

**HAMILTON UNIFIED SCHOOL DISTRICT
BOARD MEETING
AGENDA
Hamilton High School Library
Wednesday, February 22, 2017**

5:30 p.m. Closed Session
6:30 p.m. No Earlier than 6:30 PM

1.0 OPENING BUSINESS:

Call to order and roll call

_____ Gabriel Leal, President _____ Rosalinda Sanchez _____ Tomas Loera
_____ Hubert "Wendall" Lower, Clerk _____ Rod Boone

2.0 IDENTIFY CLOSED SESSION ITEMS:

3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS: Public comment will be heard on any closed session items. The board may limit comments to no more than three minutes per speaker and 15 minutes per item.

4.0 ADJOURN TO CLOSED SESSION: To consider qualified matters.

1. Government Code Section 54957.6, Labor Negotiations. To confer with the District's Labor Negotiator, Superintendent Charles Tracy, and Attorney, Matt Juhl-Darlington regarding HTA and CSEA negotiations.
2. Government Code Section 54957 (b), Personnel Issue. To consider the employment, evaluation, reassignment, resignation, dismissal, or discipline of a classified and certificated employees.
3. Government Code Section 54956.9, Subdivision (a), Conference with Legal Counsel – existing litigation. Name of case: Crews v. Hamilton Unified School District, Glenn County Superior Court, Case No. 15CV01394.

Report out actions taken in closed session.

5.0 PUBLIC SESSION/FLAG SALUTE:

6.0 ADOPT THE AGENDA: (M)

7.0 COMMUNICATIONS/REPORTS:

1. Board Member Comments/Reports
2. ASB President and Student Council President Reports.
 - a. Hamilton High, Hernan Urena-Valdes.
 - b. Hamilton Elementary, Jose Mendez.
3. District Reports
 - a. Food Service Report by LeAnn Radtke.
 - b. Operations Report by Marc Eddy.
 - c. Technology Report by Derek Hawley.
4. Principal and Dean of Student Reports
 - a. Cris Oseguera, Hamilton High School Principal.
 - b. Darcy Pollak, Hamilton Elementary School Principal.
 - c. Maria Reyes, District Dean of Students.
5. Chief Business Official/Facilities Report by Diane Lyon.
6. Superintendent Report by Charles Tracy.
 - a. Dates to Remember:
 - i. February 25th: Board Workshop in Hamilton High School Library - Board Governance Handbook.
 - ii. February 28th: Board Site Visitations 8:15 a.m. to 10:30 am.
 - iii. March 11th: Board workshop in Hamilton High School Library – LCAP/Budget/Board Manual.
 - b. Form 700 – Annual Statement of Economic Interests.
 - c. Small School Districts Association (SSDA) Conference – March 6th, 7th, and 8th.
 - d. Painting safety zones around doors.

8.0 **CORRESPONDENCE:** None

9.0 **DISCUSSION ITEMS:**

1. Hamilton Unified School District Board Policies, second reading (all policies available on www.husdschools.org, available for public review during the board meeting and by request by contacting the District Office):
 - a. 0000 Philosophy, Goals, Objectives and Comprehensive Plans
 - b. 1000 Community Relations
 - c. 2000 Administration
 - d. 3000 Business and Noninstructional Operations
 - e. 4000 Personnel
 - f. 5000 Students
 - g. 6000 Instruction
 - h. 7000 Facilities
 - i. 9000 Board Bylaws
 - i. *Please note:* the following board polices have significant changes in addition to the California School Boards Associations recommendations: BP 1312.1, AR 1312.1 (a), AR 3311 (d) and (l), AR 3515.5, AR 3515.5 (c), BP 3515.7 (b), BP 4117.13, 4317.13, AR 6164.6 (a), and E 9270 (c).
2. Site Safety Plans (full plans available on www.husdschools.org, available for public review during the board meeting and by request by contacting the District Office): (Mr. Tracy)
 - a. Hamilton High School (includes the District Office, Ella Barkley High School, Hamilton Community Day School and Hamilton Adult School). (Page 1-21)
 - b. Hamilton Elementary School (includes Hamilton State Preschool and Hamilton Special Education). (Page 22-44)
3. Hamilton Unified School District Audit Report June 30, 2016. (Page 46-132)
4. Glenn County Office of Education Services for the California Healthy Youth Act. (Page 133-149)
5. CSEA #623 to HUSD request to bargain. (Page 150)
6. Teacher recruitment updates (Mr. Tracy).

10.0 **PUBLIC COMMENT:** Public comment on any item of interest to the public that is within the Board's jurisdiction will be heard (agenda and non-agenda items). The Board may limit comments to no more than three minutes per speaker and 15 minutes per topic. Public comment will also be allowed on each specific action item prior to board action thereon.

11.0 **ACTION ITEMS:**

1. Adoption of the following series of updated Board policies, administrative regulations, and Board bylaws for Hamilton Unified School District (all policies available on www.husdschools.org, available for public review during the board meeting and by request by contacting the District Office):
 - a. 0000 Philosophy, Goals, Objectives and Comprehensive Plans
 - b. 1000 Community Relations
 - c. 2000 Administration
 - d. 3000 Business and Noninstructional Operations
 - e. 4000 Personnel
 - f. 5000 Students
 - g. 6000 Instruction
 - h. 7000 Facilities
 - i. 9000 Board Bylaws
 - i. *Please note:* the following board polices have significant changes in addition to the California School Boards Associations recommendations: BP 1312.1, AR 1312.1 (a), AR 3311 (d) and (l), AR 3515.5, AR 3515.5 (c), BP 3515.7 (b), BP 4117.13, 4317.13, AR 6164.6 (a), and E 9270 (c).
2. Site Safety Plans (full plans available on www.husdschools.org, available for public review during the board meeting and by request by contacting the District Office): (Mr. Tracy)
 - a. Hamilton High School (includes the District Office, Ella Barkley High School, and Hamilton Community Day School and Hamilton Adult School). (Page 1-21)
 - i. Hamilton Elementary School (includes Hamilton State Preschool and Hamilton Special Education). (Page 22-44)
3. Resolution 16-17-105 Emergency Management Resolution – Hamilton Unified School District has implemented a School Emergency Plan for all school sites and facilities. (Page 45)
4. Accept Hamilton Unified School District Audit Report June 30, 2016. (Page 46-132)
5. Level of services desired by Hamilton Unified School District from the Glenn County Office of Education for the California Healthy Youth Act. (Page 133-149)

6. Possible recruitment incentives for Hamilton Unified School District Teachers.

12.0 **CONSENT AGENDA:** Items in the consent agenda are considered routine and are acted upon by the Board in one motion. There is no discussion of these items prior to the Board vote and unless a member of the Board, staff, or public request specific items be discussed and/or removed from the consent agenda. Each item on the consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

1. Warrants and Expenditures. (Page 151-171)
2. Williams Quarterly Report. (Page 172)
3. Minutes for the Regular Board Meeting on January 25, 2017. (Page 173-177)
4. Hamilton High School Application for Student Club: Hamilton High Decathletes. (Page 178-182)
5. Infinity Communications & Consulting, Inc. Master Agreement for Professional Services with Hamilton Unified School District. (Page 183-185)
6. Interdistrict Transfers (new – elementary students reapply annually).
 - a. Out: None to report
 - b. In: None to report
7. Personnel Actions as Presented:
 - a. New Hires:

i. Christie Thor	Classified Substitute	District
ii. Leticia Ramirez	Classified Substitute	District
 - b. Resignations/Retirement:
 - i. None to report

13.0 **ADJOURNMENT:**

Close in memory of John Carrillo.

HAMILTON UNIFIED SCHOOL DISTRICT

**SB 187 COMPREHENSIVE SCHOOL
SAFETY PLAN**

For Hamilton High School
620 Canal Street
Hamilton City, CA 95951

Sites also included in this plan:
Hamilton Unified School District Office
Ella Barkley High School
Hamilton Adult Education
Hamilton Community Day School

Hamilton Unified School District

PREFACE TO SITE SAFETY PLANS:

The state template requires multiple levels of assignments of staff when a disaster occurs. In larger districts, the multiple layers of committees are functional and important. The reality of smaller districts is that we lack the sheer numbers of personnel to accomplish every committee assignment detailed in the state template. Hamilton Unified School District (HUSD) has designed a modified version of the Incident Command System (ICS) in accordance with the National Emergency Management System known as “NEMS.”

The command structure and assignments are as follows for HUSD:

INCIDENT COMMANDER	District Superintendent
ASSISTANT INCIDENT COMMANDER	A site Administrator whose school is not involved in the disaster
INCIDENT COMMAND POST ASSISTANT	District Executive Assistant
DISTRICT PERSONNEL COORDINATOR	Confidential Payroll and Personnel Specialist
SITE COORDINATOR	A site Administrator
FINANCIAL COORDINATOR	Chief Business Official assisted by District Purchasing Agent
MAINTENANCE, OPERATIONS AND TRANSPORTATION	Director of Maintenance, Operations and Transportation and staff
FOOD SERVICE	Director of Nutrition and Child Welfare and staff
REUNIFICATION COORDINATOR	Site Administrative Assistance/Attendance Clerk
STUDENT RETENTION AND SUPERVISION	All Classroom Teachers
PARENT UNIFICATION COORDINATORS	District TOSA’s not assigned to classroom supervision, Yard Duty and Instructional aids.
SOCIAL AND EMOTIONAL SUPPORT	District Dean of Students/District Counselors, Glenn County Mental Health.
SEARCH AND RESCUE	Hamilton City Fire Department and Glenn County Sheriff’s Office
TRAFFIC CONTROL	California Highway Patrol/Glenn County Sheriff’s Office

Hamilton Unified School District

OTHER AGENCY	State and County Office of Emergency Services Red Cross Service Organization and volunteers if available
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Duties of each assignment:

INCIDENT COMMANDER	To coordinate the incident in cooperation with the ICS structure alongside responding and allied agencies (Law Enforcement, Fire other emergency and support services). To Serve as Public Information Officer (PIO)
ASSISTANT INCIDENT COMMANDER	To Assist the Incident Commander in the Incident Command Center or serve as IC in the absences of the Superintendent.
INCIDENT COMMAND POST ASSISTANT	To record the minutes of the incident and keep records of the agency and allied agency personnel assigned to the incident. To serve as PIO if necessary.
DISTRICT PERSONNEL COORDINATOR	To access personnel records and service as assistant Incident Command Post Assistant.
SITE COORDINATOR	To coordinate student evacuations, set up emergency shelter or reunification sites, coordinate and direct staff and efforts to shelter in place or evacuate if necessary. Coordinate social emotional support and parent holding and reunification process.
FINANCIAL COORDINATOR	To coordinate financial resources and logistical needs during any incident. Assist Director of Maintenance, Operations and Transportation with student evacuation, building repair or support of food service department.
MAINTENANCE, OPERATIONS AND TRANSPORTATION	Coordinate evacuation, building gas/services in an emergency, assist with logistics of any emergency situation.
FOOD SERVICE	Coordinate food service for students/staff in the event of a prolonged need to house students or staff due to an unforeseen emergency.
REUNIFICATION COORDINATOR	Coordinate the verification of all students. Insure that student records are readily available for evacuation and reunification processes. Insure that

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	forms for unification housed in Appendix 4 and 5 of the site safety plan are copied and in a backpack ready for transport upon order of evacuation from a site. Insure that students are only released to parents or guardians as listed on the individual student emergency cards.
STUDENT RETENTION AND SUPERVISION	Teachers are to remain with their assigned students and follow the direction of the Incident Commander and Site Coordinator.
PARENT UNIFICATION COORDINATORS	District Teachers On Special Assignment (TOSA) will locate the parent gathering location and reunification site. The TOSA's will coordinate with the student reunification coordinator to ensure the process of reuniting students with parents or guardians listed on the emergency cards.
SOCIAL AND EMOTIONAL SUPPORT	The Dean of Students/District Counselors will create a room for parents who have students who are known to be Injured or deceased. The Counselors will coordinate allied agency services and support for the victims and families.
SEARCH AND RESCUE	Command staff will coordinate site for fire/rescue needs and will be responsible for overall disaster Coordination of the scene.
TRAFFIC CONTROL	Under the direction of the Office of Emergencies Services direct traffic or assist with disaster relief as directed by command staff from the Fire or SO Departments.
OTHER AGENCY	Coordinate support as directed from the command staff of the Fire or SO Departments

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SB 187: School Safety Plan

Education Code sections 32280-32289

Introduction

Individual schools in districts over 2,500 students must adopt a comprehensive school safety plan by March 1, 2000, and must review and update the plan by March 1 of every year thereafter. (Amended Ed. Codes 35294.1 & 35294.6)

Beginning July 1, 2000, each individual school must report on the status of its school safety plan, including a description of its key elements in the school accountability report card, and must continue to do so every July thereafter (Amended Ed. Code 35294.6)

The following guideline may be utilized to support the annual review and evaluation of the individual school safety plan. This guide will also provide a time line and related administrative tasks to provide a process to ensure compliance with the requirements of Senate Bill 187, Comprehensive School Safety Plan.

The guideline/checklist has been organized into two parts:

An assessment by the School Safety Planning Committee of the School Site Council, the School Site Council or equivalent of the school climate in relation to the current status of school crime committed on campus and at school related functions. Based on this assessment, safety goals will be set for the upcoming school year.

The annual review and evaluation of the school comprehensive safety plan which is certified by the members of the School Safety Planning Committee, the School Site Council President, and the school Principal before being presented to the Board of Trustees for final review and adoption. This review includes the following mandated components of Senate Bill 187:

Child Abuse reporting procedures

Policies pursuant to Education Code 48915(c) and other school-designated serious acts which would lead to suspension, expulsion, or mandatory expulsion recommendations

Procedures to notify teachers and counselors of dangerous students

Sexual Harassment Policy

Safe ingress and egress to and from school

Rules and procedures on school discipline in order to create a safe and orderly environment conducive to learning

Dress Code

Routine and emergency disaster procedures including natural disasters, human created disasters or power outages.

IMPLEMENTATION OF PLAN

The written plan will be distributed to all departments and will be made available to all staff, students, parents, and the community to review in the school library and the main offices.

School Safety Planning Committee

The school site council is responsible for developing the school site safety plan or for delegating the responsibility to a school safety planning committee. Ed. Code 35294.1

The school site safety committee shall be composed of the following members: the principal or designee, one teacher who is a representative of the recognized certificated employee organization; one parent/guardian whose child attends the school; one classified employee who is a representative of the recognized classified employee organization; other members if desired. (Ed Code 35294.1)

Note: HUSD schools designate the high school site council and elementary school site council to serve as the site safety committee. Further, the high school site council shall be the controlling safety committee for the following schools: Ella Barkley High School, HUSD Adult Ed, the HUSD State Preschool and the Glenn County Office of Education Infant and Toddler Center and HUSD Community Day School when the school is open. The elementary school site council will serve as site safety committee for all programs hosted on that campus.

Local law enforcement has been consulted (Ed. Code 39294.1). Other local agencies, such as health care and emergency services, may be consulted if desired. (Ed Code 39294.2)

Other members of the school or community may provide valuable insights as members of the School Safety Planning Committee.

Additional members may include:

- a representative from the local law enforcement agency
- School Resource Officers
- Guidance counselor
- Special Education Department Chairperson
- One or more key community service providers
- Student representative(s)
- Disciplinary team member
- Staff leaders
- Additional parent representatives

**Hamilton High School - Graduation Rate & Dropout Rate (Four-Year Cohort Rate)-
From HHS SARC**

Indicator	School			District			State		
	2012-13	2013-14	2014-15	2012-13	2013-14	2014-15	2012-13	2013-14	2014-15
Dropout Rate	0.00	0.00	0.00	5.50	1.70	0.00	11.40	11.50	10.70
Graduation Rate	98.7	100.0	100.0	93.4	98.28	100.0	80.4	80.95	82.2

Hamilton High School - Suspensions and Expulsions (from HHS SARC)

Rate	School			District			State		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
Suspensions	4.0	0.0	4.0	5.8	3.8	6.9	4.4	3.8	3.7
Expulsions	0.0	0.0	0.0	0.0	0.0	0.0	0.1	0.1	0.1

Hamilton High School- California Safe School Assessment (From CHKS 2015-16)

Table A 5.3

Violence and Victimization on School Property, Past 12 Months

	Grade 7 %	Grade 9 %	Grade 11 %	NT %
<i>During the past 12 months, how many times on school property have you...</i>				
been pushed, shoved, slapped, hit, or kicked by someone who wasn't just kidding around?				
0 times	77	65	89	
1 time	8	21	4	
2 to 3 times	10	7	4	
4 or more times	5	7	4	
been afraid of being beaten up?				
0 times	92	83	98	
1 time	5	10	2	
2 to 3 times	3	6	0	
4 or more times	0	1	0	
been in a physical fight?				
0 times	82	87	98	
1 time	11	11	0	
2 to 3 times	3	2	2	
4 or more times	5	0	0	
been threatened with harm or injury?				
0 times	89	93	100	
1 time	11	5	0	
2 to 3 times	0	1	0	
4 or more times	0	1	0	
been threatened or injured with a weapon (gun, knife, club, etc.)?				
0 times	97	96	100	
1 time	3	4	0	
2 to 3 times	0	0	0	
4 or more times	0	0	0	
been offered, sold, or given an illegal drug?				
0 times	97	87	85	
1 time	0	7	9	
2 to 3 times	3	4	0	
4 or more times	0	2	5	

Hamilton Unified School District

**Hamilton High School
Safety Plan Signature Page**


The undersigned members of the Hamilton High School Safety Planning Committee certify that the requirements for the SB 187 Safety Plan have been met.



Principal, Hamilton High School



President, School Site Council



Law Enforcement Representative



Fire Department Representative

Annual Safety Goals

The School Safety Planning Committee shall make an assessment of the current status of school crime committed on campus and at school-related functions and of appropriate strategies and programs that will provide or maintain a high level of school safety. (Ed. Code 35924.2) Principals/designees should report annually to site council.

While the School Safety Planning Committee reviews school, district and community crime data trends such as the California Safe School Assessment, other data can bring value to the discussions. Such data may include:

- Mental Health Data
- State, District or Site Surveys (such as the Youth Risk Behavior Survey)
- Disciplinary Data
- Community Police Data

Data may be more valuable if disaggregated by gender, age, zip code, ethnicity, etc. Current trends should be reviewed as well by the February board meeting of each school year.

Based on data analysis, the School Safety Planning Committee identifies one or two safety-related goals for the next school year as well as the strategies and/or programs that will be used to meet those goals. The objective is to provide meaningful goals in order to improve the campus climate.

The goals are reported, with the Safety Plan, to the Board of Trustees and are shared with the school staff and community.

In order to keep the goals as a safety focus for the school year, it is recommended that at least three brief meetings be held to review data and progress. The progress can be reported to the School Site Council, staff, parent groups and the Board of Trustees.

The year-end assessment should be completed in November of each year and reported upon.

Hamilton Unified School District
Hamilton Unified School District
Safe Schools Committee
Hamilton High School's Safe School Action Plan



Goal #1

All students are safe and secure while at school, when traveling to and from school, and when traveling to and from school related activities.



Goal #2

All students and staff members are provided a safe teaching and learning environment.

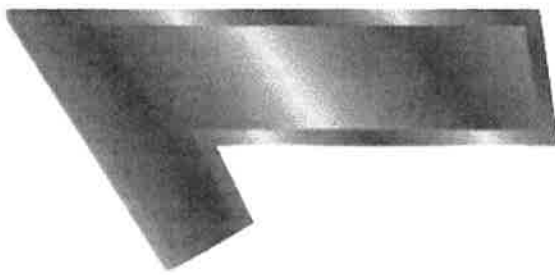
Updated and reported to school board: 02/22/2017

Hamilton Unified School District
Hamilton High School's Safe School Action Plan

Goal 1: All students are safe and secure while at school, when traveling to and from school, and when traveling to and from school related activities.

The School's Physical Environment
(The physical setting and condition of the school)

- Objective 1: Hamilton High School shall have visible law enforcement, staff and parental presence.
- Objective 2: Students attending Hamilton High School will have strategies in place to be able to respond when they feel threatened or in need of assistance.



Updated and reported to school board: 02/22/2017

Hamilton High School’s Safe School Action Plan

Goal 1: All students are safe and secure while at school, when traveling to and from school, and when traveling to and from school related activities.

Objective 1: Hamilton High School shall have visible law enforcement, staff and parental presence.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton High School administration will encourage local law enforcement (GCSO), Hamilton City Fire Dept., HHS staff members, and parents to be visible at all times during which students are en route to and from school.	Law Enforcement; CHP; Staff; Parents	Visible presence	Site Administration; Law Enforcement (GCSO), CHP, Hamilton City Fire Department	At implementation of plan	On-going
Hamilton High School shall conduct regular safety meetings and include invitations to local law enforcement (GCSO), Hamilton City Fire Dept, parents, community agencies and district officials.	School and District Administration; GCSO; Hamilton City Fire Department	Minutes of Meetings, Agendas	School and District Administration; GCSO; Hamilton City Fire Dept.	“	“
Hamilton High School shall implement board policies and procedures to secure the school site during and after school hours.	CA Board of Education Board Policies; Law Enforcement; Hamilton City Fire Department	Daily Monitoring	Site Administration; Plant Manager; District Maintenance Staff	“	“
Hamilton High School shall work closely with local law enforcement (GCSO), Hamilton City Fire Department, and district administration in responding to potential community threats to the safety of students, staff and parents.	Law Enforcement; Hamilton City Fire Department; District Administration	Evaluation of Individual Situation Responses	Site Administration; GCSO; Hamilton City Fire Dept.	“	

Hamilton Unified School District

Objective 2: Students attending Hamilton High School will have strategies in place to be able to respond when they feel threatened or in need of assistance.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton High School's administration will provide strategies to all staff members. A portion of the school day will be used to teach these strategies to the students.	Site Administration; Counselors; Staff	Strategies taught	School Staff	At implementation of plan	On-going
Hamilton High School's staff will place an article in the school's handbook outlining the steps to respond to a threat. Parents will be asked to discuss the article with their children.	Site Administration; Counselors; Facilitators	Handbook	Site Administration	"	Annual
All students at Hamilton High School will be able to identify and/or be encouraged to identify an adult staff member who they can talk to and share any potential problems or situations that could escalate into a genuine conflict.	Faculty; Staff; Site Administration; Counselors	Regular communication at staff mtgs.	Site Employees	"	On-going
Hamilton High School staff will work with students and will engage assistance from other school administrations, and/or local law enforcement agencies (GCSSO) for conflict involving non-district schools.	Other schools' administration; Law Enforcement (GCSSO)	Record of loitering incidents	Site Administration; Law Enforcement (GCSSO)	"	"
The Healthy Kids Survey will be distributed to Hamilton High School students to solicit their opinions in regards to what is needed to make the school safer and more conducive of learning.	CHKS survey instrument	Distribution and results of survey	Administration; Safe School Committee	"	"

Hamilton High School's Safe School Action Plan

Goal 2: All students and staff members are provided a safe teaching and learning environment.

The School's Physical Environment
(The physical setting and condition of the school)

Objective 1: Hamilton High School has effective strategies to intervene at the earliest possible point when students exhibit anti-social behavior.

Objective 2: Hamilton High School sets a standard for adults and students to interact with each other in a caring, supportive manner.



Hamilton Unified School District

Hamilton High School's Safe School Action Plan

Goal 2: All students and staff members are provided a safe teaching and learning environment.

Objective 1: Hamilton High School has effective strategies to intervene at the earliest possible point when students exhibit anti-social behavior.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton High School shall provide to parents/guardians information of local agencies that can provide counseling services.	Local contact info for mental health services-Glenn County Mental Health; GCSSO-SMART team; Hamilton City Fire Department.	Completed Directory	Counselors; Administration; GCSSO; Glenn County Mental Health	At implementation of plan	On-going
Hamilton High School shall provide to staff identified effective research-based strategies that address anti-social behavior in grades 9-12.	HHS Staff and Administration; HHS Counselors	Completed Material; Documentation Staff attending workshops	Site Administration; HHS Staff; HHS Counselors; HHS Staff	“	“
Hamilton High School shall encourage staff to attend workshops/conferences on identifying academic risk factors and applying effective strategies in dealing with anti-social behavior in schools.	HHS Staff; Administration; HHS Counselors;	Number of parent conferences/referrals	“	“	“
Hamilton High School's staff shall work with parents in identifying maladaptive behaviors and developing strategies to address these behaviors.	HHS Staff; Administration; HHS Counselors; Mental Health counselors; school psychologist; parents/students	SST Agendas and minutes; renew Student Intervention Teams at least twice yearly	Site Administration; Counselors; School Psychologist	“	“
Hamilton High School shall hold regularly scheduled Student Study Team (SST) Meetings. Students with maladaptive behaviors shall be placed on the agenda. The team shall include a psychologist, administrator, teacher(s), and a counselor. (A member of the Special Education Department, the student, and parent will be encouraged to attend.)					

Objective 1: Hamilton High School has effective strategies to intervene at the earliest possible point when students exhibit anti-social behavior. (cont.)

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton High School shall identify students who display gang association, gang membership or are involved in any gang activity.	Law Enforcement (GCSO) and SMART Team; Hamilton City Fire Department; Glenn County Probation, Administration, HHS Counselors	Individual Identifications	Site Administration; Law Enforcement; Hamilton City Fire Department	At implementation of plan	On-going
Hamilton High School's staff shall contact the counselor or the school psychologist when it is reported to a staff member that a student has discussed the possibility of suicide.	Counselor Dept.; School Psychologist; Glenn County Mental Health Dept., HHS Staff	Individual Referrals- HHS Staff; Admin, and Counselors	HHS Staff; Administration; Glenn County Mental Health	"	"

Hamilton Unified School District

Objective 2: Hamilton High School sets a standard for adults and students to interact with each other in a caring, supportive manner.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton High School shall develop strategies to encourage parents/guardians to be proactively involved in the education of their children.	District sponsored parenting classes; Parent Newsletter; Website; Site Council Meetings; Booster Clubs; Parent Volunteers.	Strategies implemented	Site Administration; HHS Staff; Counselor ; Site Council	At implementation of plan	On-going and Annual Review
Hamilton High School shall encourage parents to volunteer for school-related activities.	Superintendent, School Site Council; Site Administration;	Extent of Parent Involvement and Volunteers Amount of Parent Participation	Site Administration and Staff; Site council	“	“
Hamilton High School shall encourage all parents to participate on its School Site Council, and the District Advisory Committees (i.e. HULC).	Staff, Counselors, and Administration	Faculty Logs; AERIES documentation	District/Site Administration; HULC	“	“
Hamilton High School teachers and counselors shall notify parents/guardians when a student begins to exhibit academic or social problems.	HHS Staff; Crisis phone line; counselors; Administration	Documentation of participation in available services	HHS Staff; Counselors; Administrators	“	“
Hamilton High School shall provide to students, staff, and parents skills to solve problems and resolve conflicts.	Existing Communication systems	Records of registered complaints	Site Administration and Counselors	“	“
Hamilton High School’s staff shall promptly return phone calls to parents, students and community leaders.	Parent Nights; Assemblies; parent/teacher conference	Back-to School; Open House; Assemblies	HHS Staff; Counselors; Site Administrators	“	“
Hamilton High School shall hold annual events that bring students, parents and staff members together in a positive environment.			Site Administration; Site Council; HHS Staff	“	“

HAMILTON UNIFIED SCHOOL DISTRICT

**SB 187 COMPREHENSIVE SCHOOL
SAFETY PLAN**

For Hamilton Elementary School
277 Capay Avenue
Hamilton City, CA 95951

Sites also included in this plan:
Hamilton State Preschool
Hamilton Special Education

Hamilton Unified School District

PREFACE TO SITE SAFETY PLANS:

The state template requires multiple levels of assignments of staff when a disaster occurs. In larger districts, the multiple layers of committees are functional and important. The reality of smaller districts is that we lack the sheer numbers of personnel to accomplish every committee assignment detailed in the state template. Hamilton Unified School District (HUSD) has designed a modified version of the Incident Command System (ICS) in accordance with the National Emergency Management System known as “NEMS.”

The command structure and assignments are as follows for HUSD:

INCIDENT COMMANDER	District Superintendent
ASSISTANT INCIDENT COMMANDER	A site Administrator whose school is not involved in the disaster
INCIDENT COMMAND POST ASSISTANT	District Executive Assistant
DISTRICT PERSONNEL COORDINATOR	Confidential Payroll and Personnel Specialist
SITE COORDINATOR	A site Administrator
FINANCIAL COORDINATOR	Chief Business Official assisted by District Purchasing Agent
MAINTENANCE, OPERATIONS AND TRANSPORTATION	Director of Maintenance, Operations and Transportation and staff
FOOD SERVICE	Director of Nutrition and Child Welfare and staff
REUNIFICATION COORDINATOR	Site Administrative Assistance/Attendance Clerk
STUDENT RETENTION AND SUPERVISION	All Classroom Teachers
PARENT UNIFICATION COORDINATORS	District TOSA’s not assigned to classroom supervision, Yard Duty and Instructional aids.
SOCIAL AND EMOTIONAL SUPPORT	District Dean of Students/District Counselors, Glenn County Mental Health.
SEARCH AND RESCUE	Hamilton City Fire Department and Glenn County Sheriff’s Office
TRAFFIC CONTROL	California Highway Patrol/Glenn County Sheriff’s Office
OTHER AGENCY	State and County Office of Emergency

Hamilton Unified School District

	Services, Red Cross Service Organization and volunteers if available.
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Duties of each assignment:

INCIDENT COMMANDER	To coordinate the incident in cooperation with the ICS structure alongside responding and allied agencies (Law Enforcement, Fire other emergency and support services). To Serve as Public Information Officer (PIO)
ASSISTANT INCIDENT COMMANDER	To Assist the Incident Commander in the Incident Command Center or serve as IC in the absences of the Superintendent.
INCIDENT COMMAND POST ASSISTANT	To record the minutes of the incident and keep records of the agency and allied agency personnel assigned to the incident. To serve as PIO if necessary.
DISTRICT PERSONNEL COORDINATOR	To access personnel records and service as assistant Incident Command Post Assistant.
SITE COORDINATOR	To coordinate student evacuations, set up emergency shelter or reunification sites, coordinate and direct staff and efforts to shelter in place or evacuate if necessary. Coordinate social emotional support and parent holding and reunification process.
FINANCIAL COORDINATOR	To coordinate financial resources and logistical needs are meet during any incident. Assist Director of Maintenance, Operations and Transportation with student evacuation, building repair or support of food service department.
MAINTENANCE, OPERATIONS AND TRANSPORTATION	Coordinate evacuation, building gas/services in an emergency, assist with logistics of any emergency situation.
FOOD SERVICE	Coordinate food service for students/staff in the event of a prolonged need to house students or staff due to an unforeseen emergency.
REUNIFICATION COORDINATOR	Coordinate the verification of all students. Insure that student records are readily available for evacuation and reunification processes. Insure that forms for unification housed in Appendix 4 and 5 of the site safety plan are copied and in a backpack ready for transport

Hamilton Unified School District

	upon order of evacuation from a site. Insure that students are only released to parents or guardians as listed on the individual student emergency cards.
STUDENT RETENTION AND SUPERVISION	Teachers are to remain with their assigned students and follow the direction of the Incident Commander and Site Coordinator.
PARENT UNIFICATION COORDINATORS	District Teachers On Special Assignment (TOSA) will locate the parent gathering location and reunification site. The TOSA's will coordinate with the student reunification coordinator to insure the process of reuniting students with parents or guardians listed on the emergency cards.
SOCIAL AND EMOTIONAL SUPPORT	The Dean of Students/District Counselors will create a room for parents who have students who are known to be Injured or deceased. The Counselors will coordinate allied agency services and support for the victims and families.
SEARCH AND RESCUE	Command staff will coordinate site for fire/rescue needs and will be responsible for overall disaster Coordination of the scene.
TRAFFIC CONTROL	Under the direction of the Office of Emergencies Services direct traffic or assist with disaster relief as directed by command staff from the Fire or SO Departments.
OTHER AGENCY	Coordinate support as directed from the command staff of the Fire or SO Departments

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SB 187: School Safety Plan

Education Code sections 32280-32289

Introduction

Individual schools in districts over 2,500 students must adopt a comprehensive school safety plan by March 1, 2000, and must review and update the plan by March 1 of every year thereafter. (Amended Ed. Codes 35294.1 & 35294.6)

Beginning July 1, 2000, each individual school must report on the status of its school safety plan, including a description of its key elements in the school accountability report card, and must continue to do so every July thereafter (Amended Ed. Code 35294.6)

The following guideline may be utilized to support the annual review and evaluation of the individual school safety plan. This guide will also provide a time line and related administrative tasks to provide a process to ensure compliance with the requirements of Senate Bill 187, Comprehensive School Safety Plan.

The guideline/checklist has been organized into two parts:

An assessment by the School Safety Planning Committee of the School Site Council, the School Site Council or equivalent of the school climate in relation to the current status of school crime committed on campus and at school related functions. Based on this assessment, safety goals will be set for the upcoming school year.

The annual review and evaluation of the school comprehensive safety plan which is certified by the members of the School Safety Planning Committee, the School Site Council President, and the school Principal before being presented to the Board of Trustees for final review and adoption. This review includes the following mandated components of Senate Bill 187:

Child Abuse reporting procedures

Policies pursuant to Education Code 48915(c) and other school-designated serious acts which would lead to suspension, expulsion, or mandatory expulsion recommendations

Procedures to notify teachers and counselors of dangerous students

Sexual Harassment Policy

Safe ingress and egress to and from school

Rules and procedures on school discipline in order to create a safe and orderly environment conducive to learning

Dress Code

Routine and emergency disaster procedures including natural disasters, human created disasters or power outages.

IMPLEMENTATION OF PLAN

The written plan will be distributed to all departments and will be made available to all staff, students, parents, and the community to review in the school library and the main offices.

School Safety Planning Committee

The school site council is responsible for developing the school site safety plan or for delegating the responsibility to a school safety planning committee. Ed. Code 35294.1

The school site safety committee shall be composed of the following members: the principal or designee, one teacher who is a representative of the recognized certificated employee organization; one parent/guardian whose child attends the school; one classified employee who is a representative of the recognized classified employee organization; other members if desired. (Ed Code 35294.1)

Note: HUSD schools designate the high school site council and elementary school site council to serve as the site safety committee. Further, the high school site council shall be the controlling safety committee for the following schools: Ella Barkley High School, HUSD Adult Ed, the HUSD State Preschool and the Glenn County Office of Education Infant and Toddler Center and HUSD Community Day School when the school is open. The elementary school site council will serve as site safety committee for all programs hosted on that campus.

Local law enforcement has been consulted (Ed. Code 39294,1) Other local agencies, such as health care and emergency services, may be consulted if desired. (Ed Code 39294.2)

Other members of the school or community may provide valuable insights as members of the School Safety Planning Committee.

Additional members may include:

- a representative from the local law enforcement agency
- School Resource Officers
- Guidance counselor
- Special Education Department Chairperson
- One or more key community service providers
- Student representative(s)
- Disciplinary team member
- Staff leaders
- Additional parent representatives

School Facility Conditions and Planned Improvements (Most Recent Year)

Hamilton Elementary has a closed campus from 8:00 A.M. until 6:00 P.M. while school and the Boys and Girls Club program are in session. Prior to the start of the school day, one of two Maintenance personnel inspects the campus for safety. The facility is clean and in good repair. There are ample classrooms, restrooms, playground space and equipment.

A staff of two provides janitorial services. Schedules are arranged so that no classrooms are interrupted during instructional time. Custodial services are available from 5:00 A.M. until 8:30 P.M. The cafeteria is cleaned after both breakfast and lunch and restrooms are cleaned and sanitized daily. The school grounds are clean and well ordered. Trash cans are available throughout the campus.

The playgrounds and lawns are mowed weekly. The District contracts with an arborist to annually perform necessary routine trimming of trees.

The school facilities, grounds, and vehicles are in good condition. The District participates in the State's Deferred Maintenance Program to replace major components of the school's facilities (such as HVAC, roofs, floor surfaces, and so on). All toilets and other fixtures work and are in good repair. We have installed automatic flush valves on every toilet and hand dryers in each restroom to maintain a clean environment for students.

Hamilton City has maintained an elementary school on this location since the early 1900s. All of the original buildings have, long ago, been replaced by modern facilities. All buildings meet current fire and earthquake codes. An OPSC modernization project was completed within the past ten years that completely renovated the primary wing containing four classrooms, two reading labs, and an adult restroom. Within the last seven years, a new kindergarten complex with three classrooms, each containing restrooms, was added to our campus. The cafeteria underwent a \$750,000 remodeling project in 2004- 2005. It is now a designated emergency shelter. The roof and HVAC on our 300 building and sections from the roof on the cafeteria were repaired in the summer of 2008. The fire alarm was also rewired and updated to State Fire Marshal specifications for the entire school during the summer of 2008.

Hamilton Elementary occupies 4.8 acres with separate athletic fields and blacktop space for both primary and middle school students. There are separate playground facilities with rubber drop zones for both primary and middle school children. The cafeteria complex can also serve as a gymnasium. All buildings have handicap access. The library has holdings in both English and Spanish. All students have Internet access through the computer lab. The lab has 30 Dell multimedia computers. We are also considering a solar energy project at the Hamilton Elementary.

The District participates in the State School Deferred Maintenance Program, which provides state matching funds on a dollar-for-dollar basis, to assist school districts with expenditures for major repair or replacement of existing school building components. Typically, this includes roofing, plumbing, heating, air conditioning, electrical systems, interior or exterior painting, and

Hamilton Unified School District

floor systems. For the 2011-12 school year, the District budgeted \$78,800 for the Deferred Maintenance Program. This represents .012% of the District's general fund budget.

School Facility Good Repair Status (Most Recent Year)

School Facility Good Repair Status (Most Recent Year)				
Year and month of the most recent FIT report: 10/14/2015				
System Inspected	Repair Status			Repair Needed and Action Taken or Planned
	Good	Fair	Poor	
Systems: Gas Leaks, Mechanical/HVAC, Sewer	X			
Interior: Interior Surfaces			X	100 Restrooms: Paint Peeling 101: Stained Ceiling tile 102: Stained Ceiling tile 202: Stained Ceiling tile 203: Stained Ceiling tile 206: Stained Ceiling tile 305: Stained Ceiling tile 500 Restrooms: Rusty Partition 501: Torn carpet

School Facility Good Repair Status (Most Recent Year)				
Year and month of the most recent FIT report: 10/14/2015				
System Inspected	Repair Status			Repair Needed and Action Taken or Planned
	Good	Fair	Poor	
Cleanliness: Overall Cleanliness, Pest/Vermin Infestation	X			Grounds: Gophers
Electrical: Electrical	X			
Restrooms/Fountains: Restrooms, Sinks/Fountains	X			303: Drinking fountain not working
Safety: Fire Safety, Hazardous Materials	X			
Structural: Structural Damage, Roofs	X			
External: Playground/School Grounds, Windows/ Doors/Gates/Fences	X			

Overall Facility Rating (Most Recent Year)

Year and month of the most recent FIT report: 10/14/2015				
Overall Rating	Exemplary	Good	Fair	Poor
			X	

Suspensions and Expulsions

Rate	School			District			State		
	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16	2013-14	2014-15	2015-16
Suspensions-----	6.71	6.21		5.83	3.75		4.36	3.80	
Expulsions-----	0.00	0.00		0.00	0.00		0.10	0.09	


Hamilton Unified School District

**Hamilton Elementary School
Safety Plan Signature Page**

The undersigned members of the Hamilton Elementary School Safety Planning Committee certify that the requirements for the SB 187 Safety Plan have been met.



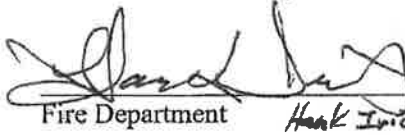
Principal




President, School Site Council



Law Enforcement Representative



Fire Department



Deputy Fire Chief

Annual Safety Goals

The School Safety Planning Committee shall make an assessment of the current status of school crime committed on campus and at school-related functions and of appropriate strategies and programs that will provide or maintain a high level of school safety. (Ed. Code 35924.2) Principals/designees to report annually to site council.

While the School Safety Planning Committee reviews school, district and community crime data trends such as the California Safe School Assessment, other data can bring value to the discussions. Such data may include:

- Mental Health Data
- State, District or Site Surveys (such as the Youth Risk Behavior Survey)
- Disciplinary Data
- Community Police Data

Data may be more valuable if disaggregated by gender, age, zip code, ethnicity, etc. Current trends should be reviewed as well. By the February board meeting of each school year.

Based on data analysis, the School Safety Planning Committee identifies one or two safety-related goals for the next school year as well as the strategies and/or programs that will be used to meet those goals. The objective is to provide meaningful goals in order to improve the campus climate.

The goals are reported, with the Safety Plan, to the Board of Trustees and are shared with the school staff and community.

In order to keep the goals as a safety focus for the school year, it is recommended that at least three brief meetings be held to review data and progress. The progress can be reported to the School Site Council, staff, parent groups and the Board of Trustees.

The year-end assessment should be completed in November of each year and reported upon.

Hamilton Unified School District
Hamilton Unified School District
Safe Schools Committee
Hamilton Elementary School's Safe School Action Plan

1

Goal #1

All students are safe and secure while at school, when traveling to and from school and when traveling to and from school related activities.

2

Goal #2

All students and staff members are provided a safe teaching and learning environment.

Note: Site councils to review and update annually by November 1st.

Updated and reported to school board: 2/22/2017

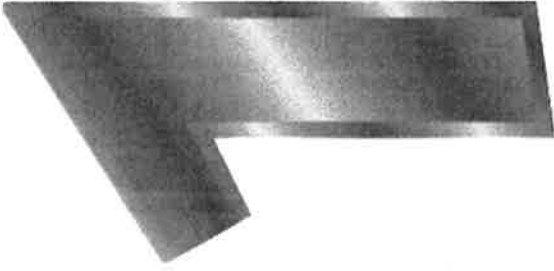
Hamilton Elementary School's Safe School Action Plan

Goal 1: All students are safe and secure while at school, when traveling to and from school, And when traveling to and from school related activities.

The School's Physical Environment
(The physical setting and condition of the school)

Objective 1: Hamilton Elementary School shall have visible law enforcement, staff and parental presence.

Objective 2: Students attending Hamilton Elementary School will have strategies in place to be able to respond when they feel threatened or in need of assistance.



Note: Action steps must be reviewed and updated annually and reported to school board at February board meeting.

Updated and reported to school board: 2/22/2017

Hamilton Elementary School’s Safe School Action Plan

Goal 1: All students are safe and secure while at school, when traveling to and from school, and when traveling to and from school related activities.

Objective 1: Hamilton Elementary School shall have visible law enforcement, staff and parental presence.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton Elementary School administration will encourage local law enforcement, staff members, and parents to be visible at all times during which students are en route to and from school.	Law Enforcement; CHP; Staff; Parents	Visible presence	Site Administration; Law Enforcement.	At implementation of plan	On-going
Hamilton Elementary School shall conduct regular safety meetings and include invitations to local law enforcement, fire dept., parents, community agencies and district officials.	School and District Administration;	Minutes of Meetings, Agendas	School and District Administration	“	“
Hamilton Elementary School shall implement board policies and procedures to secure the school site during and after school hours.	Board of Education Board Policies; Law Enforcement, Fire Dept.	Daily Monitoring	Site Administration; Plant Manager; District Maintenance Staff	“	“
Hamilton Elementary School shall work closely with local law enforcement, fire department and district administration in responding to potential community threats to the safety of students, staff and parents.	Law Enforcement; Fire Dept.; District Administration	Evaluation of Individual Situation Responses	Site Administration; Sherriff, Fire Department	“	“

Hamilton Unified School District

Objective 2: Students attending Hamilton Elementary School will have strategies in place to be able to respond when they feel threatened or in need of assistance.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton Elementary School's administration will provide strategies to all staff members. A portion of the school day will be used to teach these strategies to the students.	Site Administration; Counselors; Staff; Law Enforcement, Fire Dept.	Strategies taught	School Staff	At implementation of plan	On-going
Hamilton Elementary School's staff will place an article in the school's handbook outlining the steps to respond to a threat. Parents will be asked to discuss the article with their children.	Site Administration; Counselors; Facilitators, Law Enforcement	Handbook	Site Administration	"	Annual
All students at Hamilton Elementary School will identify an adult staff member who they can talk to and share any potential problems or situations that could escalate into a genuine conflict.	Faculty; Staff; Site Administration; Counselors	Regular communication at staff mtgs.	Site Employees	"	On-going
Hamilton Elementary School staff will work with students and will engage assistance from other school administrations, and/or local law enforcement agencies for conflict involving non-district schools.	Other schools' administration; Sheriff's Dept., Law Enforcement	Record of loitering incidents	Site Administration; Sheriff's Dept. Law Enforcement	"	"
The Healthy Kids Survey will be distributed to Hamilton Elementary School students to solicit their opinions in regards to what is needed to make the school safer and more conducive of learning.	CHKS survey instrument	Distribution and results of survey	Administration; Safe School Committee	"	"

Hamilton Unified School District
Hamilton Elementary School's Safe School Action Plan

Goal 2: All students and staff members are provided a safe teaching and learning environment.

The School's Physical Environment
(The physical setting and condition of the school)



Objective 1: Hamilton Elementary School has effective strategies to intervene at the earliest possible point when students exhibit anti-social behavior.

Objective 2: Hamilton Elementary School sets a standard for adults and students to interact with each other in a caring, supportive manner.

Updated and reported to school board: 2/22/2017

Hamilton Elementary School's Safe School Action Plan

Hamilton Unified School District

Goal 2: All students and staff members are provided a safe teaching and learning environment.

Objective 1: Hamilton Elementary School has effective strategies to intervene at the earliest possible point when students exhibit anti-social behavior.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton Elementary School shall provide to parents/guardians information of agencies that can provide counseling services.		Completed Directory	Counselors; Administrations	At implementation of plan	On-going
Hamilton Elementary School shall provide to staff identified effective research-based strategies that address anti-social behavior in grades K-8.		Completed Material; Documentation	Site Administration; Counselors	“	“
Hamilton Elementary School shall encourage staff to attend workshops/conferences on identifying academic risk factors and applying effective strategies in dealing with anti-social behavior in schools.		Staff attending workshops	Site Administration; Staff	“	“
Hamilton Elementary School’s staff shall work with parents in identifying maladaptive behaviors and developing strategies to address these behaviors.		Number of parent conferences	“	“	“
Hamilton Elementary School shall hold regularly scheduled “Student Study Team (SST) Meetings.”		SST Agendas and minutes	Site Administration; Counselors; School Psychologist	“	“
Students with maladaptive behaviors shall be placed on the agenda. The team may include a psychologist, administrator, teacher(s), and a counselor. (A member of the Special Education Department, the student, and parent will be encouraged to attend.)					

Objective 1: Hamilton Elementary School has effective strategies to intervene at the earliest possible point when students exhibit anti-social behavior. (cont.)

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton Elementary School shall identify students who display gang association, gang membership or are involved in any gang activity.	Law Enforcement; Probation, Administration, Counselors	Individual Identifications	Site Administration; Law Enforcement	At implementation of plan	On- going
Hamilton Elementary School's staff shall contact the counselor or the school psychologist when it is reported to a staff member that a student has discussed the possibility of suicide.	Counselor Dept.; School Psychologist; Mental Health Dept., GCOE	Individual Referrals	Staff, Administration	"	"

Hamilton Unified School District

Objective 2: Hamilton Elementary School sets a standard for adults and students to interact with each other in a caring, supportive manner.

Action Step	Resources	Validation Criteria	Parties Responsible	Start Date	End Date
Hamilton Elementary School shall develop strategies to encourage parents/guardians to be proactively involved in the education of their children.	District sponsored parenting classes; Parent Newsletter Website; Site Council Meetings	Strategies implemented	Site Administration; Faculty; Counselor ; Site Council	At implementation of plan	On-going
Hamilton Elementary School shall encourage parents to volunteer for school-related activities.	Booster Clubs; Parent Volunteer List	Extent of Parent Involvement and Volunteers	Site Administration and Staff; Site council	"	"
Hamilton Elementary School shall encourage all parents to participate on its School Site Council, and the District Advisory Committees (HULC).	Superintendent, School Site Council; Site Administration;	Amount of Parent Participation	District/Site Administration; HULC	"	"
Hamilton Elementary School teachers and counselors shall notify parents/guardians when a student begins to exhibit academic or social problems.	Staff, Counselors, and Administration	Faculty Logs; AERIES documentation	Faculty; Counselors; Administrators	"	"
Hamilton Elementary School shall provide to students, staff, and parents skills to solve problems and resolve conflicts.	GCOE, Crisis phone line, counselors	Documentation of participation in available services	Site Administration and Counselors	"	"
Hamilton Elementary School's staff shall promptly return phone calls to parents, students and community leaders.	Existing Communication system	Records of registered complaints	Faculty; Staff; Counselors; Site Administrators	"	"
Hamilton Elementary School shall hold annual events that bring students, parents and staff members together in a positive environment.	Parent Nights;	Back-to School; Open House;	Site Administration; Site Council	"	Annual Review

Hamilton Unified School District

	Assemblies; parent/teacher conference	Assemblies		“	
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Emergency Management Resolution

Hamilton Unified School District
Hamilton City, California

RESOLUTION # 16-17-105

WHEREAS, The Hamilton Unified School District has implemented a School Emergency Operations Plan for all school sites and facilities. The objectives of the plan are to: 1) protect the safety and welfare of students, employees and staff, 2) provide a safe and coordinated response to emergencies, 3) protect the district’s facilities and property, and 4) Enable the School to restore normal conditions with minimal confusion in the shortest time possible.

WHEREAS, In an effort to fully implement the School Emergency Operations Plan, the Hamilton Unified School District, supports planning, training and exercising the plan at the school site level.

WHEREAS, The Hamilton Unified School District participates with all responding agencies within the State of California and in the National Incident Management System (NIMS) and the Standardized Emergency Management System (SEMS).

NOW, THEREFORE, BE IT RESOLVED, that the Board of Hamilton Unified School District does hereby support the School Emergency Operations Plan.

READ AND ADOPTED THIS _____ DAY OF _____ BY THE GOVERNING BOARD OF THE HAMILTON UNIFIED SCHOOL DISTRICT.

- AYES:
- NOES:
- ABSENT:
- ABSTAINED:

_____ Date

_____ Signature

Submitted annually in February

HAMILTON UNIFIED SCHOOL DISTRICT

AUDIT REPORT

JUNE 30, 2016

San Diego

Los Angeles

San Francisco
Bay Area

christy  white
A PROFESSIONAL
ACCOUNTANCY CORPORATION *associates*

**HAMILTON UNIFIED SCHOOL DISTRICT
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FOR THE YEAR ENDED JUNE 30, 2016**

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FINANCIAL SECTION

INDEPENDENT AUDITORS' REPORT

Governing Board
Hamilton Unified School District
Hamilton City, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Hamilton Unified School District, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Hamilton Unified School District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

Christy White, CPA

Michael Ash, CPA

Heather Rubio

SAN DIEGO
LOS ANGELES
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State Board of Accountancy

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major fund, and the aggregate remaining fund information of Hamilton Unified School District, as of June 30, 2016, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

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

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Hamilton Unified School District's basic financial statements. The supplementary information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements.

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

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 9, 2016 on our consideration of Hamilton Unified School District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Hamilton Unified School District's internal control over financial reporting and compliance.

Christy White Associates

San Diego, California
December 9, 2016

HAMILTON UNIFIED SCHOOL DISTRICT MANAGEMENT'S DISCUSSION AND ANALYSIS

INTRODUCTION

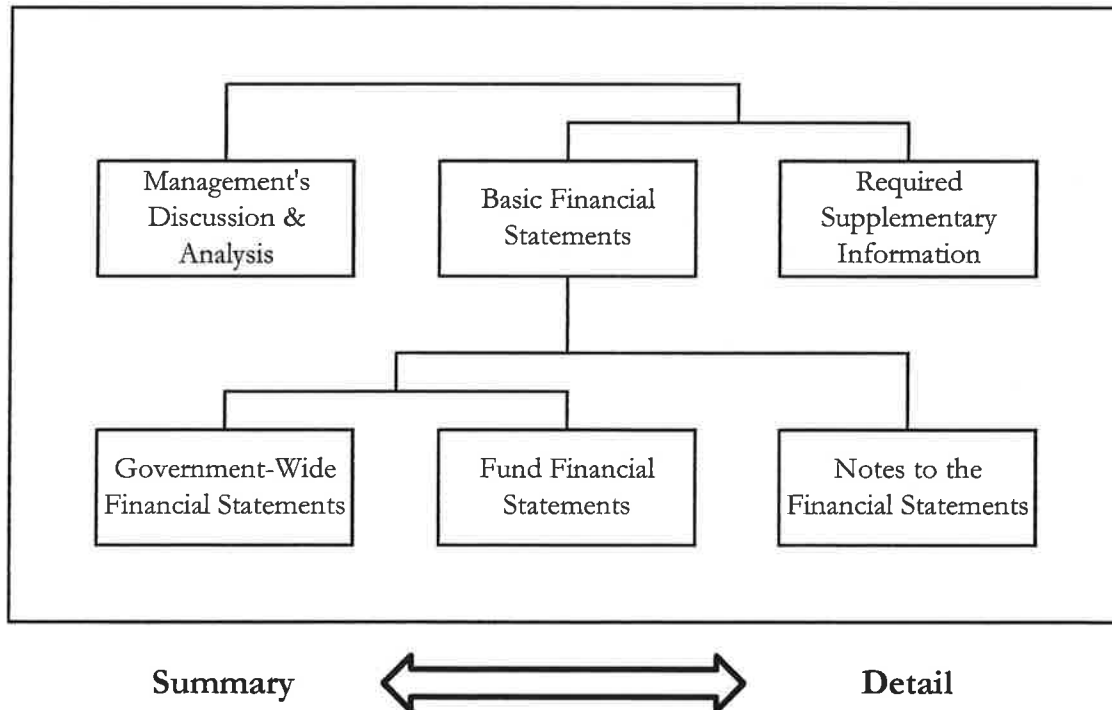
Our discussion and analysis of Hamilton Unified School District's (District) financial performance provides an overview of the District's financial activities for the fiscal year ended June 30, 2016. It should be read in conjunction with the District's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- ▶ Total net position was \$3,580,313 at June 30, 2016. This was an increase of \$509,461 from the prior year's net position.
- ▶ Overall revenues were \$9,513,903 which was more than expenses of \$9,004,442.

OVERVIEW OF FINANCIAL STATEMENTS

Components of the Financials Section



HAMILTON UNIFIED SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS, *continued*
FOR THE YEAR ENDED JUNE 30, 2016

This annual report consists of three parts – Management's Discussion and Analysis (this section), the basic financial statements, and required supplementary information. The three sections together provide a comprehensive overview of the District. The basic financial statements are comprised of two kinds of statements that present financial information from different perspectives:

- ▶ **Government-wide financial statements**, which comprise the first two statements, provide both short-term and long-term information about the entity's overall financial position.

- ▶ **Fund financial statements** focus on reporting the individual parts of District operations in more detail. The fund financial statements comprise the remaining statements.
 - ▶ **Governmental Funds** provide a detailed *short-term* view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs.

 - ▶ **Fiduciary Funds** report balances for which the District is a custodian or *trustee* of the funds, such as Associated Student Bodies and pension funds.

The financial statements also include notes that explain some of the information in the statements and provide more detailed data. The basic financial statements are followed by a section of required and other supplementary information that further explain and support the financial statements.

Government-Wide Statements

The government-wide statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the government's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities, regardless of when cash is received or paid.

The two government-wide statements report the District's net position and how it has changed. Net position is one way to measure the District's financial health or position. Over time, increases or decreases in the District's net position are an indicator of whether its financial health is improving or deteriorating, respectively.

The government-wide financial statements of the District include governmental activities. All of the District's basic services are included here, such as regular education, food service, maintenance and general administration. Local control formula funding and federal and state grants finance most of these activities.

**HAMILTON UNIFIED SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS, continued
FOR THE YEAR ENDED JUNE 30, 2016**

FINANCIAL ANALYSIS OF THE ENTITY AS A WHOLE

Net Position

The District's combined net position was \$3,580,313 at June 30, 2016, as reflected in the table below. Of this amount, (\$2,839,103) was unrestricted. Restricted net position is reported separately to show legal constraints from debt covenants and enabling legislation that limit the Governing Board's ability to use that net position for day-to-day operations.

	Governmental Activities		
	2016	2015	Net Change
ASSETS			
Current and other assets	\$ 4,433,018	\$ 4,011,147	\$ 421,871
Capital assets	5,912,196	5,914,780	(2,584)
Total Assets	10,345,214	9,925,927	419,287
DEFERRED OUTFLOWS OF RESOURCES	869,461	442,013	427,448
LIABILITIES			
Current liabilities	372,514	406,643	(34,129)
Long-term liabilities	6,706,548	5,673,979	1,032,569
Total Liabilities	7,079,062	6,080,622	998,440
DEFERRED INFLOWS OF RESOURCES	555,300	1,216,466	(661,166)
NET POSITION			
Net investment in capital assets	5,267,958	5,201,094	66,864
Restricted	1,151,458	1,047,196	104,262
Unrestricted	(2,839,103)	(3,177,438)	338,335
Total Net Position	\$ 3,580,313	\$ 3,070,852	\$ 509,461

**HAMILTON UNIFIED SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS, continued
FOR THE YEAR ENDED JUNE 30, 2016**

FINANCIAL ANALYSIS OF THE ENTITY AS A WHOLE (continued)

Changes in Net Position

The results of this year's operations for the District as a whole are reported in the Statement of Activities. The table below takes the information from the Statement and rearranges them slightly, so you can see our total revenues, expenses, and special items for the year.

	Governmental Activities		
	2016	2015	Net Change
REVENUES			
Program revenues			
Charges for services	\$ 28,064	\$ 34,959	\$ (6,895)
Operating grants and contributions	1,609,676	1,316,625	293,051
General revenues			
Property taxes	1,543,844	1,376,687	167,157
Unrestricted federal and state aid	6,000,167	5,046,065	954,102
Other	332,152	479,954	(147,802)
Total Revenues	9,513,903	8,254,290	1,259,613
EXPENSES			
Instruction	4,735,805	4,740,100	(4,295)
Instruction-related services	1,067,527	1,084,496	(16,969)
Pupil services	778,768	731,205	47,563
General administration	645,295	679,174	(33,879)
Plant services	1,318,629	725,082	593,547
Debt service	28,457	31,552	(3,095)
Other Outgo	429,961	386,343	43,618
Total Expenses	9,004,442	8,377,952	626,490
Change in net position	509,461	(123,662)	633,123
Net Position - Beginning*	3,070,852	3,194,514	(123,662)
Net Position - Ending	\$ 3,580,313	\$ 3,070,852	\$ 509,461

* Beginning Net Position was restated for the 2015 year only

**HAMILTON UNIFIED SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS, continued
FOR THE YEAR ENDED JUNE 30, 2016**

FINANCIAL ANALYSIS OF THE ENTITY AS A WHOLE (continued)

Changes in Net Position (continued)

The total cost of all our governmental activities this year was \$9,004,442, while net cost of services was only \$7,366,702 (refer to the table below). The amount that our taxpayers ultimately financed for these activities through taxes was only \$1,543,844 because the cost was paid by other governments and organizations who subsidized certain programs with grants and contributions.

	Net Cost of Services	
	2016	2015
Instruction	\$ 4,009,528	\$ 4,236,843
Instruction-related services	773,538	1,039,906
Pupil services	316,608	277,301
General administration	615,032	618,748
Plant services	1,193,578	580,170
Debt service	28,457	31,552
Transfers to other agencies	429,961	241,848
Total Expenses	\$ 7,366,702	\$ 7,026,368

FINANCIAL ANALYSIS OF THE DISTRICT'S MAJOR FUNDS

The financial performance of the District as a whole is reflected in its governmental funds as well. As the District completed this year, its governmental funds reported a combined fund balance of \$4,190,580, which is more than last year's ending fund balance of \$3,730,725. The District's General Fund had \$1,072,605 more in operating revenues than expenditures for the year ended June 30, 2016.

CURRENT YEAR BUDGET 2015-16

During the fiscal year, budget revisions and appropriation transfers are presented to the Board for their approval on a monthly basis to reflect changes to both revenues and expenditures that become known during the year. In addition, the Board of Education approves financial projections included with the Adopted Budget, First Interim, and Second Interim financial reports. The Unaudited Actuals reflect the District's financial projections and current budget based on State and local financial information.

**HAMILTON UNIFIED SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS, continued
FOR THE YEAR ENDED JUNE 30, 2016**

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

By the end of 2015-16 the District had invested \$5,912,196 in capital assets, net of accumulated depreciation.

	Governmental Activities		
	2016	2015	Net Change
CAPITAL ASSETS			
Land	\$ 293,887	\$ 293,887	\$ -
Land improvements	604,362	604,362	-
Buildings & improvements	9,278,697	9,069,289	209,408
Furniture & equipment	1,373,181	1,252,758	120,423
Accumulated depreciation	(5,637,931)	(5,305,516)	(332,415)
Total Capital Assets	\$ 5,912,196	\$ 5,914,780	\$ (2,584)

Long-Term Liabilities

At year-end, the District had \$6,706,548 in long-term liabilities, a 18.2% increase from last year – as shown in the table below. (More detailed information about the District's long-term liabilities is presented in footnotes to the financial statements.)

	Governmental Activities		
	2016	2015	Net Change
LONG-TERM LIABILITIES			
Total general obligation bonds	\$ 637,800	\$ 701,200	\$ (63,400)
Capital leases	6,438	12,486	(6,048)
Early retirement incentive	229,643	270,228	(40,585)
Compensated absences	26,418	18,533	7,885
Net OPEB obligation	254,799	266,230	(11,431)
Net pension liability	5,670,099	4,518,960	1,151,139
Less: current portion of long-term debt	(118,649)	(113,658)	(4,991)
Total Long-term Liabilities	\$ 6,706,548	\$ 5,673,979	\$ 1,032,569

**HAMILTON UNIFIED SCHOOL DISTRICT
MANAGEMENT'S DISCUSSION AND ANALYSIS, continued
FOR THE YEAR ENDED JUNE 30, 2016**

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

At the time these financial statements were prepared and audited, the District was aware of several circumstances that could affect its future financial health.

Landmark legislation passed in Year 2013 reformed California school district finance by creating the Local Control Funding Formula (LCFF). The District continues to analyze the impact of the LCFF on funding for our program offerings and services. The LCFF is designed to provide a flexible funding mechanism that links student achievement to state funding levels. The LCFF provides a per pupil base grant amount, by grade span, that is augmented by supplemental funding for targeted student groups in low income brackets, those that are English language learners and foster youth. The State anticipates all school districts to reach the statewide targeted base funding levels by 2020-21 but the annual amount funded to meet the target is uncertain.

Factors related to LCFF that the District is monitoring include: (1) estimates of funding in the next budget year and beyond; (2) the Local Control and Accountability Plan (LCAP) that aims to link student accountability measurements to funding allocations; (3) ensuring the integrity of reporting student data through the California Longitudinal Pupil Achievement Data System (CALPADs); and, (4) meeting annual compliance and audit requirements.

The State's economy is expected to grow faster than the national economy with unemployment dropping. Personal income is expected to grow 3.6%; according to the UCLA Anderson Economic Forecast, April 2016. The ability of the State to fund the LCFF and other programs is largely dependent on the strength of the State's economy and while positive remains uncertain.

The District participates in state employee pensions plans, PERS and STRS, and both are underfunded. The District's proportionate share of the liability is reported in the Statement of Net Position as of June 30, 2016. The amount of the liability is material to the financial position of the District. To address the underfunding issues, the pension plans continue to raise employer rates in future years and the increased costs are significant.

Enrollment can fluctuate due to factors such as population growth, competition from private, parochial, inter-district transfers in or out, economic conditions and housing values. Losses in enrollment will cause a school district to lose operating revenues without necessarily permitting the district to make adjustments in fixed operating costs.

All of these factors were considered in preparing the District's budget for the 2016-17 fiscal year.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, students, and investors and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need any additional financial information, contact the District's Business Office, Hamilton Unified School District, 620 Canal Street, PO Box 488; Hamilton City, CA 95951.

HAMILTON UNIFIED SCHOOL DISTRICT
STATEMENT OF NET POSITION
JUNE 30, 2016

	<u>Governmental</u> <u>Activities</u>
ASSETS	
Cash and investments	\$ 4,134,959
Accounts receivable	289,612
Inventory	8,447
Capital assets, not depreciated	293,887
Capital assets, net of accumulated depreciation	5,618,309
Total Assets	<u>10,345,214</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows related to pensions	869,461
Total Deferred Outflows of Resources	<u>869,461</u>
LIABILITIES	
Accrued liabilities	247,766
Unearned revenue	6,099
Long-term liabilities, current portion	118,649
Long-term liabilities, non-current portion	6,706,548
Total Liabilities	<u>7,079,062</u>
DEFERRED INFLOWS OF RESOURCES	
Deferred inflows related to pensions	555,300
Total Deferred Inflows of Resources	<u>555,300</u>
NET POSITION	
Net investment in capital assets	5,267,958
Restricted:	
Capital projects	109,036
Debt service	161,271
Educational programs	623,501
All others	257,650
Unrestricted	(2,839,103)
Total Net Position	<u>\$ 3,580,313</u>

The accompanying notes are an integral part of these financial statements.

**HAMILTON UNIFIED SCHOOL DISTRICT
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2016**

Function/Programs	Expenses	Program Revenues		Net (Expenses) Revenues and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Governmental Activities
GOVERNMENTAL ACTIVITIES				
Instruction	\$ 4,735,805	\$ -	\$ 726,277	\$ (4,009,528)
Instruction-related services				
Instructional supervision and administration	1,463	-	-	(1,463)
Instructional library, media, and technology	166,146	-	143	(166,003)
School site administration	899,918	-	293,846	(606,072)
Pupil services				
Home-to-school transportation	134,564	-	-	(134,564)
Food services	458,618	28,064	423,999	(6,555)
All other pupil services	185,586	-	10,097	(175,489)
General administration				
All other general administration	645,295	-	30,263	(615,032)
Plant services	1,318,629	-	125,051	(1,193,578)
Interest on long-term debt	28,457	-	-	(28,457)
Other Outgo	429,961	-	-	(429,961)
Total Governmental Activities	\$ 9,004,442	\$ 28,064	\$ 1,609,676	(7,366,702)
General revenues				
Taxes and subventions				
				1,445,244
				98,600
				6,000,167
				9,035
				117,182
				205,935
				<u>7,876,163</u>
CHANGE IN NET POSITION				
				509,461
Net Position - Beginning				
				<u>3,070,852</u>
Net Position - Ending				
				<u>\$ 3,580,313</u>

The accompanying notes are an integral part of these financial statements.

**HAMILTON UNIFIED SCHOOL DISTRICT
GOVERNMENTAL FUNDS
BALANCE SHEET
JUNE 30, 2016**

	General Fund	Non-Major Governmental Funds	Total Governmental Funds
ASSETS			
Cash and investments	\$ 3,271,469	\$ 863,490	\$ 4,134,959
Accounts receivable	209,492	80,120	289,612
Due from other funds	10,000	-	10,000
Stores inventory	-	8,447	8,447
Total Assets	\$ 3,490,961	\$ 952,057	\$ 4,443,018
LIABILITIES			
Accrued liabilities	\$ 226,628	\$ 9,711	\$ 236,339
Due to other funds	-	10,000	10,000
Unearned revenue	6,099	-	6,099
Total Liabilities	232,727	19,711	252,438
FUND BALANCES			
Nonspendable	10,000	8,447	18,447
Restricted	594,372	568,513	1,162,885
Committed	-	355,386	355,386
Assigned	204,327	-	204,327
Unassigned	2,449,535	-	2,449,535
Total Fund Balances	3,258,234	932,346	4,190,580
Total Liabilities and Fund Balances	\$ 3,490,961	\$ 952,057	\$ 4,443,018

The accompanying notes are an integral part of these financial statements.

**HAMILTON UNIFIED SCHOOL DISTRICT
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT
OF NET POSITION
JUNE 30, 2016**

Total Fund Balance - Governmental Funds \$ 4,190,580

Amounts reported for assets and liabilities for governmental activities in the statement of net position are different from amounts reported in governmental funds because:

Capital assets:

In governmental funds, only current assets are reported. In the statement of net position, all assets are reported, including capital assets and accumulated depreciation:

Capital assets	\$ 11,550,127	
Accumulated depreciation	<u>(5,637,931)</u>	5,912,196

Unmatured interest on long-term debt:

In governmental funds, interest on long-term debt is not recognized until the period in which it matures and is paid. In the government-wide statement of activities, it is recognized in the period that it is incurred. The additional liability for unmatrued interest owing at the end of the period was:

(11,427)

Long-term liabilities:

In governmental funds, only current liabilities are reported. In the statement of net position, all liabilities, including long-term liabilities, are reported. Long-term liabilities relating to governmental activities consist of:

Total general obligation bonds	\$ 637,800	
Capital leases	6,438	
Early retirement incentive	229,643	
Compensated absences	26,418	
Net OPEB obligation	254,799	
Net pension liability	<u>5,670,099</u>	(6,825,197)

Deferred outflows and inflows of resources relating to pensions:

In governmental funds, deferred outflows and inflows of resources relating to pensions are not reported because they are applicable to future periods. In the statement of net position, deferred outflows and inflows of resources relating to pensions are reported.

Deferred outflows of resources related to pensions	\$ 869,461	
Deferred inflows of resources related to pensions	<u>(555,300)</u>	314,161

Total Net Position - Governmental Activities \$ 3,580,313

The accompanying notes are an integral part of these financial statements.

**HAMILTON UNIFIED SCHOOL DISTRICT
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2016**

	General Fund	Non-Major Governmental Funds	Total Governmental Funds
REVENUES			
LCFF sources	\$ 6,891,392	\$ -	\$ 6,891,392
Federal sources	301,577	400,647	702,224
Other state sources	1,102,625	362,840	1,465,465
Other local sources	307,593	162,096	469,689
Total Revenues	8,603,187	925,583	9,528,770
EXPENDITURES			
Current			
Instruction	4,363,894	236,531	4,600,425
Instruction-related services			
Instructional supervision and administration	1,463	-	1,463
Instructional library, media, and technology	165,220	-	165,220
School site administration	839,967	56,823	896,790
Pupil services			
Home-to-school transportation	72,543	-	72,543
Food services	3,181	429,939	433,120
All other pupil services	176,914	-	176,914
General administration			
All other general administration	624,792	-	624,792
Plant services	780,216	722,852	1,503,068
Facilities acquisition and maintenance	65,578	-	65,578
Transfers to other agencies	429,961	-	429,961
Debt service			
Principal	6,048	63,400	69,448
Interest and other	805	28,788	29,593
Total Expenditures	7,530,582	1,538,333	9,068,915
Excess (Deficiency) of Revenues Over Expenditures	1,072,605	(612,750)	459,855
Other Financing Sources (Uses)			
Transfers in	-	454,000	454,000
Transfers out	(454,000)	-	(454,000)
Net Financing Sources (Uses)	(454,000)	454,000	-
NET CHANGE IN FUND BALANCE	618,605	(158,750)	459,855
Fund Balance - Beginning	2,639,629	1,091,096	3,730,725
Fund Balance - Ending	\$ 3,258,234	\$ 932,346	\$ 4,190,580

The accompanying notes are an integral part of these financial statements.

**HAMILTON UNIFIED SCHOOL DISTRICT
RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2016**

Net Change in Fund Balances - Governmental Funds \$ 459,855

Amounts reported for governmental activities in the statement of activities are different from amounts reported in governmental funds because:

Capital outlay:

In governmental funds, the costs of capital assets are reported as expenditures in the period when the assets are acquired. In the statement of activities, costs of capital assets are allocated over their estimated useful lives as depreciation expense. The difference between capital outlay expenditures and depreciation expense for the period is:

Expenditures for capital outlay:	\$	343,007	
Depreciation expense:		(338,506)	4,501

Debt service:

In governmental funds, repayments of long-term debt are reported as expenditures. In the government-wide statements, repayments of long-term debt are reported as reductions of liabilities. Expenditures for repayment of the principal portion of long-term debt were:

69,448

Gain or loss from the disposal of capital assets:

In governmental funds, the entire proceeds from disposal of capital assets are reported as revenue. In the statement of activities, only the resulting gain or loss is reported. The difference between the proceeds from disposal of capital assets and the resulting gain or loss is:

(7,085)

Unmatured interest on long-term debt:

In governmental funds, interest on long-term debt is recognized in the period that it becomes due. In the government-wide statement of activities, it is recognized in the period it is incurred. Unmatured interest owing at the end of the period, less matured interest paid during the period but owing from the prior period, was:

1,136

Compensated absences:

In governmental funds, compensated absences are measured by the amounts paid during the period. In the statement of activities, compensated absences are measured by the amount earned. The difference between compensated absences paid and compensated absences earned, was:

(7,885)

The accompanying notes are an integral part of these financial statements.

**HAMILTON UNIFIED SCHOOL DISTRICT
RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCE TO THE STATEMENT OF
ACTIVITIES, continued
FOR THE YEAR ENDED JUNE 30, 2016**

Postemployment benefits other than pensions (OPEB):

In governmental funds, OPEB costs are recognized when employer contributions are made. In the statement of activities, OPEB costs are recognized on the accrual basis. This year, the difference between OPEB costs and actual employer contributions was:

11,431

Pensions:

In governmental funds, pension costs are recognized when employer contributions are made, in the government-wide statement of activities, pension costs are recognized on the accrual basis. This year, the difference between accrual-basis pension costs and employer contributions was:

(62,525)

Other liabilities not normally liquidated with current financial resources:

In the government-wide statements, expenses must be accrued in connection with any liabilities incurred during the period that are not expected to be liquidated with current financial resources. Examples include special termination benefits such as retirement incentives financed over time, and structured legal settlements. This year, expenses incurred for such obligations were:

40,585

Change in Net Position of Governmental Activities

\$	509,461
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The accompanying notes are an integral part of these financial statements.

**HAMILTON UNIFIED SCHOOL DISTRICT
 FIDUCIARY FUNDS
 STATEMENT OF NET POSITION
 JUNE 30, 2016**

	<u>Trust Funds</u>	<u>Agency Funds</u>
	<u>Private-Purpose</u>	<u>Student Body</u>
	<u>Trust Fund</u>	<u>Fund</u>
ASSETS		
Cash and investments	\$ 32,501	\$ 173,875
Total Assets	<u>32,501</u>	<u>\$ 173,875</u>
LIABILITIES		
Due to student groups	-	\$ 173,875
Total Liabilities	<u>-</u>	<u>\$ 173,875</u>
NET POSITION		
Unrestricted	32,501	
Total Net Position	<u>\$ 32,501</u>	

The accompanying notes are an integral part of these financial statements.

**HAMILTON UNIFIED SCHOOL DISTRICT
 FIDUCIARY FUNDS
 STATEMENT OF CHANGES IN NET POSITION
 FOR THE YEAR ENDED JUNE 30, 2016**

	<u>Trust Funds</u>
	<u>Private-Purpose</u>
	<u>Trust Fund</u>
ADDITIONS	
Contributions	\$ 4,270
Total Additions	<u>4,270</u>
DEDUCTIONS	
Other trust activities	8,011
Total Deductions	<u>8,011</u>
CHANGE IN NET POSITION	(3,741)
Net Position - Beginning	<u>36,242</u>
Net Position - Ending	<u>\$ 32,501</u>

HAMILTON UNIFIED SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2016

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Financial Reporting Entity

The Hamilton Unified School District (the "District") accounts for its financial transactions in accordance with the policies and procedures of the Department of Education's *California School Accounting Manual*. The accounting policies of the District conform to generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA).

The District operates under a locally elected Board form of government and provides educational services to grades K-12 as mandated by the state. A reporting entity is comprised of the primary government, component units, and other organizations that are included to ensure the financial statements are not misleading. The primary government of the District consists of all funds, departments and agencies that are not legally separate from the District. For the District, this includes general operations, food service, and student-related activities.

B. Component Units

Component units are legally separate organizations for which the District is financially accountable. Component units may also include organizations that are fiscally dependent on the District in that the District approves their budget, the issuance of their debt or the levying of their taxes. In addition, component units are other legally separate organizations for which the District is not financially accountable but the nature and significance of the organization's relationship with the District is such that exclusion would cause the District's financial statements to be misleading or incomplete. The District has no such component units.

C. Basis of Presentation

Government-Wide Statements. The statement of net position and the statement of activities display information about the primary government (the District). These statements include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double-counting of internal activities. Governmental activities generally are financed through taxes, intergovernmental revenue, and other non-exchange transactions.

The statement of activities presents a comparison between direct expenses and program revenue for each function of the District's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Indirect expense allocations that have been made in the funds have been reserved for the statement of activities. Program revenues include charges paid by the recipients of the goods or services offered by the programs and grants and contributions that are restricted to meeting of operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues. The comparison of program revenues and expenses identifies the extent to which each program or business segment is self-financing or draws from the general revenues of the District.

HAMILTON UNIFIED SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
JUNE 30, 2016

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

C. Basis of Presentation (continued)

Fund Financial Statements. The fund financial statements provide information about the District's funds, including its fiduciary funds. Separate statements for each fund category – governmental and fiduciary – are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as non-major funds.

Governmental funds are used to account for activities that are governmental in nature. Governmental activities are typically tax-supported and include education of pupils, operation of food service and child development programs, construction and maintenance of school facilities, and repayment of long-term debt.

Fiduciary funds are used to account for assets held by the District in a trustee or agency capacity for others that cannot be used to support the District's own programs.

Major Governmental Funds

General Fund: The General Fund is the main operating fund of the District. It is used to account for all activities except those that are required to be accounted for in another fund. In keeping with the minimum number of funds principle, all of the District's activities are reported in the General Fund unless there is a compelling reason to account for an activity in another fund. A District may have only one General Fund.

Non-Major Governmental Funds

Special Revenue Funds: Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects. The District maintains the following special revenue funds:

Adult Education Fund: This fund is used to account separately for federal, state, and local revenues for adult education programs. Money in this fund shall be expended for adult education purposes only. Moneys received for programs other than adult education shall not be expended for adult education (Education Code Sections 52616[b] and 52501.5[a]).

Child Development Fund: This fund is used to account separately for federal, state, and local revenues to operate child development programs. All moneys received by the District for, or from the operation of, child development services covered under the Child Care and Development Services Act (*Education Code Section 8200 et seq.*) shall be deposited into this fund. The moneys may be used only for expenditures for the operation of child development programs. The costs incurred in the maintenance and operation of child development services shall be paid from this fund, with accounting to reflect specific funding sources (*Education Code Section 8328*).

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

C. Basis of Presentation (continued)

Non-Major Governmental Funds (continued)

Special Revenue Funds (continued):

Cafeteria Special Revenue Fund: This fund is used to account separately for federal, state, and local resources to operate the food service program (*Education Code Sections 38090–38093*). The Cafeteria Special Revenue Fund shall be used only for those expenditures authorized by the governing board as necessary for the operation of the District's food service program (*Education Code Sections 38091 and 38100*).

Deferred Maintenance Fund: This fund is used to account separately for state apportionments and the District's contributions for deferred maintenance purposes (*Education Code Sections 17582–17587*). In addition, whenever the state funds provided pursuant to *Education Code Sections 17584 and 17585* (apportionments from the State Allocation Board) are insufficient to fully match the local funds deposited in this fund, the governing board of a school district may transfer the excess local funds deposited in this fund to any other expenditure classifications in other funds of the District (*Education Code Sections 17582 and 17583*).

Capital Project Funds: Capital project funds are established to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

Capital Facilities Fund: This fund is used primarily to account separately for moneys received from fees levied on developers or other agencies as a condition of approving a development (*Education Code Sections 17620–17626*). The authority for these levies may be county/city ordinances (*Government Code Sections 65970–65981*) or private agreements between the District and the developer. Interest earned in the Capital Facilities Fund is restricted to that fund (*Government Code Section 66006*).

Special Reserve Fund for Capital Outlay Projects: This fund exists primarily to provide for the accumulation of General Fund moneys for capital outlay purposes (*Education Code Section 42840*).

Debt Service Funds: Debt service funds are established to account for the accumulation of resources for and the payment of principal and interest on general long-term debt.

Bond Interest and Redemption Fund: This fund is used for the repayment of bonds issued for the District (*Education Code Sections 15125–15262*). The board of supervisors of the county issues the bonds. The proceeds from the sale of the bonds are deposited in the county treasury to the Building Fund of the District. Any premiums or accrued interest received from the sale of the bonds must be deposited in the Bond Interest and Redemption Fund of the District. The county auditor maintains control over the District's Bond Interest and Redemption Fund. The principal and interest on the bonds must be paid by the county treasurer from taxes levied by the county auditor-controller.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

C. Basis of Presentation (continued)

Non-Major Governmental Funds (continued)

Fiduciary Funds

Trust and Agency Funds: Trust and agency funds are used to account for assets held in a trustee or agent capacity for others that cannot be used to support the District's own programs. The key distinction between trust and agency funds is that trust funds are subject to a trust agreement that affects the degree of management involvement and the length of time that the resources are held.

Private-Purpose Trust Fund: The Private-Purpose Trust Fund is a scholarship trust fund, and consists only of accounts such as cash and balancing net position accounts.

Student Body Fund: The Student Body Fund is an agency fund and, therefore, consists only of accounts such as cash and balancing liability accounts, such as due to student groups. The student body itself maintains its own general fund, which accounts for the transactions of that entity in raising and expending money to promote the general welfare, morale, and educational experiences of the student body (*Education Code Sections 48930–48938*).

D. Basis of Accounting – Measurement Focus

Government-Wide and Fiduciary Financial Statements

The government-wide and fiduciary fund financial statements are reported using the economic resources measurement focus. The government-wide and fiduciary fund financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place.

Net Position equals assets and deferred outflows of resources minus liabilities and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. The net position should be reported as restricted when constraints placed on its use are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation. The net position restricted for other activities results from special revenue funds and the restrictions on their use.

Governmental Funds

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Governmental funds use the modified accrual basis of accounting.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Basis of Accounting – Measurement Focus (continued)

Revenues – Exchange and Non-Exchange Transactions

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded under the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. "Available" means the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. Generally, "available" means collectible within the current period or within 60 days after year-end. However, to achieve comparability of reporting among California school districts and so as not to distort normal revenue patterns, with specific respect to reimbursements grants and corrections to State-aid apportionments, the California Department of Education has defined available for school districts as collectible within one year.

Non-exchange transactions, in which the District receives value without directly giving equal value in return, include property taxes, grants, and entitlements. Under the accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from the grants and entitlements is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Eligibility requirements include timing requirements, which specify the year when the resources are to be used or the fiscal year when use is first permitted; matching requirements, in which the District must provide local resources to be used for a specific purpose; and expenditure requirements, in which the resources are provided to the District on a reimbursement basis. Under the modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Unearned Revenue

Unearned revenue arises when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period or when resources are received by the District prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the District has a legal claim to the resources, the liability for unearned revenue is removed from the balance sheet and revenue is recognized.

Certain grants received that have not met eligibility requirements are recorded as unearned revenue. On the governmental fund financial statements, receivables that will not be collected within the available period are also recorded as unearned revenue.

Expenses/Expenditures

On the accrual basis of accounting, expenses are recognized at the time a liability is incurred. On the modified accrual basis of accounting, expenditures are generally recognized in the accounting period in which the related fund liability is incurred, as under the accrual basis of accounting. However, under the modified accrual basis of accounting, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. Allocations of cost, such as depreciation and amortization, are not recognized in the governmental funds. When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

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

Cash and Cash Equivalents

The District’s cash and cash equivalents consist of cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

Investments

Investments with original maturities greater than one year are stated at fair value. Fair value is estimated based on quoted market prices at year-end. All investments not required to be reported at fair value are stated at cost or amortized cost. Fair values of investments in county and State investment pools are determined by the program sponsor.

Inventories

Inventories are valued at historical cost using the first-in/first-out (FIFO) method. The costs of governmental fund-type inventories are recorded as expenditures when consumed rather than when purchased.

Capital Assets

The accounting and reporting treatment applied to the capital assets associated with a fund is determined by its measurement focus. Capital assets are reported in the governmental activities column of the government-wide statement of net position, but are not reported in the fund financial statements.

Capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair acquisition value as of the date received. The District maintains a capitalization threshold of \$5,000. The District does not own any infrastructure as defined in GASB Statement No. 34. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset’s life are not capitalized. All reported capital assets, except for land and construction in progress, are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets.

Depreciation is computed using the straight-line method over the following estimated useful lives:

<u>Asset Class</u>	<u>Estimated Useful Life</u>
Buildings and Improvements	25 – 50 years
Furniture and Equipment	15 – 20 years
Vehicles	8 years

Interfund Balances

On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "Due from other funds/Due to other funds." These amounts are eliminated in the governmental activities columns of the statement of net position.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, Fund Balance and Net Position (continued)

Compensated Absences

Accumulated unpaid employee vacation benefits are accrued as a liability as the benefits are earned. The entire compensated absence liability is reported on the government-wide financial statements. For governmental funds, the current portion of unpaid compensated absences is recognized upon the occurrence of relevant events such as employee resignations and retirements that occur prior to year-end that have not yet been paid with expendable available financial resource. These amounts are recorded in the fund from which the employees who have accumulated leave are paid.

Accumulated sick leave benefits are not recognized as liabilities of the District. The District's policy is to record sick leave as an operating expense in the period taken because such benefits do not vest, nor is payment probable; however, unused sick leave is added to the creditable service period for calculation of retirement benefits when the employee retires.

Accrued Liabilities and Long-Term Obligations

All payables, accrued liabilities, and long-term obligations are reported in the government-wide financial statements. In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources are reported as obligations of the funds.

Premiums and Discounts

In the government-wide financial statements, long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight line method.

Deferred Outflows/Deferred Inflows of Resources

In addition to assets, the District will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the District will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time.

Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the defined benefit pension plans (the Plans) of the California State Teachers' Retirement System (CalSTRS) and the California Public Employees' Retirement System (CalPERS) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by the Plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, Fund Balance and Net Position (continued)

Fund Balance

Fund balance is divided into five classifications based primarily on the extent to which the District is bound to observe constraints imposed upon the use of the resources in the governmental funds. The classifications are as follows:

Nonspendable - The nonspendable fund balance classification reflects amounts that are not in spendable form. Examples include inventory, prepaid items, the long-term portion of loans receivable, and nonfinancial assets held for resale. This classification also reflects amounts that are in spendable form but that are legally or contractually required to remain intact, such as the principal of a permanent endowment.

Restricted - The restricted fund balance classification reflects amounts subject to externally imposed and legally enforceable constraints. Such constraints may be imposed by creditors, grantors, contributors, or laws or regulations of other governments, or may be imposed by law through constitutional provisions or enabling legislation.

Committed - The committed fund balance classification reflects amounts subject to internal constraints self-imposed by formal action of the Governing Board. The constraints giving rise to committed fund balance must be imposed no later than the end of the reporting period. The actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements. In contrast to restricted fund balance, committed fund balance may be redirected by the government to other purposes as long as the original constraints are removed or modified in the same manner in which they were imposed, that is, by the same formal action of the Governing Board.

Assigned - The assigned fund balance classification reflects amounts that the government *intends* to be used for specific purposes. Assignments may be established either by the Governing Board or by a designee of the governing body, and are subject to neither the restricted nor committed levels of constraint. In contrast to the constraints giving rise to committed fund balance, constraints giving rise to assigned fund balance are not required to be imposed, modified, or removed by formal action of the Governing Board. The action does not require the same level of formality and may be delegated to another body or official. Additionally, the assignment need not be made before the end of the reporting period, but rather may be made any time prior to the issuance of the financial statements.

Unassigned - In the General Fund only, the unassigned fund balance classification reflects the residual balance that has not been assigned to other funds and that is not restricted, committed, or assigned to specific purposes. However, deficits in any fund, including the General Fund that cannot be eliminated by reducing or eliminating amounts assigned to other purposes are reported as negative unassigned fund balance.

The District applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

HAMILTON UNIFIED SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS, *continued*
JUNE 30, 2016

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

F. Interfund Activity

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds. Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented in the financial statements. Interfund transfers are eliminated in the governmental activities columns of the statement of activities.

G. Estimates

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

H. Budgetary Data

The budgetary process is prescribed by provisions of the California Education Code and requires the governing board to hold a public hearing and adopt an operating budget no later than July 1 of each year. The District governing board satisfied these requirements. The adopted budget is subject to amendment throughout the year to give consideration to unanticipated revenue and expenditures primarily resulting from events unknown at the time of budget adoption with the legal restriction that expenditures cannot exceed appropriations by major object account.

The amounts reported as the original budgeted amounts in the budgetary statements reflect the amounts when the original appropriations were adopted. The amounts reported as the final budgeted amounts in the budgetary statements reflect the amounts after all budget amendments have been accounted for. For purposes of the budget, on-behalf payments have not been included as revenue and expenditures as required under generally accepted accounting principles.

I. Property Tax

Secured property taxes attach as an enforceable lien on property as of January 1. Taxes are payable in two installments on November 1 and February 1 and become delinquent on December 10 and April 10, respectively. Unsecured property taxes are payable in one installment on or before August 31. The County Auditor-Controller bills and collects the taxes on behalf of the District. Local property tax revenues are recorded when received.

HAMILTON UNIFIED SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
JUNE 30, 2016

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

J. New Accounting Pronouncements

GASB Statement No. 72 – In February 2015, GASB issued Statement No. 72, *Fair Value Measurement and Application*. This standard addresses accounting and financial reporting issues related to fair value measurements. The Statement is effective for periods beginning after June 15, 2015. The District has implemented GASB Statement No. 72 for the year ended June 30, 2016.

GASB Statement No. 73 – In June 2015, GASB issued Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets That are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*. This standard establishes requirements for defined benefit pensions that are not within the scope of GASB Statement 68 and amends certain provisions of GASB Statements 67 and 68. A portion of this Statement is effective for periods beginning after June 15, 2015. The District has implemented GASB Statement No. 73 for the year ended June 30, 2016.

GASB Statement No. 75 – In June 2015, GASB issued Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. This standard's primary objective is to improve accounting and financial reporting by state and local governments for postemployment benefits other than pensions. The Statement is effective for periods beginning after June 15, 2017. The District has not yet determined the impact on the financial statements.

GASB Statement No. 80 – In January 2016, GASB issued Statement No. 80, *Blending Requirements for Certain Component Units – an Amendment of GASB Statement No. 14*. This standard's primary objective is to improve financial reporting by clarifying the financial statement presentation requirements for certain component units. The Statement is effective for periods beginning after June 15, 2016. The District has not yet determined the impact on the financial statements.

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 2 – CASH AND INVESTMENTS

A. Summary of Cash and Investments

	Governmental Funds	Fiduciary Funds
Investment in county treasury	\$ 4,119,983	\$ -
Cash on hand and in banks	4,976	206,376
Cash in revolving fund	10,000	-
Total cash and investments	\$ 4,134,959	\$ 206,376

B. Policies and Practices

The District is authorized under California Government Code to make direct investments in local agency bonds, notes, or warrants within the state; U.S. Treasury instruments; registered state warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; collateralized mortgage obligations; and the County Investment Pool.

Investment in County Treasury – The District maintains substantially all of its cash in the County Treasury in accordance with *Education Code Section 41001*. The Glenn County Treasurer’s pooled investments are managed by the County Treasurer who reports on a monthly basis to the board of supervisors. In addition, the function of the County Treasury Oversight Committee is to review and monitor the County’s investment policy. The committee membership includes the Treasurer and Tax Collector, the Auditor-Controller, Chief Administrative Officer, Superintendent of Schools Representative, and a public member. The fair value of the District’s investment in the pool is based upon the District’s pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 2 – CASH AND INVESTMENTS (continued)

C. General Authorizations

Except for investments by trustees of debt proceeds, the authority to invest District funds deposited with the county treasury is delegated to the County Treasurer and Tax Collector. Additional information about the investment policy of the County Treasurer and Tax Collector may be obtained from its website. The table below identifies the investment types permitted by California Government Code.

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

D. Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District manages its exposure to interest rate risk by investing in the County Treasury. The District maintains a pooled investment with the County Treasury with an amortized book value of \$4,119,983, which approximated fair value.

E. Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The investments in the County Treasury are not required to be rated. As of June 30, 2016, the pooled investments in the County Treasury were not rated.

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, *continued*
 JUNE 30, 2016

NOTE 2 – CASH AND INVESTMENTS (*continued*)

F. Custodial Credit Risk – Deposits

This is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a policy for custodial credit risk for deposits. However, the California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law. The market value of the pledged securities in the collateral pool must equal at least 110 percent of the total amount deposited by the public agencies. California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105 percent of the secured deposits. As of June 30, 2016, the District's bank balance was not exposed to custodial credit risk.

G. Fair Value

The District categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy is based on the valuation inputs used to measure an asset's fair value. The following provides a summary of the hierarchy used to measure fair value:

Level 1 - Quoted prices (unadjusted) in active markets for identical assets.

Level 2 - Observable inputs other than Level 1 prices such as quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, or other inputs that are observable, either directly or indirectly.

Level 3 - Unobservable inputs should be developed using the best information available under the circumstances, which might include the District's own data. The District should adjust that data if reasonable available information indicates that other market participants would use different data or certain circumstances specific to the District are not available to other market participants.

Uncategorized - Investments in the Glenn County Treasury Investment Pool are not measured using the input levels above because the District's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at \$1.00 net asset value per share.

The District's fair value measurements at June 30, 2016 were as follows:

	<u>Uncategorized</u>
Investment in county treasury	\$ 4,119,983
Total fair market value of investments	<u>\$ 4,119,983</u>

HAMILTON UNIFIED SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
JUNE 30, 2016

NOTE 3 – ACCOUNTS RECEIVABLE

Accounts receivable at June 30, 2016 consisted of the following:

	<u>General Fund</u>	<u>Non-Major Governmental Funds</u>	<u>Total Governmental Activities</u>
Federal Government			
Categorical aid	\$ 11,198	\$ 62,202	\$ 73,400
State Government			
Categorical aid	91,605	16,176	107,781
Lottery	80,021	-	80,021
Local Government			
Other local sources	26,668	1,742	28,410
Total	<u>\$ 209,492</u>	<u>\$ 80,120</u>	<u>\$ 289,612</u>

NOTE 4 – CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2016 was as follows:

	<u>Balance July 01, 2015</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2016</u>
Governmental Activities				
Capital assets not being depreciated				
Land	\$ 293,887	\$ -	\$ -	\$ 293,887
Total Capital Assets not Being Depreciated	<u>293,887</u>	<u>-</u>	<u>-</u>	<u>293,887</u>
Capital assets being depreciated				
Land improvements	604,362	-	-	604,362
Buildings & improvements	9,069,289	209,408	-	9,278,697
Furniture & equipment	1,252,758	133,599	13,176	1,373,181
Total Capital Assets Being Depreciated	<u>10,926,409</u>	<u>343,007</u>	<u>13,176</u>	<u>11,256,240</u>
Less Accumulated Depreciation				
Land improvements	405,296	20,573	-	425,869
Buildings & improvements	3,953,191	236,645	-	4,189,836
Furniture & equipment	947,029	81,288	6,091	1,022,226
Total Accumulated Depreciation	<u>5,305,516</u>	<u>338,506</u>	<u>6,091</u>	<u>5,637,931</u>
Governmental Activities				
Capital Assets, net	<u>\$ 5,914,780</u>	<u>\$ 4,501</u>	<u>\$ 7,085</u>	<u>\$ 5,912,196</u>

Depreciation expense is allocated to governmental functions as follows:

Governmental Activities	
Instruction	\$ 209,026
Home-to-school transportation	61,799
Food services	24,282
All other pupil services	7,137
All other general administration	10,455
Plant services	25,807
Total depreciation expense	<u>\$ 338,506</u>

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 5 – INTERFUND TRANSACTIONS

A. Interfund Receivables/Payables (Due From/Due To)

Individual interfund receivable and payable balances at June 30, 2016 were as follows:

The Non-Major Child Development Fund owed the General Fund \$10,000 for repayment of temporary loan.

B. Operating Transfers

Interfund transfers for the year ended June 30, 2016 consisted of the following:

The General Fund transferred \$454,000 to the Non-Major Deferred Maintenance Fund for gas line repair and roofing projects.

NOTE 6 – ACCRUED LIABILITIES

Accrued liabilities at June 30, 2016 consisted of the following:

	General Fund	Non-Major Governmental Funds	District-Wide	Total Governmental Activities
Payroll	\$ 60,605	\$ 3,596	\$ -	\$ 64,201
Vendors payable	166,023	6,115	-	172,138
Unmatured interest	-	-	11,427	11,427
Total	\$ 226,628	\$ 9,711	\$ 11,427	\$ 247,766

NOTE 7 – UNEARNED REVENUE

Unearned revenue at June 30, 2016 consisted of \$6,099 in the General Fund related to federal sources.

HAMILTON UNIFIED SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
JUNE 30, 2016

NOTE 8 – LONG-TERM DEBT

A schedule of changes in long-term debt for the year ended June 30, 2016 consisted of the following:

	Balance July 01, 2015	Additions	Deductions	Balance June 30, 2016	Balance Due In One Year
Governmental Activities					
General obligation bonds	\$ 701,200	\$ -	\$ 63,400	\$ 637,800	\$ 68,000
Capital leases	12,486	-	6,048	6,438	6,438
Early retirement incentive	270,228	-	40,585	229,643	44,211
Compensated absences	18,533	7,885	-	26,418	-
Net OPEB obligation	266,230	-	11,431	254,799	-
Net pension liability	4,518,960	1,151,139	-	5,670,099	-
Total	\$ 5,787,637	\$ 1,159,024	\$ 121,464	\$ 6,825,197	\$ 118,649

- Payments for general obligation bonds are made in the Bond Interest and Redemption Fund.
- Payments for capital lease obligations are made in the General Fund.
- Payments for early retirement incentive are made in the General Fund.
- Payments for compensated absences are typically liquidated in the General Fund and the Non-Major Governmental Funds.

A. Bonded Debt

Series	Issue Date	Maturity Date	Interest Rate	Original Issue	Bonds			Bonds
					Outstanding July 01, 2015	Additions	Deductions	Outstanding June 30, 2016
2011 Refunding	August 30, 2011	August 1, 2023	4.30%	\$ 886,200	\$ 701,200	\$ -	\$ 63,400	\$ 637,800
					\$ 701,200	\$ -	\$ 63,400	\$ 637,800

Election 1998

In an election held April 14, 1998, the voters authorized the District to issue and sell \$1,340,000 of principal amount of general obligation bonds. These bonds were issued for the purpose of constructing and acquiring a new library and classrooms for Hamilton High School.

There was one issuance under this election, Series 1998, which was issued on August 6, 1998 with interest rates ranging from 3.90% to 4.70%. The original issuance consisted of \$430,000 in current interest serial bonds and \$910,000 in current interest term bonds. Interest accrues from August 1, 1998 and is payable semi-annually on February 1 and August 1 of each year, commencing February 1, 1999. Principal is payable annually on August 1, commencing August 1, 2000 through the final maturity date of August 1, 2023. On August 30, 2011, the District issued Refunding Notes to redeem the outstanding bonds.

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 8 – LONG-TERM DEBT (continued)

A. Bonded Debt (continued)

2011 Refunding Notes

On August 30, 2011, the District issued \$886,200 of refunding notes. The notes were issued to redeem the outstanding Election 1998, Series 1998 bonds. The bonds were issued as current interest serial bonds and carry interest of 4.30%. The transaction resulted in an economic gain (difference between the present value of debt service on the old bonds and the new notes) of \$30,720. The principal balance outstanding on June 30, 2016 amounted to \$637,800.

B. Debt Service Requirements to Maturity – Bonds

The bonds mature through 2024 as follows:

Year Ended June 30,	Principal	Interest	Total
2017	\$ 68,000	\$ 25,963	\$ 93,963
2018	72,600	22,941	95,541
2019	72,100	19,829	91,929
2020	76,500	16,635	93,135
2021	80,800	13,253	94,053
2022 - 2024	267,800	17,630	285,430
Total	\$ 637,800	\$ 116,251	\$ 754,051

C. Capital Leases

During the fiscal year ended June 30, 2013, the District entered into a capital lease for a vehicle. The capital lease has minimum lease payments as follows:

Year Ended June 30,	Lease Payment
2017	\$ 6,854
Total minimum lease payments	6,854
Less amount representing interest	(416)
Present value of minimum lease payments	\$ 6,438

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 8 – LONG-TERM DEBT (continued)

D. Early Retirement Incentives

The District entered into a supplementary retirement plan with the California State Teachers’ Retirement System (CalSTRS) whereby 8 employees (2 in the 2010-11 fiscal year, 2 in the 2011-12 fiscal year, and 4 in the 2014-15 fiscal year) of the District elected to take early retirement in exchange for supplementary retirement benefits.

The District entered into a supplementary retirement plan with the California Public Employees’ Retirement System (CalPERS) whereby 1 employee (in the 2014-15 fiscal year) of the District elected to take early retirement in exchange for supplementary retirement benefits.

Future payments for the early retirement plans are as follows:

Year Ended June 30,	Payment
2017	\$ 60,757
2018	57,918
2019	55,079
2020	42,786
2021	28,341
2022 - 2026	43,485
Total minimum payments	288,366
Less amount representing interest	(58,723)
Present value of minimum payments	\$ 229,643

E. Compensated Absences

Total unpaid employee compensated absences as of June 30, 2016 amounted to \$26,418. This amount is included as part of long-term liabilities in the government-wide financial statements.

F. Other Postemployment Benefits (OPEB)

The District follows GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. The District’s annual required contribution for the year ended June 30, 2016, was \$138,656, with net interest and other adjustments of (\$4,747) for a net OPEB cost of \$133,909. Contributions made by the District during the year were \$145,340, which resulted in a decrease to Net OPEB obligation of \$11,431. The ending OPEB balance at June 30, 2016 was \$254,799. See Note 10 for additional information regarding the OPEB obligation and the postemployment benefit plan.

G. Net Pension Liability

The District’s beginning net pension liability was \$4,518,960 and increased by \$1,151,139 during the year ended June 30, 2016. The ending net pension liability at June 30, 2016 was \$5,670,099. See Note 11 for additional information regarding the net pension liability.

HAMILTON UNIFIED SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
JUNE 30, 2016

NOTE 9 – FUND BALANCES

Fund balances were composed of the following elements at June 30, 2016:

	General Fund	Non-Major Governmental Funds	Total Governmental Funds
Non-spendable			
Revolving cash	\$ 10,000	\$ -	\$ 10,000
Stores inventory	-	8,447	8,447
Total non-spendable	<u>10,000</u>	<u>8,447</u>	<u>18,447</u>
Restricted			
Educational programs	594,372	29,129	623,501
Capital projects	-	109,036	109,036
Debt service	-	172,698	172,698
All others	-	257,650	257,650
Total restricted	<u>594,372</u>	<u>568,513</u>	<u>1,162,885</u>
Committed			
Adult education	-	177,755	177,755
Deferred maintenance	-	177,631	177,631
Total committed	<u>-</u>	<u>355,386</u>	<u>355,386</u>
Assigned			
Postemployment benefits	204,327	-	204,327
Total assigned	<u>204,327</u>	<u>-</u>	<u>204,327</u>
Unassigned			
Reserve for economic uncertainties	677,281	-	677,281
Remaining unassigned	1,772,254	-	1,772,254
Total unassigned	<u>2,449,535</u>	<u>-</u>	<u>2,449,535</u>
Total	<u>\$ 3,258,234</u>	<u>\$ 932,346</u>	<u>\$ 4,190,580</u>

The District is committed to maintaining a prudent level of financial resources to protect against the need to reduce service levels because of temporary revenue shortfalls or unpredicted expenditures. The District's Minimum Fund Balance Policy requires a Reserve for Economic Uncertainties, consisting of unassigned amounts, equal to no less than 4 percent of General Fund expenditures and other financing uses.

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 10 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB)

A. Plan Description and Contribution Information

The District administers a single-employer defined benefit other postemployment benefit (OPEB) plan that provides medical, dental and vision insurance benefits to eligible retirees. The District implemented Governmental Accounting Standards Board Statement #45, *Accounting and Financial Reporting by Employees for Postemployment Benefit Plans Other Than Pension Plans*, in the 2009-2010 fiscal year under the unified status.

Membership of the plan consisted of the following:

Retirees and beneficiaries receiving benefits	9
Active plan members	59
Total*	68
Number of participating employers	1

*As of July 1, 2016 actuarial study

The District provides postemployment health care benefits based on the age and the years of service. All employees may retire with District-paid benefits at age 55 and 20 years of minimum District service. Combined services in CalSTRS or CalPERS benefits are paid until age 65.

B. Funding Policy

The contribution requirements of Plan members and the District are established and may be amended by the District and District's bargaining units. The required contribution is based on projected pay-as-you-go financing requirements. For fiscal year 2015-16, the District contributed \$145,340 to the Plan, all of which was used for current premiums.

As of June 30, 2016, the District has not established a plan or equivalent that contains an irrevocable transfer of assets dedicated to providing benefits to retirees in accordance with the terms of the plan and that are legally protected from creditors.

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 10 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (continued)

C. Annual OPEB Cost and Net OPEB Obligation

The District’s annual OPEB cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial accrued liabilities (UAAL) (or funding excess) over a period not to exceed thirty years. The following table shows the components of the District’s annual OPEB cost for the year, the amount actually contributed to the Plan, and changes in the District’s net OPEB obligation to the Plan:

Annual required contribution	\$	138,656
Interest on net OPEB obligation		10,649
Adjustment to annual required contribution		(15,396)
Annual OPEB cost (expense)		<u>133,909</u>
Contributions made		<u>(145,340)</u>
Increase (decrease) in net OPEB obligation		(11,431)
Net OPEB obligation, beginning of the year		<u>266,230</u>
Net OPEB obligation, end of the year	\$	<u>254,799</u>

The annual OPEB cost, the percentage of annual OPEB cost contributed to the Plan, and the net OPEB obligation for the year ended June 30, 2016 and the preceding two years were as follows:

Year Ended June 30,	Annual OPEB Cost	Percentage Contributed	Net OPEB Obligation
2016	\$ 133,909	109%	\$ 254,799
2015	\$ 141,391	75%	\$ 266,230
2014	\$ 142,426	59%	\$ 230,212

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 10 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (continued)

D. Funded Status and Funding Progress

The funded status of the plan as of the most recent actuarial evaluation consists of the following:

Actuarial Valuation Date	Actuarial Valuation of Assets	Actuarial Accrued Liability (AAL)	Unfunded AAL (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
July 1, 2016	\$ -	\$ 1,274,492	\$ 1,274,492	0%	\$ 4,309,663	30%

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, investment returns, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the Plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

The schedule of funding progress, presented as required supplementary information following the notes to financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

E. Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2016, actuarial valuation, the alternative measurement method was used. The actuarial assumptions included a discount rate of 4 percent per year. For medical costs an 8 percent trend rate was used and for dental and vision a 4 percent trend rate was used. A 30 year amortization period was used to allocate the liability. Because there has not been a previous valuation to comply with GASB 43 and/or 45, it was not necessary at this time for the District to make an election with respect to whether to use an “open” or “closed” amortization period; or whether to use different amortization periods for different sources of the UAAL.

HAMILTON UNIFIED SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
JUNE 30, 2016

NOTE 11 – PENSION PLANS

Qualified employees are covered under multiple-employer contributory retirement plans maintained by agencies of the State of California. Certificated employees are members of the California State Teachers' Retirement System (CalSTRS), and classified employees are members of the California Public Employees' Retirement System (CalPERS). The District reported its proportionate share of the net pension liabilities, pension expense, deferred outflow of resources, and deferred inflow of resources for each of the above plans as follows:

	Net pension liability	Deferred outflows related to pensions	Deferred inflows related to pensions	Pension expense
STRS Pension	\$ 4,289,136	\$ 615,483	\$ 421,306	\$ 380,105
PERS Pension	1,380,963	253,978	133,994	141,656
Total	\$ 5,670,099	\$ 869,461	\$ 555,300	\$ 521,761

California State Teachers' Retirement System (CalSTRS)

Plan Description

The District contributes to the California State Teachers' Retirement System (CalSTRS); a cost-sharing multiple employer public employee retirement system defined benefit pension plan administered by CalSTRS. The plan provides retirement and disability benefits and survivor benefits to beneficiaries. Benefit provisions are established by state statutes, as legislatively amended, within the State Teachers' Retirement Law. CalSTRS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information. Copies of the CalSTRS annual financial report may be obtained from CalSTRS, 7919 Folsom Blvd., Sacramento, CA 95826.

Benefits provided

The CalSTRS defined benefit plan has two benefit formulas:

CalSTRS 2% at 60: Members first hired on or before December 31, 2012, to perform service that could be creditable to CalSTRS

CalSTRS 2% at 62: Members first hired on or after January 1, 2013, to perform service that could be creditable to CalSTRS

CalSTRS 2% at 60

CalSTRS 2% at 60 members are eligible for normal retirement at age 60, with a minimum of five years of credited service. The normal retirement benefit is equal to 2.0 percent of final compensation for each year of credited service. Early retirement options are available at age 55 with five years of credited service or as early as age 50 with 30 years of credited service. The age factor for retirements after age 60 increases with each quarter year of age to 2.4 percent at age 63 or older. Members who have 30 years or more of credited service receive an additional increase of up to 0.2 percent to the age factor, known as the career factor. The maximum benefit with the career factor is 2.4 percent of final compensation.

**HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016**

NOTE 11 – PENSION PLANS (continued)

California State Teachers’ Retirement System (CalSTRS) (continued)

Benefits provided (continued)

CalSTRS 2% at 62

CalSTRS 2% at 62 members are eligible for normal retirement at age 62, with a minimum of five years of credited service. The normal retirement benefit is equal to 2.0 percent of final compensation for each year of credited service. An early retirement option is available at age 55. The age factor for retirement after age 62 increases with each quarter year of age to 2.4 percent at age 65 or older.

Contributions

Active plan CalSTRS 2% at 60 and 2% at 62 members are required to contribute 9.20% and 8.56% of their salary for fiscal year 2016, respectively, and the District is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by CalSTRS Teachers’ Retirement Board. The required employer contribution rate for fiscal year 2016 was 10.73% of annual payroll. The contribution requirements of the plan members are established by state statute. Contributions to the plan from the District were \$327,759 for the year ended June 30, 2016.

On-Behalf Payments

The District was the recipient of on-behalf payments made by the State of California to CalSTRS for K-12 education. These payments consist of state general fund contributions of approximately \$190,539 to CalSTRS (7.126% of 2013-14 creditable compensation subject to CalSTRS).

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2016, the District reported a liability for its proportionate share of the net pension liability that reflected a reduction for State pension support provided to the District. The amount recognized by the District as its proportionate share of the net pension liability, the related State support, and the total portion of the net pension liability that was associated with the District were as follows:

District's proportionate share of the net pension liability	\$ 4,289,136
State's proportionate share of the net pension liability associated with the District	<u>2,268,474</u>
Total	<u>\$ 6,557,610</u>

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 11 – PENSION PLANS (continued)

California State Teachers’ Retirement System (CalSTRS) (continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (continued)

The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by applying update procedures to an actuarial valuation as of June 30, 2014, and rolling forward the total pension liability to June 30, 2015. The District’s proportion of the net pension liability was based on a projection of the District’s long-term share of contributions to the pension plan relative to the projected contributions of all participating school districts, actuarially determined. At June 30, 2015, the District’s proportion was 0.006 percent, which did not change from its proportion measured as of June 30, 2014.

For the year ended June 30, 2016, the District recognized pension expense of \$380,105. In addition, the District recognized pension expense and revenue of \$175,672 for support provided by the State. At June 30, 2016, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between projected and actual earnings on plan investments	\$ -	\$ 349,634
Differences between expected and actual experience	-	71,672
Changes in proportion and differences between District contributions and proportionate share of contributions	287,724	-
District contributions subsequent to the measurement date	327,759	-
	<u>\$ 615,483</u>	<u>\$ 421,306</u>

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 11 – PENSION PLANS (continued)

California State Teachers’ Retirement System (CalSTRS) (continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (continued)

The \$327,759 reported as deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended June 30,	Deferred Outflows of Resources	Deferred Inflows of Resources
2017	\$ 47,954	\$ 99,354
2018	47,954	99,354
2019	47,954	99,354
2020	47,954	99,354
2021	47,954	11,945
2022	47,954	11,945
	\$ 287,724	\$ 421,306

Actuarial assumptions

The total pension liability was determined by applying update procedures to an actuarial valuation as of June 30, 2014, and rolling forward the total pension liability to June 30, 2015 using the following actuarial assumptions, applied to all periods included in the measurement:

Consumer Price Inflation	3.00%
Investment Yield*	7.60%
Wage Inflation	3.75%

* Net of investment expenses, but gross of administrative expenses.

CalSTRS uses custom mortality tables to best fit the patterns of mortality among its members. These custom tables are based on RP2000 series tables adjusted to fit CalSTRS experience.

The actuarial assumptions used in the June 30, 2014 valuation were based on the results of an actuarial experience study for the period July 1, 2006–June 30, 2010.

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 11 – PENSION PLANS (continued)

California State Teachers' Retirement System (CalSTRS) (continued)

Actuarial assumptions (continued)

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. The best-estimate ranges were developed using capital market assumptions from CalSTRS general investment consultant (Pension Consulting Alliance - PCA) as an input to the process. Based on the model from CalSTRS consulting actuary's (Milliman) investment practice, a best estimate range was determined by assuming the portfolio is re-balanced annually and that annual returns are lognormally distributed and independent from year to year to develop expected percentiles for the long-term distribution of annualized returns. The assumed asset allocation by PCA is based on board policy for target asset allocation in effect on February 2, 2012, the date the current experience study was approved by the board. Best estimates of 10-year geometric real rates of return and the assumed asset allocation for each major asset class used as input to develop the actuarial investment rate of return are summarized in the following table:

Asset Class	Assumed Asset Allocation	Long-Term* Expected Real Rate of Return
Global Equity	47%	4.50%
Private Equity	12%	6.20%
Real Estate	15%	4.35%
Inflation Sensitive	5%	3.20%
Fixed Income	20%	0.20%
Cash/Liquidity	1%	0.00%
	100%	

* 10-year geometric average

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 11 – PENSION PLANS (continued)

California State Teachers’ Retirement System (CalSTRS) (continued)

Discount rate

The discount rate used to measure the total pension liability was 7.60 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at statutory contribution rates in accordance with the rate increases per AB 1469. Projected inflows from investment earnings were calculated using the long-term assumed investment rate of return (7.60 percent) and assuming that contributions, benefit payments, and administrative expense occur midyear. Based on those assumptions, the Plan’s fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term assumed investment rate of return was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the District’s proportionate share of the net pension liability to changes in the discount rate

The following presents the District’s proportionate share of the net pension liability calculated using the discount rate of 7.60 percent, as well as what the District’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.60 percent) or 1-percentage-point higher (8.60 percent) than the current rate:

	1% Decrease (6.60%)	Current Discount Rate (7.60%)	1% Increase (8.60%)
District's proportionate share of the net pension liability	\$ 6,476,262	\$ 4,289,136	\$ 2,471,458

Pension plan fiduciary net position

Detailed information about the pension plan’s fiduciary net position is available in the separately issued CalSTRS financial report.

HAMILTON UNIFIED SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
JUNE 30, 2016

NOTE 11 – PENSION PLANS (continued)

California Public Employees' Retirement System (CalPERS)

Plan Description

The District contributes to the School Employer Pool under the California Public Employees' Retirement System (CalPERS); a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalPERS. The plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by state statutes, as legislatively amended, within the Public Employees' Retirement Laws. CalPERS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information. Copies of the CalPERS annual financial report may be obtained from the CalPERS Executive Office, 400 P Street, Sacramento, CA 95811.

Benefits provided

The benefits for the defined benefit plan are based on members' years of service, age, final compensation, and benefit formula. Benefits are provided for disability, death, and survivors of eligible members or beneficiaries. Members become fully vested in their retirement benefits earned to date after five years of credited service.

Contributions

Active plan members who entered into the plan prior to January 1, 2013, are required to contribute 7.0% of their salary. The California Public Employees' Pension Reform Act (PEPRA) specifies that new members entering into the plan on or after January 1, 2013, shall pay the higher of fifty percent of normal costs or 6.0% of their salary. Additionally, for new members entering the plan on or after January 1, 2013, the employer is prohibited from paying any of the employee contribution to CalPERS unless the employer payment of the member's contribution is specified in an employment agreement or collective bargaining agreement that expires after January 1, 2013.

The District is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the CalPERS Board of Administration. The required employer contribution rate for fiscal year 2016 was 11.847% of annual payroll. Contributions to the plan from the District were \$131,477 for the year ended June 30, 2016.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2016, the District reported a liability of \$1,380,963 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by applying update procedures to an actuarial valuation as of June 30, 2014, and rolling forward the total pension liability to June 30, 2015. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating school districts, actuarially determined. At June 30, 2015, the District's proportion was 0.009 percent, which did not change percent from its proportion measured as of June 30, 2014.

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 11 – PENSION PLANS (continued)

California Public Employees’ Retirement System (CalPERS) (continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (continued)

For the year ended June 30, 2016, the District recognized pension expense of \$141,656. At June 30, 2016, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between projected and actual earnings on plan investments	\$ -	\$ 47,285
Differences between expected and actual experience	78,924	-
Changes in assumptions	-	84,850
Changes in proportion and differences between District contributions and proportionate share of contributions	43,577	1,859
District contributions subsequent to the measurement date	131,477	-
	<u>\$ 253,978</u>	<u>\$ 133,994</u>

The \$131,477 reported as deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2017. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ended June 30,</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
2017	\$ 41,741	\$ 41,721
2018	41,741	41,721
2019	39,019	38,731
2020	-	11,821
	<u>\$ 122,501</u>	<u>\$ 133,994</u>

HAMILTON UNIFIED SCHOOL DISTRICT
NOTES TO FINANCIAL STATEMENTS, continued
JUNE 30, 2016

NOTE 11 – PENSION PLANS (continued)

California Public Employees’ Retirement System (CalPERS) (continued)

Actuarial assumptions

The total pension liability was determined by applying update procedures to an actuarial valuation as of June 30, 2014, and rolling forward the total pension liability to June 30, 2015 using the following actuarial assumptions, applied to all periods included in the measurement:

Consumer Price Inflation	2.75%
Investment Yield*	7.65%
Wage Inflation	Varies by Entry Age and Service

* Net of investment expenses, but gross of administrative expenses.

CalPERS uses custom mortality tables to best fit the patterns of mortality among its members. These custom tables are derived using CalPERS’ membership data for all funds. The table includes 20 years of mortality improvements using Society of Actuaries Scale BB.

The actuarial assumptions used in the June 30, 2014, valuation were based on the results of an actuarial experience study for the period from 1997 to 2011.

The long-term expected rate of return on pension plan investments was determined using a building block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. In determining the long-term expected rate of return, both short-term and long-term market return expectations as well as the expected pension fund cash flows were taken into account. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds’ asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO FINANCIAL STATEMENTS, continued
 JUNE 30, 2016

NOTE 11 – PENSION PLANS (continued)

California Public Employees’ Retirement System (CalPERS) (continued)

Actuarial assumptions (continued)

The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These geometric rates of return are net of administrative expenses.

<u>Asset Class</u>	<u>Assumed Asset Allocation</u>	<u>Real Return Years 1-10*</u>	<u>Real Return Years 11+**</u>
Global Equity	51%	5.25%	5.71%
Global Fixed Income	19%	0.99%	2.43%
Inflation Sensitive	6%	0.45%	3.36%
Private Equity	10%	6.83%	6.95%
Real Estate	10%	4.50%	5.13%
Infrastructure and Forestland	2%	4.50%	5.09%
Liquidity	2%	-0.55%	-1.05%
	100%		

* An expected inflation of 2.5% used for this period

** An expected inflation of 3.0% used for this period

Discount rate

The discount rate used to measure the total pension liability was 7.65 percent. A projection of the expected benefit payments and contributions was performed to determine if assets would run out. The test revealed the assets would not run out. Therefore the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability for the Schools Pool. The results of the crossover testing for the Schools Pool are presented in a detailed report that can be obtained at CalPERS’ website.

Sensitivity of the District’s proportionate share of the net pension liability to changes in the discount rate

The following presents the District’s proportionate share of the net pension liability calculated using the discount rate of 7.65 percent, as well as what the District’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.65 percent) or 1-percentage-point higher (8.65 percent) than the current rate:

	<u>1% Decrease (6.65%)</u>	<u>Current Discount Rate (7.65%)</u>	<u>1% Increase (8.65%)</u>
District’s proportionate share of the net pension liability	\$ 2,247,633	\$ 1,380,963	\$ 660,270

Pension plan fiduciary net position

Detailed information about the pension plan’s fiduciary net position is available in the separately issued CalPERS financial report.

NOTE 12 – COMMITMENTS AND CONTINGENCIES

A. Grants

The District received financial assistance from federal and state agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the General Fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the District at June 30, 2016.

B. Litigation

The District is involved in various litigation arising from the normal course of business. In October 2014, the District settled an employment dispute, and agreed to pay a total of \$85,507 plus health and welfare benefits in 2014-15, \$39,191 in 2015-16, and \$39,191 in 2016-17.

In the opinion of management and legal counsel, the disposition of all other litigation pending is not expected to have a material adverse effect on the overall financial position of the District at June 30, 2016.

NOTE 13 – PARTICIPATION IN JOINT POWERS AUTHORITIES

The District is a member of two joint powers authorities (JPAs). The first is the California's Valued Trust to provide health and welfare benefits, and the other is the Golden State Risk Management Authority to provide property and liability insurance and workers' compensation insurance. The relationship is such that the JPAs are not component units of the District for financial reporting purposes.

**REQUIRED SUPPLEMENTARY
INFORMATION**

**HAMILTON UNIFIED SCHOOL DISTRICT
GENERAL FUND – BUDGETARY COMPARISON SCHEDULE
FOR THE YEAR ENDED JUNE 30, 2016**

	Budgeted Amounts		Actual*	Variances -
	Original	Final	(Budgetary Basis)	Final to Actual
REVENUES				
LCFF sources	\$ 6,643,887	\$ 6,903,519	\$ 6,891,392	\$ (12,127)
Federal sources	365,299	360,212	301,577	(58,635)
Other state sources	416,290	728,958	912,086	183,128
Other local sources	246,146	293,146	306,323	13,177
Total Revenues	7,671,622	8,285,835	8,411,378	125,543
EXPENDITURES				
Certificated salaries	3,014,660	3,228,660	3,151,925	76,735
Classified salaries	885,714	889,714	897,028	(7,314)
Employee benefits	1,429,042	1,451,963	1,393,995	57,968
Books and supplies	744,731	710,049	357,253	352,796
Services and other operating expenditures	980,621	1,126,827	1,005,420	121,407
Capital outlay	140,000	246,000	104,461	141,539
Other outgo				
Excluding transfers of indirect costs	332,854	422,854	429,961	(7,107)
Total Expenditures	7,527,622	8,076,067	7,340,043	736,024
Excess (Deficiency) of Revenues				
Over Expenditures	144,000	209,768	1,071,335	861,567
Other Financing Sources (Uses)				
Transfers out	(144,000)	(644,000)	(504,000)	140,000
Net Financing Sources (Uses)	(144,000)	(644,000)	(504,000)	140,000
NET CHANGE IN FUND BALANCE	-	(434,232)	567,335	1,001,567
Fund Balance - Beginning	2,172,758	2,172,758	2,172,758	-
Fund Balance - Ending	\$ 2,172,758	\$ 1,738,526	\$ 2,740,093	\$ 1,001,567

* The actual amounts reported on this schedule do not agree with the amounts reported on the Statement of Revenues, Expenditures, and Changes in Fund Balance for the following reasons:

- On behalf payments of \$190,539 are not included in the actual revenues and expenditures reported in this schedule.
- Actual amounts reported in this schedule are for the General Fund only, and do not agree with the amounts reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances because the amounts on that schedule include the financial activity of the Special Reserve Fund for Other Than Capital Outlay Projects and the Special Reserve Fund for Postemployment Benefits, in accordance with the fund type definitions promulgated by GASB Statement No. 54.

**HAMILTON UNIFIED SCHOOL DISTRICT
 SCHEDULE OF FUNDING PROGRESS
 FOR THE YEAR ENDED JUNE 30, 2016**

Actuarial Valuation Date	Actuarial Valuation of Assets	Actuarial Accrued Liability (AAL)	Unfunded AAL (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
July 1, 2016	\$ -	\$ 1,274,492	\$ 1,274,492	0%	\$ 4,309,663	30%
July 1, 2013	\$ -	\$ 1,288,342	\$ 1,288,342	0%	\$ 3,435,254	38%
July 1, 2010	\$ -	\$ 1,415,519	\$ 1,415,519	0%	\$ 4,973,564	28%

See accompanying note to required supplementary information.

**HAMILTON UNIFIED SCHOOL DISTRICT
SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY -
CALSTRS
FOR THE YEAR ENDED JUNE 30, 2016**

	<u>June 30, 2016</u>	<u>June 30, 2015</u>
District's proportion of the net pension liability	0.006%	0.006%
District's proportionate share of the net pension liability	\$ 4,289,136	\$ 3,454,068
States's proportionate share of the net pension liability associated with the District	<u>2,268,474</u>	<u>2,085,715</u>
Total	<u>\$ 6,557,610</u>	<u>\$ 5,539,783</u>
District's covered-employee payroll	\$ 3,041,124	\$ 2,952,115
District's proportionate share of the net pension liability as a percentage of its covered-employee payroll	141.0%	117.0%
Plan fiduciary net position as a percentage of the total pension liability	76.5%	76.5%

See accompanying note to required supplementary information.

**HAMILTON UNIFIED SCHOOL DISTRICT
SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY -
CALPERS
FOR THE YEAR ENDED JUNE 30, 2016**

	<u>June 30, 2016</u>	<u>June 30, 2015</u>
District's proportion of the net pension liability	0.009%	0.009%
District's proportionate share of the net pension liability	\$ 1,380,963	\$ 1,064,892
District's covered-employee payroll	\$ 1,113,685	\$ 1,030,826
District's proportionate share of the net pension liability as a percentage of its covered-employee payroll	124.0%	103.3%
Plan fiduciary net position as a percentage of the total pension liability.	83.4%	83.4%

See accompanying note to required supplementary information.

**HAMILTON UNIFIED SCHOOL DISTRICT
 SCHEDULE OF DISTRICT CONTRIBUTIONS - CALSTRS
 FOR THE YEAR ENDED JUNE 30, 2016**

	<u>June 30, 2016</u>	<u>June 30, 2015</u>
Contractually required contribution	\$ 327,759	\$ 262,013
Contributions in relation to the contractually required contribution*	(327,759)	(262,013)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>
District's covered-employee payroll	\$ 3,041,124	\$ 2,952,115
Contributions as a percentage of covered-employee payroll	10.78%	8.88%

*Amounts do not include on behalf contributions

**HAMILTON UNIFIED SCHOOL DISTRICT
SCHEDULE OF DISTRICT CONTRIBUTIONS - CALPERS
FOR THE YEAR ENDED JUNE 30, 2016**

	<u>June 30, 2016</u>	<u>June 30, 2015</u>
Contractually required contribution	\$ 131,477	\$ 121,898
Contributions in relation to the contractually required contribution	(131,477)	(121,898)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>
District's covered-employee payroll	\$ 1,113,685	\$ 1,030,826
Contributions as a percentage of covered-employee payroll	11.81%	11.83%

See accompanying note to required supplementary information.

**HAMILTON UNIFIED SCHOOL DISTRICT
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED JUNE 30, 2016**

NOTE 1 – PURPOSE OF SCHEDULES

Budgetary Comparison Schedule

This schedule is required by GASB Statement No. 34 as required supplementary information (RSI) for the General Fund and for each major special revenue fund that has a legally adopted annual budget. The budgetary comparison schedule presents both (a) the original and (b) the final appropriated budgets for the reporting period as well as (c) actual inflows, outflows, and balances, stated on the District's budgetary basis. A separate column to report the variance between the final budget and actual amounts is also presented, although not required.

Schedule of Funding Progress

This schedule is required by GASB Statement No. 45 for all sole and agent employers that provide other postemployment benefits (OPEB). The schedule presents, for the most recent actuarial valuation and the two preceding valuations, information about the funding progress of the plan, including, for each valuation, the actuarial valuation date, the actuarial value of assets, the actuarial accrued liability, the total unfunded actuarial liability (or funding excess), the actuarial value of assets as a percentage of the actuarial accrued liability (funded ratio), the annual covered payroll, and the ratio of the total unfunded actuarial liability (or funding excess) to annual covered payroll.

Schedule of the District's Proportionate Share of the Net Pension Liability

This 10-year schedule is required by GASB Statement No. 68 for each cost-sharing pension plan. Until a full 10-year trend is compiled, the schedule will only show those years under which GASB Statement No. 68 was applicable. The schedule presents the District's proportion (percentage) of the collective net pension liability, the District's proportionate share (amount) of the collective net pension liability, the District's covered-employee payroll, the District's proportionate share (amount) of the collective net pension liability as a percentage of the employer's covered-employee payroll, and the pension plan's fiduciary net position as a percentage of the total pension liability.

Schedule of District Contributions

This 10-year schedule is required by GASB Statement No. 68 for each cost-sharing pension plan. Until a full 10-year trend is compiled, the schedule will only show those years under which GASB Statement No. 68 was applicable. The schedule presents the District's statutorily or contractually required employer contribution, the amount of contributions recognized by the pension plan in relation to the statutorily or contractually required employer contribution, the difference between the statutorily or contractually required employer contribution and the amount of contributions recognized by the pension plan in relation to the statutorily or contractually required employer contribution, the District's covered-employee payroll, and the amount of contributions recognized by the pension plan in relation to the statutorily or contractually required employer contribution as a percentage of the District's covered-employee payroll.

**HAMILTON UNIFIED SCHOOL DISTRICT
 NOTES TO REQUIRED SUPPLEMENTARY INFORMATION, continued
 FOR THE YEAR ENDED JUNE 30, 2016**

NOTE 2 – EXCESS OF EXPENDITURES OVER APPROPRIATIONS

For the year ended June 30, 2016, the District incurred the following excesses of expenditures over appropriations in individual major funds presented in the Budgetary Comparison Schedule by major object code as follows:

	Expenditures and Other Uses		
	Budget	Actual	Excess
General Fund			
Classified salaries	\$ 889,714	\$ 897,028	\$ 7,314
Other outgo			
Excluding transfers of indirect costs	\$ 422,854	\$ 429,961	\$ 7,107

**SUPPLEMENTARY
INFORMATION**

**HAMILTON UNIFIED SCHOOL DISTRICT
 SCHEDULE OF AVERAGE DAILY ATTENDANCE (ADA)
 FOR THE YEAR ENDED JUNE 30, 2016**

	Second Period Report	Annual Report
SCHOOL DISTRICT		
TK/K through Third		
Regular ADA	187.73	187.39
Fourth through Sixth		
Regular ADA	136.04	136.23
Seventh through Eighth		
Regular ADA	78.20	77.97
Ninth through Twelfth		
Regular ADA	310.29	309.05
TOTAL SCHOOL DISTRICT	712.26	710.64

See accompanying note to supplementary information.

**HAMILTON UNIFIED SCHOOL DISTRICT
 SCHEDULE OF INSTRUCTIONAL TIME
 FOR THE YEAR ENDED JUNE 30, 2016**

Grade Level	Minutes Requirement	2015-16		Status
		Actual Minutes	Number of Days	
Kindergarten	36,000	36,000	180	Complied
Grade 1	50,400	52,660	180	Complied
Grade 2	50,400	52,660	180	Complied
Grade 3	50,400	52,660	180	Complied
Grade 4	54,000	55,050	180	Complied
Grade 5	54,000	55,050	180	Complied
Grade 6	54,000	56,191	180	Complied
Grade 7	54,000	56,191	180	Complied
Grade 8	54,000	56,191	180	Complied
Grade 9	64,800	65,955	180	Complied
Grade 10	64,800	65,955	180	Complied
Grade 11	64,800	65,955	180	Complied
Grade 12	64,800	65,955	180	Complied

See accompanying note to supplementary information.

**HAMILTON UNIFIED SCHOOL DISTRICT
SCHEDULE OF FINANCIAL TRENDS AND ANALYSIS
FOR THE YEAR ENDED JUNE 30, 2016**

	2017 (Budget)	2016	2015	2014
General Fund - Budgetary Basis**				
Revenues And Other Financing Sources	\$ 8,244,336	\$ 8,411,378	\$ 6,992,177	\$ 6,540,004
Expenditures And Other Financing Uses	8,244,336	7,844,043	7,146,901	6,883,291
Net change in Fund Balance	\$ -	\$ 567,335	\$ (154,724)	\$ (343,287)
Ending Fund Balance	\$ 2,740,093	\$ 2,740,093	\$ 2,172,758	\$ 2,327,482
Available Reserves*	\$ 2,509,735	\$ 2,449,535	\$ 1,670,803	\$ 2,043,811
Available Reserves As A Percentage Of Outgo	30.44%	31.23%	23.38%	29.69%
Long-term Debt	\$ 6,706,548	\$ 6,825,197	\$ 5,787,637	\$ 1,131,643
Average Daily Attendance At P-2	713	712	695	701

The General Fund balance has increased by \$412,611 over the past two years. The fiscal year 2016-17 budget projects no further change. For a District this size, the State recommends available reserves of at least 4% of General Fund expenditures, transfers out, and other uses (total outgo).

The District has incurred operating deficits in two of the past three years. Total long term obligations have increased by \$5,693,554 over the past two years.

Average daily attendance has increased by 11 ADA over the past two years. An increase of 1 ADA is anticipated during the 2016-17 fiscal year.

*Available reserves consist of all unassigned fund balance within the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects.

**The actual amounts reported in this schedule are for the General Fund only, and do not agree with the amounts reported on the Statement of Revenues, Expenditures, and Changes in Fund Balances because the amounts on that schedule include the financial activity of the Special Reserve Fund for Other Than Capital Outlay Projects and Special Reserve Fund for Postemployment Benefits, in accordance with the fund type definitions promulgated by GASB Statement No. 54. On behalf payments of \$190,539 are not included in the actual revenues and expenditures reported in this schedule.

See accompanying note to supplementary information.

**HAMILTON UNIFIED SCHOOL DISTRICT
RECONCILIATION OF ANNUAL FINANCIAL AND BUDGET REPORT WITH AUDITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2016**

	General Fund	Special Reserve Fund for Other Than Capital Outlay Projects	Special Reserve Fund for Postemployment Benefits
June 30, 2016, annual financial and budget report fund balance	\$ 2,740,093	\$ 313,814	\$ 204,327
Adjustments and reclassifications:			
Increase (decrease) in total fund balances:			
Fund balance transfer (GASB 54)	518,141	(313,814)	(204,327)
Net adjustments and reclassifications	518,141	(313,814)	(204,327)
June 30, 2016, audited financial statement fund balance	\$ 3,258,234	\$ -	\$ -

See accompanying note to supplementary information.

HAMILTON UNIFIED SCHOOL DISTRICT
 COMBINING BALANCE SHEET
 JUNE 30, 2016

	Adult Education		Child Development		Cafeteria Fund		Deferred Maintenance Fund		Capital Facilities Fund		Special Reserve Fund for Capital Outlay Projects		Bond Interest & Redemption Fund		Non-Major Governmental Funds	
	Fund		Fund		Fund		Fund		Fund		Fund		Fund		Fund	
ASSETS																
Cash and investments	\$ 198,671	\$ 586	\$ 200,809	\$ 182,175	\$ 87,046	\$ 21,790	\$ 172,413	\$ 863,490								
Accounts receivable	10,982	11,707	56,843	103	160	40	285	80,120								
Stores inventory	-	-	8,447	-	-	-	-	-	-	-	-	-	-	-	-	8,447
Total Assets	\$ 209,653	\$ 12,293	\$ 266,099	\$ 182,278	\$ 87,206	\$ 21,830	\$ 172,698	\$ 952,057								
LIABILITIES																
Accrued liabilities	\$ 4,928	\$ 134	\$ 2	\$ 4,647	\$ -	\$ -	\$ -	\$ 9,711								
Due to other funds	-	10,000	-	-	-	-	-	10,000								
Total Liabilities	4,928	10,134	2	4,647	-	-	-	19,711								
FUND BALANCES																
Non-spendable	-	-	8,447	-	-	-	-	8,447								
Restricted	26,970	2,159	257,650	-	87,206	21,830	172,698	568,513								
Committed	177,755	-	-	177,631	-	-	-	355,386								
Total Fund Balances	204,725	2,159	266,097	177,631	87,206	21,830	172,698	932,346								
Total Liabilities and Fund Balance	\$ 209,653	\$ 12,293	\$ 266,099	\$ 182,278	\$ 87,206	\$ 21,830	\$ 172,698	\$ 952,057								

See accompanying note to supplementary information.

**HAMILTON UNIFIED SCHOOL DISTRICT
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2016**

	Adult Education Fund	Child Development Fund	Cafeteria Fund	Deferred Maintenance Fund	Capital Facilities Fund	Special Reserve Fund for Capital Outlay Projects	Bond Interest & Redemption Fund	Non-Major Governmental Funds
REVENUES								
Federal sources	\$ 10,695	\$ -	\$ 389,952	\$ -	\$ -	\$ -	\$ -	\$ 400,647
Other state sources	197,994	108,858	33,481	-	-	22,507	-	362,840
Other local sources	1,660	44	28,630	164	32,549	79	98,970	162,096
Total Revenues	210,349	108,902	452,063	164	32,549	22,586	98,970	925,583
EXPENDITURES								
Current								
Instruction	127,629	108,902	-	-	-	-	-	236,531
Instruction-related services								
School site administration	56,823	-	-	-	-	-	-	56,823
Pupil services								
Food services			429,939	-	-	-	-	429,939
General administration								
Plant services				492,084	-	230,768	-	722,852
Debt service								
Principal								
Interest and other							63,400	63,400
							28,788	28,788
Total Expenditures	184,452	108,902	429,939	492,084	-	230,768	92,188	1,538,333
Excess (Deficiency) of Revenues Over Expenditures	25,897	-	22,124	(491,920)	32,549	(208,182)	6,782	(612,750)
Other Financing Sources (Uses)								
Transfers in								
Net Financing Sources (Uses)				454,000				454,000
NET CHANGE IN FUND BALANCE	25,897	-	22,124	(37,920)	32,549	(208,182)	6,782	(158,750)
Fund Balance - Beginning	178,828	2,159	243,973	215,551	54,657	230,012	165,916	1,091,096
Fund Balance - Ending	\$ 204,725	\$ 2,159	\$ 266,097	\$ 177,631	\$ 87,206	\$ 21,830	\$ 172,698	\$ 932,346

See accompanying note to supplementary information.

**HAMILTON UNIFIED SCHOOL DISTRICT
 LOCAL EDUCATION AGENCY ORGANIZATION STRUCTURE
 JUNE 30, 2016**

The Hamilton Unified School District was established on July 1, 2009 upon the unification of Hamilton High School District and Hamilton Elementary School District. The boundaries of the former districts changed in accordance with the approved plan of unification. The District is located in Glenn County and is currently operating one high school, one elementary school, two community day schools, one continuation high school, one preschool, and an adult education program.

GOVERNING BOARD

Member	Office	Term Expires
Tomas Loera	President	December 2018
Judy Twede	Clerk	December 2016
Gabriel Leal	Member	December 2016
Rosalinda Sanchez	Member	December 2018
Hubert "Wendall" Lower	Member	December 2016

DISTRICT ADMINISTRATORS

Charles Tracy
Superintendent

Diane Lyon
Chief Business Official

HAMILTON UNIFIED SCHOOL DISTRICT
NOTES TO SUPPLEMENTARY INFORMATION
JUNE 30, 2016

NOTE 1 – PURPOSE OF SCHEDULES

Schedule of Average Daily Attendance (ADA)

Average daily attendance (ADA) is a measurement of the number of pupils attending classes of the District. The purpose of attendance accounting from a fiscal standpoint is to provide the basis on which apportionments of state funds are made to school districts. This schedule provides information regarding the attendance of students at various grade levels and in different programs.

Schedule of Instructional Time

This schedule presents information on the amount of instructional time offered by the District and whether the District complied with the provisions of *Education Code Sections 46200 through 46208*. During the year ended June 30, 2016, the District participated in the Longer Day incentive funding program. As of June 30, 2016, the District had not yet met its target funding.

Schedule of Financial Trends and Analysis

This schedule discloses the District's financial trends by displaying past years' data along with current year budget information. These financial trend disclosures are used to evaluate the District's ability to continue as a going concern for a reasonable period of time.

Reconciliation of Annual Financial and Budget Report with Audited Financial Statements

This schedule provides the information necessary to reconcile the fund balance of all funds reported on the Annual Financial and Budget Report Unaudited Actuals to the audited financial statements.

Combining Statements – Non-Major Funds

These statements provide information on the District's non-major funds.

Local Education Agency Organization Structure

This schedule provides information about the District's boundaries and schools operated, members of the governing board, and members of the administration.

**OTHER INDEPENDENT
AUDITORS' REPORTS**

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

Christy White, CPA

Michael Ash, CPA

Heather Rubio

Independent Auditors' Report

Governing Board
Hamilton Unified School District
Hamilton City, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of Hamilton Unified School District, as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the Hamilton Unified School District's basic financial statements, and have issued our report thereon dated December 9, 2016.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Hamilton Unified School District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Hamilton Unified School District's internal control. Accordingly, we do not express an opinion on the effectiveness of Hamilton Unified School District's internal control.

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

SAN DIEGO
LOS ANGELES
SAN FRANCISCO/BAY AREA

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Licensed by the California
State Board of Accountancy

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

Compliance and Other Matters

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

Purpose of this Report

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

Christy White Associates

San Diego, California
December 9, 2016

REPORT ON STATE COMPLIANCE

Independent Auditors' Report

Christy White, CPA
Michael Ash, CPA
Heather Rubio

Governing Board
Hamilton Unified School District
Hamilton City, California

Report on State Compliance

We have audited Hamilton Unified School District's compliance with the types of compliance requirements described in the *2015-16 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, issued by the California Education Audit Appeals Panel that could have a direct and material effect on each of Hamilton Unified School District's state programs for the fiscal year ended June 30, 2016, as identified below.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its state programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Hamilton Unified School District's state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *2015-16 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, issued by the California Education Audit Appeals Panel as regulations. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on the state programs noted below occurred. An audit includes examining, on a test basis, evidence about Hamilton Unified School District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance with the requirements referred to above. However, our audit does not provide a legal determination of Hamilton Unified School District's compliance with those requirements.

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Opinion on State Compliance

In our opinion, Hamilton Unified School District complied, in all material respects, with the types of compliance requirements referred to above that are applicable to the state programs noted in the table below for the year ended June 30, 2016.

Other Matters

The results of our auditing procedures disclosed instances of noncompliance, which are described in the accompanying schedule of findings and questioned costs as items #2016-1 and #2016-2. Our opinion on state compliance is not modified with respect to these matters.

Hamilton Unified School District’s response to the noncompliance findings identified in our audit are described in the accompanying schedule of findings and questioned costs and corrective action plan. Hamilton Unified School District’s response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Procedures Performed

In connection with the audit referred to above, we selected and tested transactions and records to determine Hamilton Unified School District's compliance with the state laws and regulations applicable to the following items:

PROGRAM NAME	PROCEDURES PERFORMED
Attendance	Yes
Teacher Certification and Misassignments	Yes
Kindergarten Continuance	Yes
Independent Study	No, see below
Continuation Education	Not Applicable
Instructional Time	Yes
Instructional Materials	Yes
Ratios of Administrative Employees to Teachers	Yes
Classroom Teacher Salaries	Yes
Early Retirement Incentive	Not Applicable
Gann Limit Calculation	Yes
School Accountability Report Card	Yes
Juvenile Court Schools	Not Applicable
Middle or Early College High Schools	Not Applicable
K-3 Grade Span Adjustment	Yes
Transportation Maintenance of Effort	Yes
Educator Effectiveness	Yes
California Clean Energy Jobs Act	Yes

(Continued on the next page)

Procedures Performed (continued)

<u>PROGRAM NAME</u>	<u>PROCEDURES PERFORMED</u>
After School Education and Safety Program	Not Applicable
Proper Expenditure of Education Protection Account Funds	Yes
Unduplicated Local Control Funding Formula Pupil Counts	Yes
Local Control and Accountability Plan	Yes
Independent Study-Course Based	Not Applicable
Immunizations	Yes
Attendance; for charter schools	Not Applicable
Mode of Instruction; for charter schools	Not Applicable
Nonclassroom-Based Instruction/Independent Study; for charter schools	Not Applicable
Determination of Funding for Nonclassroom-Based Instruction; for charter schools	Not Applicable
Annual Instructional Minutes – Classroom Based; for charter schools	Not Applicable
Charter School Facility Grant Program	Not Applicable

We did not perform testing for Independent Study because total ADA claimed was below the threshold required for testing.

Christy White Associates

San Diego, California
December 9, 2016

**SCHEDULE OF FINDINGS
AND QUESTIONED COSTS**

**HAMILTON UNIFIED SCHOOL DISTRICT
SUMMARY OF AUDITORS' RESULTS
FOR THE YEAR ENDED JUNE 30, 2016**

FINANCIAL STATEMENTS

Type of auditors' report issued:	<u>Unmodified</u>
Internal control over financial reporting:	
Material weakness(es) identified?	<u>No</u>
Significant deficiency(ies) identified?	<u>None Reported</u>
Non-compliance material to financial statements noted?	<u>No</u>

FEDERAL AWARDS

The District was not subject to Uniform Guidance Single Audit for the year ended June 30, 2016 because federal award expenditures did not exceed \$750,000.

STATE AWARDS

Internal control over state programs:	
Material weaknesses identified?	<u>No</u>
Significant deficiency(ies) identified?	<u>Yes</u>
Type of auditors' report issued on compliance for state programs:	<u>Unmodified</u>

HAMILTON UNIFIED SCHOOL DISTRICT
FINANCIAL STATEMENT FINDINGS
FOR THE YEAR ENDED JUNE 30, 2016

FIVE DIGIT CODE

20000

30000

AB 3627 FINDING TYPE

Inventory of Equipment

Internal Control

There were no financial statement findings for the year ended June 30, 2016.

HAMILTON UNIFIED SCHOOL DISTRICT
 STATE AWARD FINDINGS AND QUESTIONED COSTS
 FOR THE YEAR ENDED JUNE 30, 2016

FIVE DIGIT CODE

10000
 40000
 42000
 60000
 61000
 62000
 70000
 71000
 72000

AB 3627 FINDING TYPE

Attendance
 State Compliance
 Charter School Facilities Programs
 Miscellaneous
 Classroom Teacher Salaries
 Local Control Accountability Plan
 Instructional Materials
 Teacher Misassignments
 School Accountability Report Card

FINDING #2016-1 – UNDUPLICATED PUPIL COUNT (40000)

Criteria: Students classified as free or reduced price meal eligible (FRPM)(who are not directly certified) on the CALPADS 1.18 FRPM/English Learner/Foster Youth – Student List Report must have supporting documentation that indicates the student was eligible for the determination. Auditors are required to verify compliance with Education Code Section 42238.02(b)(3)(b) in Section W of the 2015-16 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting.

Condition: 1 of 71 students tested from the CALPADS 1.18 FRPM/English Learner/Foster Youth – Student List Report who was classified as FRPM did not have proper supporting documentation to support their designation. When the error is extrapolated over the impacted population, 4 students were identified as ineligible.

Effect: The District is not in compliance with State requirements.

Cause: Clerical oversight.

Context: 4 of 1,810 (617 for 2015-16, 594 for 2014-15, and 599 for 2013-14) students reported in the District's Unduplicated Pupil Count did not have proper supporting documentation to support their FRPM designation.

**HAMILTON UNIFIED SCHOOL DISTRICT
STATE AWARD FINDINGS AND QUESTIONED COSTS, continued
FOR THE YEAR ENDED JUNE 30, 2016**

FINDING #2016-1 – UNDUPLICATED PUPIL COUNT (40000) (continued)

Questioned Costs: \$1,094, calculated as follows:

UPP Audit Adjustment		Section 1: Regular UPP	Section 2: Alternate UPP*
1	Total Adjusted Enrollment from the UPP exhibit as of P-2	2,192	2,188
2	Total Adjusted Unduplicated Pupil Count from the UPP exhibit as of P-2	1,810	1,805
3	Number of Unduplicated Pupil Count audit adjustment		(4)
4	Revised Adjusted Unduplicated Pupil Count	1,806	1,801
5	UPP calculated as of P-2	0.8257	0.8250
6	Revised UPP for audit finding	0.8239	0.8231
7	Greater of Revised UPP for audit finding from Section 1 or 2		0.8239
8	Charter Schools Only: Determinative School District Concentration Cap		
9	Revised UPP adjusted for Concentration Cap		0.8239
LCFF Target Base Grant Funding		Estimated Values	
10	Total Base Grant Funding as of P-2	\$5,781,445	
LCFF Target Supplemental Grant Funding Audit Adjustment			
11	Target Supplemental Grant Funding calculated as of P-2	\$954,748	
12	Revised Target Supplemental Grant Funding for audit finding	\$952,667	
13	Target Supplemental Grant Funding audit adjustment	(\$2,081)	
LCFF Target Concentration Grant Funding Audit Adjustment			
14	Target Concentration Grant Funding calculated as of P-2	\$0	
15	Revised Target Concentration Grant Funding for audit finding	\$0	
16	Target Concentration Grant Funding audit adjustment	\$0	
Estimated Cost of Unduplicated Pupil Count Audit Adjustment for LEAs funded at LCFF Target			
17	Total Target Supplemental and Concentration audit adjustment	(\$2,081)	
Estimated Cost of Unduplicated Pupil Count Audit Adjustment for LEAs funded on LCFF Floor and Gap			
18	Statewide Gap Funding Rate as of P-2	0.5255761597	
21	Estimated Cost of Unduplicated Pupil Count audit adjustment	(\$1,094)	

Recommendation: We recommend that the District ensure that all students listed as FRPM in the CALPADS 1.18 FRPM/English Learner/Foster Youth – Student List Report have proper documentation to support their CALPADS designation.

District Response: Food Service Staff will notify the CALPADS person that the “Annual verification” of the NSLP Applications has been completed, and Nutri kids and Aeries have been updated with its findings (students who changed from free to reduced, etc.). The State Annual verification report deadline is typically Nov. 15th. The CALPADS person can assume and or / be notified that all verifications are complete and the NSLP data can be uploaded to CALPADS. CALPADS person will process the final extracts of the program data to capture any NSLP changes for the final certification of Fall 1. Deadline is typically 1st week in December. If the “Annual Verification” isn’t complete by the FALL 1 CALPADS deadline, then the CALPADS person will use the “amendment” window to decertify and re-submit the data.

HAMILTON UNIFIED SCHOOL DISTRICT
STATE AWARD FINDINGS AND QUESTIONED COSTS, continued
FOR THE YEAR ENDED JUNE 30, 2016

FINDING #2016-2 – CLASSROOM TEACHER SALARIES (61000)

Criteria: As set forth in California Education Code section 41372, a unified school district should expend a minimum of 55% of the District's current expenses of education towards salaries of classroom teachers.

Condition: In the 2015-16 fiscal year, the District did not meet the minimum percentage requirement.

Effect: The District's current expense of education for the year audited June 30, 2016 was \$6,445,108 and the total salaries and benefits for classroom teachers was \$3,395,829. The District was below the minimum required percentage of 55% by 2.31% which calculates out to a deficiency of \$148,882.

Cause: Due to recent budget cuts the District did not meet the minimum requirements.

Perspective/Context: The minimum percentage required by the State of California is 55% for a unified school district. The District only spent 52.69% on classroom teacher salaries in the 2015-16 fiscal year.

Questioned Costs: The questioned costs are the deficiency of \$148,882.

Recommendations: We recommend that in the future, the District monitor their expenses towards salaries of classroom teachers against their total expenses to be sure that they meet the 55% minimum requirement.

District Response: The District submitted a waiver to Glenn County Office of Education and does not expect a questioned cost.

HAMILTON UNIFIED SCHOOL DISTRICT
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED JUNE 30, 2016

There were no prior audit findings or questioned costs for the year ended June 30, 2015.

Glenn County Office of Education

Healthy Youth Act Program Questionnaire

2016-2017

The Glenn County Office of Education will be utilizing *Teen Talk* for middle and high schools from Health Connected. In February, GCOE staff will be receiving training and becoming Trainers of Trainers for Teen Talk. Due to the limited amount of time that is available for training and instruction this school year, the Glenn County Office of Education is offering districts within Glenn County Healthy Youth Act services and/or resources.

Teen Talk Middle School (grades 7-8) and Teen Talk High School (grade 9) each include 14 lessons, taught over 10 hours, typically across two weeks. Teen Talk was developed for use in California schools and was designed to be inclusive of diverse racial, ethnic, religious, and sexual identities, for mixed-gender classrooms. All activities are available in English and Spanish. <http://www.health-connected.org/#!our-curricula/czks>

Please check the box below to indicate the level of GCOE services and/or resources that are desired by your district for the **2016-2017** school year.

- My district plans on utilizing trainers provided by GCOE, purchasing our own curriculum and having our own staff provide instruction to district students to be in compliance with state law.
- My district plans on having GCOE staff provide instruction to district students to be in compliance with state law.
- My district does not require Healthy Youth Act assistance from the Glenn County Office of Education at this time.

Superintendent Signature

Date

FAST FACTS ABOUT THE CALIFORNIA HEALTHY YOUTH ACT

In January 2016, California adopted a new law covering comprehensive sexual health education and HIV prevention education in public schools, Education Code Sections 51930-51939 (AB 329). Here are some facts about the law.

- **Comprehensive sexual health and HIV prevention education is required at least once in middle school and at least once in high school.** Abstinence-only instruction is not permitted.
- **All instruction in all grades must be age-appropriate and medically accurate** (meaning accepted by organizations like the American Academy of Pediatrics) and **may not promote religious doctrine.** All elements of the instruction must be in alignment with each other.
- **Sexual health education must respect and address the needs of students of all genders and sexual orientations.** Instruction must affirmatively recognize different sexual orientations and be inclusive of same-sex relationships when providing examples of couples or relationships. It must also teach about gender, gender expression, and gender identity, and explore the harm of negative gender stereotypes.
- **Beginning in grade 7, instruction must include information about the safety and effectiveness of all FDA-approved methods of preventing pregnancy and transmission of HIV and other sexually transmitted infections** (including condoms, contraceptives, and antiretroviral treatment) and abstinence. It must also include information about HIV, pregnancy, sexual harassment, sexual assault, healthy relationships, and sex trafficking, as well as local resources for accessing care and students' rights to access care.
- **Parents must be notified that their student will receive sexual health and HIV prevention education and be allowed to view the materials prior to instruction.** Parents/guardians may remove their student from the instruction by submitting a request in writing.
- **Teachers or outside speakers must have training in and knowledge of the most recent medically accurate research on the topic.** District must also periodically provide training to all district personnel who provide HIV prevention instruction. Outside organizations or speakers must also follow all laws when they present.
- **Instruction must be appropriate for students with disabilities, English language learners, and students of all races and ethnic and cultural backgrounds.** Schools must make sure that all students can get sexual health education and HIV prevention education in a way that works for them.

THIS RESOURCE WAS DEVELOPED BY THE ACLU OF CALIFORNIA,
A collaboration of the ACLU of Northern California, the ACLU of Southern California, and the ACLU of San Diego & Imperial Counties

For more information, go to http://www.aclunc.org/sex_ed.
If you are concerned that your school is not following the law, contact the ACLU for help.

GRADES 7 – 12: CALIFORNIA HEALTHY YOUTH ACT COMPLIANCE EVALUATION CHECKLIST FOR DISTRICTS

CALIFORNIA EDUCATION CODE §§ 51930 – 51939

DISTRICT NAME: _____ SCHOOL NAME: _____

GRADES IN WHICH SEXUAL HEALTH EDUCATION IS TAUGHT (circle all that apply): K 1 2 3 4 5 6 7 8 9 10 11 12

PROGRAMMATIC & CONTENT REQUIREMENTS

- | | | |
|--------------------------|---|---|
| <input type="checkbox"/> | 1. INSTRUCTION IN MIDDLE SCHOOL AND HIGH SCHOOL | Comprehensive sexual health education and HIV prevention education are taught at least once in junior high or middle school and at least once in high school. California Education Code (EC) § 51934(a). |
| <input type="checkbox"/> | 2. AGE-APPROPRIATE | Instruction and materials are age-appropriate. EC § 51933(a).

"AGE-APPROPRIATE" is defined in EC § 51931(a) as "topics, messages, and teaching methods suitable to particular ages or age groups of children and adolescents, based on developing cognitive, emotional, and behavioral capacity typical for the age or age group." |
| <input type="checkbox"/> | 3. MEDICALLY ACCURATE AND OBJECTIVE | All factual information is medically accurate and objective. EC § 51933(b).

"MEDICALLY ACCURATE" is defined in EC § 51931(f) as "verified or supported by research conducted in compliance with scientific methods and published in peer-reviewed journals, where appropriate, and recognized as accurate and objective by professional organizations and agencies with expertise in the relevant field, such as the federal Centers for Disease Control and Prevention, the American Public Health Association, the American Academy of Pediatrics, and the American College of Obstetricians and Gynecologists." |
| <input type="checkbox"/> | 4. ALIGNS WITH PURPOSE OF CA HEALTHY YOUTH ACT | All components of comprehensive sexual health education align with and support the purpose of the California Healthy Youth Act. EC § 51933(c). Tone and content is consistent across all instruction and materials, even if individual components are provided by different teachers or by guest speakers or outside consultants. |

**GRADES 7–12: CALIFORNIA HEALTHY YOUTH ACT COMPLIANCE EVALUATION CHECKLIST FOR DISTRICTS
EDUCATION CODE §§ 51930–51939**

PURPOSE OF THE CALIFORNIA HEALTHY YOUTH ACT: EC § 51930(b)

- 1) To provide a pupils with the knowledge and skills necessary to protect their sexual and reproductive health from HIV and other STIs and from unintended pregnancy
- 2) To provide pupils with the knowledge and skills they need to develop healthy attitudes concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family
- 3) To promote understanding of sexuality as a normal part of human development
- 4) To ensure pupils receive integrated, comprehensive, accurate, and unbiased sexual health and HIV prevention instruction and provide educators with clear tools and guidance to accomplish that end; and
- 5) To provide pupils with the knowledge and skills necessary to have healthy, positive, and safe relationships and behaviors.

5. KNOWLEDGE AND SKILLS BASED

Instruction and materials include skill-building activities to enable students to:

- Protect their sexual and reproductive health from HIV and other STIs and from unintended pregnancy;
- Develop healthy attitudes concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family; and
- Develop healthy, positive, and safe relationships and make healthy decisions.

EC §§ 51930(b); 51933(g), (h).

6. ACCESSIBLE TO ENGLISH LEARNERS

Instruction and materials are equally available to students who are English learners. EC § 51933(d)(2).

The Education Code allows for the use of alternate curricula to meet the needs of students who are English learners long as the alternate curricula are consistent with existing curriculum requirements and otherwise comply with other requirements in EC §§ 51930-51939.

7. ACCESSIBLE TO STUDENTS WITH DISABILITIES

Instruction and materials are equally accessible to pupils with disabilities. EC § 51933(d)(3).

To meet the needs of students with disabilities, instruction may require modified curricula and materials in alternative formats or with auxiliary aids.

8. NOT PROMOTING OF ANY RELIGIOUS DOCTRINE

Instruction and materials do not teach or promote religion. EC § 51933(i).

9. NATURE OF HIV AND OTHER SEXUALLY TRANSMITTED INFECTIONS (STIS)

Covers the nature of HIV, as well as other STIs, and their effects on the human body. EC § 51934(a)(1).

GRADES 7–12: CALIFORNIA HEALTHY YOUTH ACT COMPLIANCE EVALUATION CHECKLIST FOR DISTRICTS
EDUCATION CODE §§ 51930–51939

<input type="checkbox"/>	10. TRANSMISSION OF HIV AND OTHER STIS	Covers how HIV and other STIs are and are not transmitted, including relative risks of infection according to specific behaviors. EC §§ 51934(a)(2), (5).
<input type="checkbox"/>	11. HIV AND STI PREVENTION	Provides information on the effectiveness and safety of all federal Food and Drug Administration (FDA) approved methods that prevent or reduce the risk of contracting HIV and other STIs. EC § 51934(a)(4).
<input type="checkbox"/>	12. HIV AND STI TREATMENT	Provides information about the treatment of HIV and other STIs. EC § 51934(6).
<input type="checkbox"/>	13. SOCIAL VIEWS ON HIV AND AIDS	Discusses social views on HIV and AIDS, including stereotypes and myths. Emphasizes that successfully treated HIV-positive individuals have a normal life expectancy, all people are at some risk of contracting HIV, and the only way to know if one is HIV-positive is to get tested. EC § 51934(a)(7).
NOTE: Must be medically accurate and unbiased. See items 3 and 17.		
<input type="checkbox"/>	14. CONTRACEPTION	Provides information about the effectiveness and safety of all FDA-approved contraceptive methods in preventing pregnancy. EC § 51934(a)(9). FDA-APPROVED CONTRACEPTIVE METHODS INCLUDE, BUT ARE NOT LIMITED TO: Intrauterine devices (IUDs), emergency contraception, the Pill, male and female condoms and other barriers methods, the Ring, the Patch, implants, and the Shot.
<input type="checkbox"/>	15. ABSTINENCE	Provides information that abstinence from sexual activity and injection drug use is the only certain way to prevent HIV and other STIs and abstinence from sexual intercourse is the only certain way to prevent unintended pregnancy. Covers the value of delaying sexual activity while also providing medically accurate information on other methods of preventing HIV and other sexually transmitted infections and pregnancy. EC § 51934(a)(3).
<input type="checkbox"/>	16. PREGNANCY AND PREGNANCY OUTCOMES	Includes an objective discussion of all legally available pregnancy outcomes, including, but not limited to: <ol style="list-style-type: none"> 1) Parenting, adoption, and abortion; 2) Information about the law on surrendering custody of an infant; and 3) The importance of prenatal care. EC § 51934(a)(9).
<input type="checkbox"/>	17. UNBIASED	Instruction and materials do not reflect or promote bias against any person on the basis of disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation. EC § 51933(d)(4); see also EC § 220.

GRADES 7–12: CALIFORNIA HEALTHY YOUTH ACT COMPLIANCE EVALUATION CHECKLIST FOR DISTRICTS
EDUCATION CODE §§ 51930–51939

- | | | |
|--------------------------|---|---|
| <input type="checkbox"/> | 18. CULTURALLY INCLUSIVE AND APPROPRIATE | Instruction and materials are appropriate for use with pupils of all races, genders, sexual orientations, ethnic and cultural backgrounds. EC § 51933(d)(1). |
| <input type="checkbox"/> | 19. INCLUSIVE OF DIFFERENT SEXUAL ORIENTATIONS | <p>Instruction and materials recognize that people have different sexual orientations. EC § 51933(d)(5).</p> <p>Instruction and materials that affirmatively recognize that people have different sexual orientations requires necessarily includes instruction that teaches students about different sexual orientations.</p> <p>NOTE: Must be unbiased and appropriate for students of all genders and sexual orientations. See items 17, 18, and 20.</p> |
| <input type="checkbox"/> | 20. EXAMPLES INCLUDE SAME-SEX RELATIONSHIPS | <p>Examples of relationships also include same-sex relationships. EC § 51933(d)(5).</p> <p>NOTE: Must be unbiased and appropriate for students of all genders and sexual orientations. See items 17 and 18.</p> |
| <input type="checkbox"/> | 21. GENDER, GENDER EXPRESSION, GENDER IDENTITY | <p>Includes instruction on gender, gender expression, gender identity, and explores the harm of negative gender stereotypes. EC § 51933(b)(6).</p> <p>NOTE: Must be unbiased and appropriate for students of all genders and sexual orientations. See items 17 and 18.</p> |
| <input type="checkbox"/> | 22. RELATIONSHIPS | <p>Teaches the value of and prepares students to form and maintain healthy, committed relationships that are based on mutual respect and affection, and are free from violence, coercion, and intimidation. EC §§ 51933(f), (g).</p> |
| <input type="checkbox"/> | 23. SEXUAL ABUSE AND VIOLENCE | <p>Includes information about sexual assault, adolescent relationship abuse, and intimate partner violence. EC § 51934(a)(10).</p> |
| <input type="checkbox"/> | 24. SEXUAL HARASSMENT | <p>Includes information about sexual harassment. EC § 51934(a)(10).</p> |
| <input type="checkbox"/> | 25. SEX TRAFFICKING | <p>Includes information about sex trafficking. EC § 51934(a)(10).</p> |
| <input type="checkbox"/> | 26. COMMUNICATION WITH PARENTS AND OTHER TRUSTED ADULTS | <p>Instruction and materials encourage pupils to communicate with their parents, guardians, or other trusted adults about human sexuality and provide knowledge and skills necessary for these discussions. EC § 51933(e).</p> |
| <input type="checkbox"/> | 27. LOCAL RESOURCES | <p>Provides information about local resources and student rights to accessing sexual and reproductive health care and assistance with sexual assault and intimate partner violence. EC § 51934(a)(8).</p> |

GRADES 7-12: CALIFORNIA HEALTHY YOUTH ACT COMPLIANCE EVALUATION CHECKLIST FOR DISTRICTS
EDUCATION CODE §§ 51930-51939

CONFIDENTIAL AND SENSITIVE SERVICES MAY INCLUDE, BUT ARE NOT LIMITED TO: HIV or STI testing, mental health or counseling services, drug or alcohol treatment/ counseling, abortion care, obtaining birth control.

PARENTAL NOTIFICATION & OPT-OUT

- 28. NOTIFICATION PROVIDED AT BEGINNING OF THE YEAR**
Parental notification and opportunity to opt-out is provided at the beginning of the school year. EC § 51938(a).
- 29. PARENTAL NOTIFICATION**
Parents are notified of instruction and given an opportunity to review curriculum. EC § 51938(b).
Requiring a signed note from parents acknowledging receipt of this notification can act as a de facto "opt-in" (active consent) for student participation in instruction. As is reflected in the following requirement, schools may not have an "opt-in" policy for comprehensive sexual health education.
- 30. PARENTAL OPT-OUT**
Parents are notified that they may request in writing that their child be excused from participation. EC §§ 51938(a), (b).
EC § 51938 explicitly requires that schools have an "opt-out" (passive consent) policy, which means they notify parents and allow them to withdraw their children. They are not allowed to have an "opt-in" (active consent) policy, which requires parents to sign and return a permission slip for their children to participate.

INSTRUCTORS, OUTSIDE CONSULTANTS, & GUEST SPEAKERS

- 31. TRAINED INSTRUCTORS**
Instructors, including outside consultants or guest speakers, are trained in the appropriate courses. EC § 51934(a).
"INSTRUCTORS ARE TRAINED IN THE APPROPRIATE COURSES" is defined in EC § 51931(e) as "instructors with knowledge of the most recent medically accurate research on human sexuality, healthy relationships, pregnancy, and HIV and other sexually transmitted infections."
- 32. OUTSIDE CONSULTANTS AND GUEST SPEAKERS HAVE EXPERTISE IN COMPREHENSIVE SEXUAL HEALTH EDUCATION**
Outside consultants and guest speakers have expertise in comprehensive sexual health education. EC § 51936. They also have knowledge of the most recent medically accurate research on the relevant topic or topics covered in their instruction.
NOTE: All instruction provided by outside consultants and guest speakers must comply with items 1 - 27.

GRADES 7-12: CALIFORNIA HEALTHY YOUTH ACT COMPLIANCE EVALUATION CHECKLIST FOR DISTRICTS
EDUCATION CODE §§ 51930-51939

THIS RESOURCE WAS DEVELOPED BY THE ACLU OF CALIFORNIA,
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For more information, go to http://www.aclunc.org/sex_ed. If you are concerned that your school is not following the law, contact the ACLU for help.

THE CALIFORNIA HEALTHY YOUTH ACT – EDUCATION CODE §§ 51930-51939
COMPREHENSIVE SEXUAL HEALTH AND HIV PREVENTION EDUCATION

QUESTIONS & ANSWERS FOR SCHOOL DISTRICTS

The California Healthy Youth Act, which took effect January 1, 2016, requires school districts to provide students with integrated, comprehensive, accurate, and inclusive comprehensive sexual health education and HIV prevention education, at least once in high school and once in middle school. The California Healthy Youth Act made other significant changes to previous Education Code requirements for both HIV prevention education and comprehensive sexual health education.

WHAT ARE THE PURPOSES THE CALIFORNIA HEALTHY YOUTH ACT?

The California Healthy Youth Act has several purposes (EC § 51930(b)):

- To provide students with the knowledge and skills necessary to:
 - Protect their sexual and reproductive health from HIV and other sexually transmitted infections and from unintended pregnancy;
 - Develop healthy attitudes concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family;
 - Have healthy, positive, and safe relationships and behaviors;
- To promote understanding of sexuality as a normal part of human development; and
- To ensure pupils receive integrated, comprehensive, accurate, and unbiased sexual health and HIV prevention instruction and provide educators with clear tools and guidance to accomplish that end.

ARE SCHOOLS REQUIRED TO TEACH COMPREHENSIVE SEXUAL HEALTH EDUCATION AND HIV PREVENTION EDUCATION?

Yes. The California Healthy Youth Act requires that that students in grades 7-12 receive comprehensive sexual health education and HIV prevention education at least once in middle school and once in high school. The Education Code defines comprehensive sexual health education as “education regarding human development and sexuality, including education on pregnancy, contraception, and sexually transmitted infections” (EC § 51931(b)) and HIV prevention education as “instruction on the nature of human immunodeficiency virus (HIV) and AIDS, methods of transmission, strategies to reduce the risk of HIV infection, and social and public health issues related to HIV and AIDS” (EC § 51931(d)). HIV prevention education has been mandated since 1992.

DOES THE LAW PERMIT SCHOOLS TO TEACH COMPREHENSIVE SEXUAL HEALTH AND HIV PREVENTION EDUCATION IN ELEMENTARY SCHOOL?

Yes. Comprehensive sexual health and HIV prevention education may be taught in grades K-6, inclusive. All instruction and materials in grades K-6 must meet the baseline requirements listed below. Content that is

required in grades 7-12 may be also be included in an age-appropriate way in earlier grades. (EC §§ 51933, 51934(b).)

WHAT ARE THE BASELINE REQUIREMENTS FOR ALL COMPREHENSIVE SEXUAL HEALTH EDUCATION AND HIV PREVENTION EDUCATION?

According to the Education Code (EC § 51933), all instruction and materials in all grades (including elementary) must:

- Be age-appropriate;
- Be medically accurate and objective;
- Align with and support the purposes of the California Healthy Youth Act, as described above;
- Be appropriate for use with pupils of all races, genders, sexual orientations, ethnic and cultural backgrounds;
- Be appropriate for and equally available to English language learners;
- Be appropriate for and accessible to pupils with disabilities;
- Affirmatively recognize different sexual orientations and be inclusive of same-sex relationships in discussions and examples;
- Teach about gender, gender expression, gender identity, and the harm of negative gender stereotypes;
- Encourage students to communicate with their parents/guardians and other trusted adults about human sexuality, and provide skills for doing so;
- Teach respect and skills for committed relationships such as marriage;
- Provide knowledge and skills for forming healthy relationships that are free from violence; and
- Provide knowledge and skills for making and implementing healthy decisions about sexuality.

In addition, the Education Code (EC § 51933) specifies that instruction and materials in all grades may not:

- Teach or promote religious doctrine; or
- Reflect or promote bias against any person on the basis of actual or perceived disability, gender, gender identity, gender expression, race or ethnicity, nationality, religion, or sexual orientation, or any other category protected by the non-discrimination policy codified in Education Code § 220.

WHAT ADDITIONAL CONTENT IS REQUIRED IN GRADES 7-12?

Instruction provided in grades 7-12, in addition to meeting the baseline requirements above, must include all of the following content (EC § 51934):

- Information on the nature and transmission of HIV and other sexually transmitted infections (STIs);

- Information about all federal Food and Drug Administration (FDA)-approved methods of reducing the risk of transmission of HIV and other STIs, including antiretroviral treatment, and information about treatment of HIV and STIs;
- Information about reducing the risk of HIV transmission as a result of injection drug use by decreasing needle use and needle sharing;
- Discussion about social views of HIV and AIDS, emphasizing that all people are at some risk of contracting HIV and that the only way to know one’s HIV status is by being tested;
- Information about accessing resources for sexual and reproductive health care and assistance with sexual assault and intimate partner violence, as well as students’ legal rights to access these resources;
- Information about the effectiveness and safety of all federal FDA-approved contraceptive methods in preventing pregnancy (including emergency contraception);
- Information that abstinence is the only certain way to prevent unintended pregnancy and HIV and other STIs; information about value of delaying sexual activity must be included and must be accompanied by information about other methods for preventing pregnancy and STIs;
- Information about pregnancy, including 1) the importance of prenatal care; 2) all legally available pregnancy outcomes, including parenting, adoption, and abortion; and 3) California’s newborn safe surrender law; and
- Information about sexual harassment, sexual assault, adolescent relationship abuse, intimate partner violence, and sex trafficking.

See EC § 51934 for the exact language of these requirements.

Any of these content areas may also be covered in an age-appropriate way prior to grade 7.

DOES THE LAW ALLOW ABSTINENCE-ONLY EDUCATION?

No. “Abstinence-only” sex education, which offers abstinence as the only option for preventing STIs and unintended pregnancy, is not permitted in California public schools.

Comprehensive sexual health education in grades 7-12 must include medically accurate, up-to-date information about the effectiveness and safety of all federal FDA-approved methods for preventing HIV, other STIs, and pregnancy. (EC § 51934(a)(9).)

In addition, abstinence may not be discussed in isolation from other methods of preventing HIV, other STIs, and pregnancy. The Education Code requires that instruction and materials include information that abstinence is the only certain way to prevent HIV, other STIs, and unintended pregnancy. However, it also states: “Instruction shall provide information about the value of delaying sexual activity while also providing medically accurate information on other methods of preventing HIV and other sexually transmitted infections and pregnancy.” (EC § 51934(a)(3).)

WHY IS THERE A REQUIREMENT FOR INTEGRATED INSTRUCTION, AND WHAT DOES IT MEAN?

In order to ensure that students receive instruction that best supports their need for accurate, comprehensive information, the requirement for integrated instruction means that there must be internal consistency within sexual health education and HIV prevention instruction and materials. All instruction and materials must support and align with the purposes of the California Healthy Youth Act and with each other; they may not be in conflict with or undermine each other or any of the purposes of the law. For example, schools may not use materials that, in promoting abstinence, focus exclusively on the failure rates or perceived disadvantages of condoms or contraception, even if schools attempt to balance these materials with other, objective information. (EC §§ 51930(b)(4), 51933(c).)

HOW DOES THE LAW PROMOTE HEALTHY RELATIONSHIPS FOR YOUTH?

The California Healthy Youth Act has a strong emphasis on healthy relationships, in both the purposes and the required content. Students must be taught knowledge and skills related to recognizing, building, and maintaining healthy relationships that are based on mutual affection and are free from violence, coercion and intimidation. This includes teaching decision-making and communication skills and helping students to understand the value of and prepare for committed relationships, such as marriage. It also includes information about unhealthy behaviors and risks to their health, such as sexual harassment, sexual assault, intimate partner violence, and sex trafficking. (EC §§ 51930(b); 51933(f), (g), (h); 51934(a)(10).)

DOES THE LAW REQUIRE INSTRUCTION ABOUT LOCAL HEALTH RESOURCES?

Yes. The California Healthy Youth Act requires that students learn about local resources for sexual and reproductive health care, sexual assault and intimate partner violence. The law also requires instruction about how students can access those resources and their rights to access them. For example, under California law, minors aged 12 and above have the right to confidentially access and make their own decisions regarding reproductive health care, including birth control, prenatal care, abortion, and prevention of and treatment for HIV and STIs. (Family Code §§ 6925, 6926; *American Academy of Pediatrics v. Lungren*, 16 Cal.4th 307 (1997)). Students also have the right to obtain sensitive services, including reproductive health care, during school hours, and must be allowed to leave campus for the purpose of obtaining these services. (EC § 48205; EC § 46010.1; 87 Ops. Cal. Atty. Gen. 168, 172 (2004)). In these instances, schools are not allowed to require parental consent or notification, and must mark the student's absence as excused and allow the student to make up full credit for assignments or class time missed.

DOES THE LAW REQUIRE INSTRUCTION ON CALIFORNIA'S AFFIRMATIVE CONSENT STANDARD?

Another law, distinct from the California Healthy Youth Act, also took effect in 2016. This law, Education Code § 33544, requires that all school districts that have health education as a graduation requirement must include instruction on California's affirmative consent standard. This standard is defined as follows: "Affirmative consent" means affirmative, conscious, and voluntary agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure that he or she has the

affirmative consent of the other or others to engage in the sexual activity. Lack of protest or resistance does not mean consent, nor does silence mean consent. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, should never by itself be assumed to be an indicator of consent.” (EC § 67386.)

Instruction on the affirmative consent standard is not mandatory for districts that do not require a health education course for graduation. The law also does not require that this instruction be provided within comprehensive sexual health and HIV prevention education. However, the California Healthy Youth Act does require that comprehensive sexual health education and HIV prevention education address healthy relationships and communication, and consent for sexual activity is an important component of this instruction. Therefore, there is natural overlap between the law relating to the affirmative consent standard and the California Healthy Youth Act.

WHAT DETERMINES WHETHER THE FACTS TAUGHT ARE MEDICALLY ACCURATE?

Instruction is medically accurate if it is verified or supported by proper scientific research, published in peer-reviewed journals as appropriate, and recognized as accurate and objective by agencies with expertise in the field, such as the federal Centers for Disease Control and Prevention (CDC), the American Public Health Association, the American Academy of Pediatrics, and the American College of Obstetricians and Gynecologists. (EC § 51931(f).)

WHAT DOES THE LAW SAY ABOUT LESBIAN, GAY, BISEXUAL, TRANSGENDER AND QUEER (LGBTQ) STUDENTS, SEXUAL ORIENTATION, AND GENDER/GENDER IDENTITY?

All instruction and materials in grades K-12 must be inclusive of LGBTQ students. Instruction shall affirmatively recognize that people have different sexual orientations and, when discussing or providing examples of relationships and couples, must be inclusive of same-sex relationships. (EC § 51933(d)(5).) It must also teach students about gender, gender expression, gender identity, and explore the harm of negative gender stereotypes. (EC § 51933(d)(6).) This means that schools must teach about sexual orientation and what being transgender means.

The California Healthy Youth Act requires that sexual health education be appropriate for use with students of all genders and sexual orientations and clearly states that part of the intent of the law is “to encourage a pupil to develop healthy attitudes concerning adolescent growth and development, body image, gender, sexual orientation, relationships, marriage, and family.” (EC § 51930.)

The California Healthy Youth Act also prohibits sexual health education classes from promoting bias against anyone on the basis of any category protected by Education Code § 220, which includes actual or perceived gender and sexual orientation.

WHAT DOES THE LAW SAY ABOUT STUDENTS WITH DISABILITIES?

Instruction and materials must be appropriate for and accessible to students with disabilities. This includes but is not limited to providing a modified curriculum, materials and instruction in alternative formats, and auxiliary aids. (EC § 51933(d)(3).)

WHAT DOES THE LAW SAY ABOUT STUDENTS WHO ARE ENGLISH LEARNERS?

The California Healthy Youth Act requires that instruction be made available on an equal basis to pupils who are English learners, whether they are placed in English immersion classes or alternative bilingual education classes, and must be consistent with the existing sex education curriculum. (EC § 51933(d)(2).) In addition, the law requires that instruction be appropriate for use with students of all races and ethnic and cultural backgrounds. (EC § 51933(d)(1).)

DOES THE LAW PERMIT THE USE OF OUTSIDE SPEAKERS?

School districts may contract with outside consultants or guest speakers, including those who have developed multilingual curricula or curricula accessible to persons with disabilities, to deliver comprehensive sexual health education and HIV prevention education or to provide training for school district personnel. All outside consultants and guest speakers must have expertise in comprehensive sexual health education and HIV prevention education and have knowledge of the most recent medically accurate research on the relevant topic or topics covered in their instruction. (EC § 51936.)

Instruction provided by outside consultants or guest speakers must fulfill the same requirements as instruction provided by employees of the school district. This instruction must be integrated into and may not conflict with other instruction or with the purposes of the law. If schools use outside consultants or guest speakers, they must provide parents with the name of the provider's organization and the date of instruction at the beginning of the school year or no fewer than 14 days prior to the date of instruction.

HOW DOES THE LAW SUPPORT FAMILY COMMUNICATION ABOUT COMPREHENSIVE SEXUAL HEALTH?

Instruction and materials shall encourage a student "to communicate with his or her parents, guardians, and other trusted adults about human sexuality and provide the knowledge and skills necessary to do so." (EC § 51933(e).)

WHAT DOES THE LAW SAY ABOUT PARENT/GUARDIAN NOTIFICATION AND CONSENT FOR INSTRUCTION?

Parents or guardians must be notified by the school or district at the beginning of the school year (or at the time of enrollment) about planned comprehensive sexual health and HIV prevention education, and must be given an opportunity to review materials. The school district must also inform parents/guardians about whether the instruction will be provided by district personnel or outside consultants. If instruction will be

provided by outside consultants, the notice must include the name and organizational affiliation of the outside consultant and the date of the instruction. The notice must also inform parents/guardians of their right to request copies of Education Code §§ 51933, 51934, and 51938. If arrangements for guest speakers or outside consultants are made after the initial notification is sent out at the beginning of the year, districts must notify parents at least 14 days prior to the instruction via mail or another commonly used method.

The law allows parents or guardians to remove their child from comprehensive sexual health and HIV prevention education, as defined in the statute (EC §§ 51931(b), (d), 51932.), using a passive consent or “opt-out” process. Schools may not require active consent (“opt-in”) for participation in comprehensive sexual health and HIV prevention education in any grade, including elementary school. (EC § 51938(a).) The notice sent to parents/guardians informing them about planned instruction must additionally inform them that they may remove their child from the instruction and that in order to do so they must state their request in writing to the school district. (EC § 51938(b)(4).) If the parent/guardian does not request in writing that the child be withheld, the child will attend the instruction. Schools may not require parents/guardians to return a signed acknowledgment that they have received the notice in order for their child to participate in the instruction; this serves as de facto active consent and is prohibited under the law.

WHAT DOES THE LAW SAY ABOUT PARENTAL/GUARDIAN CONSENT FOR SURVEYS?

In order to facilitate the collection of data needed by researchers to evaluate the effectiveness of comprehensive sexual health education and other unintended pregnancy prevention efforts, the law permits schools to administer anonymous, voluntary, confidential, age-appropriate surveys or questionnaires in which students are asked about their sexual activities and attitudes in order to measure their health behaviors and risks. Parents/guardian must be notified of any planned surveys or questionnaires, be given the opportunity to review these surveys or questionnaires and, in grades 7-12, be given the opportunity to request in writing that their child not participate. Schools may not adopt an active consent or “opt-in” policy for these surveys or questionnaires for students in grades 7 to 12. Prior to grade 7, parents must give active consent in order for their child to participate. (EC § 51938(c).)

WHAT DOES THE LAW SAY ABOUT ANTI-HARASSMENT, BULLYING PREVENTION OR SAFE SCHOOLS PROGRAMS?

School districts have an affirmative legal obligation to prevent bias-based bullying, harassment and discrimination and to create a safe and welcoming environment for all students. (EC §§ 201, 220.) The California Healthy Youth Act supports these efforts by requiring inclusive instruction and prohibiting biased instruction. The law does not permit parents to remove their children from anti-harassment programs or other instruction that discusses gender, gender identity, gender expression, sexual orientation, discrimination, harassment, bullying, intimidation, relationships, or family but does not discuss human reproductive organs and their functions. (EC § 51932(b).) This is to ensure that all students feel safe on and off campus knowing that all their peers received the same messages on acceptable and unacceptable behaviors, resulting in a positive school climate.

DOES THE LAW REQUIRE TEACHERS TO BE TRAINED?

Comprehensive sexual health and HIV prevention education must be taught by instructors trained in the appropriate courses. (EC §§ 51934(a), (b).) This means that instructors must have knowledge of the most recent medically accurate research on human sexuality, healthy relationships, pregnancy, and HIV and other sexually transmitted infections. (EC § 51931(e).)

In addition, school districts must provide periodic training to all district personnel who provide HIV prevention education to enable them to learn new developments in the scientific understanding of HIV. Teachers with a demonstrated expertise in the field or who have received training from the California Department of Education, their affiliates or Centers for Disease Control and Prevention need not be additionally trained by the district. School districts may expand the training to include the topic of comprehensive sexual health education.

ARE THE HEALTH FRAMEWORK FOR CALIFORNIA PUBLIC SCHOOLS AND THE CALIFORNIA HEALTH EDUCATION CONTENT STANDARDS CURRENT WITH RESPECT TO LEGAL REQUIREMENTS FOR COMPREHENSIVE SEXUAL HEALTH AND HIV PREVENTION EDUCATION?

No. The Health Framework is extremely outdated and is inconsistent with the California Healthy Youth Act; it should not be used. The California Health Education Content Standards, adopted in 2008, do not in most respects directly conflict with the California Healthy Youth Act but also do not include all required content. Therefore, the health standards should not be independently relied upon for developing or evaluating sexual health curriculum.

THIS RESOURCE WAS DEVELOPED BY THE ACLU OF CALIFORNIA,
A collaboration of the ACLU of Northern California, the ACLU of Southern California, and the ACLU of San Diego & Imperial Counties

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THE CALIFORNIA HEALTHY YOUTH ACT – EDUCATION CODE §§ 51930-51939
COMPREHENSIVE SEXUAL HEALTH AND HIV PREVENTION EDUCATION

SAMPLE PARENT/GUARDIAN NOTIFICATION LETTER FOR GRADES 7-12

[Insert Date]

Dear [School Name] Parent/Guardian:

California state law, the California Healthy Youth Act, requires that comprehensive sexual health education and HIV prevention education be provided to students at least once in middle school or junior high school and once in high school, starting in grade 7.

Instruction must encourage students to communicate with parents, guardians or other trusted adults about human sexuality. Instruction must be medically accurate, age-appropriate and inclusive of all students. It must include the following:

- Information about HIV and other sexually transmitted infections (STIs), including transmission, FDA approved methods to prevent HIV and STIs, and treatment
- Information that abstinence is the only certain way to prevent unintended pregnancy and HIV and other STIs, and information about value of delaying sexual activity
- Discussion about social views of HIV and AIDS
- Information about accessing resources for sexual and reproductive health care
- Information about pregnancy, including FDA approved prevention methods, pregnancy outcomes, prenatal care, and the newborn safe surrender law
- Information about sexual orientation and gender, including the harm of negative gender stereotypes
- Information about healthy relationships and avoiding unhealthy behaviors and situations

You can examine written and audiovisual instructional materials at the [School Name/District] main office. If you have questions, please see the teacher or principal. You may request a copy of the California Healthy Youth Act (California Education Code Sections 51930-51939) by contacting [the District].

This instruction will be provided by [name of school district personnel/outside consultants].

State law allows you to remove your student from this instruction. If you do not want your student to participate in comprehensive sexual health or HIV prevention education, please give a written request to _____ [district, principal, teacher, etc.] by [insert date here].

Sincerely,

[Superintendent]

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For more information, go to http://www.aclunc.org/sex_ed.

If you are concerned that your school is not following the law, contact the ACLU for help.

Board of Trustees
HUSD Board of Trustees
Hamilton Unified School District

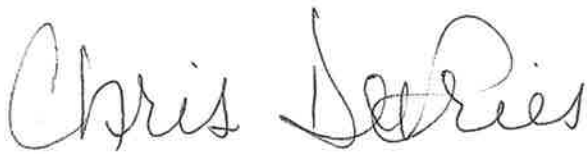
Dear Mr. Chairman and Members of the Board:

The C.S.E.A. Chapter #623 is submitting our initial proposal for the 2016-2017 school year.

- a. Revise and reorganize the salary schedule
- b. Benefits
- c. New unapproved job descriptions

Thank you for your consideration on these matters.

Sincerely,

A handwritten signature in cursive script that reads "Chris DeVries". The signature is written in black ink and is positioned above the typed name and title.

Chris DeVries
CSEA President

Vendor/Addr Remit name Description Tax ID num Deposit type Fd Res Y Goal Func Obj Sit Bdr DD T9MPS Liq Amt Net Amount
 Req Reference Date

001256/00 ATFT LONG DISTANCE
 PV-000105 12/19/2016 ACCT# 0518956221001 JAN-FEB 17 01-0000-0-0000-2700-5990-000-000-00000 NN
 TOTAL PAYMENT AMOUNT 38.18 *

000272/00 BETTY MERCADO
 PV-000114 01/19/2017 CLNA MEALS
 TOTAL PAYMENT AMOUNT 223.00 *

000911/00 BLICK ART MATERIALS
 PO-017443 01/13/2017 7160341
 PO-017443 01/06/2017 7122894
 TOTAL PAYMENT AMOUNT 49.78 *

000332/00 BOARD OF EQUALIZATION
 PV-000128 01/19/2017 OCT-DEC 2017 FUEL TAX
 TOTAL PAYMENT AMOUNT 106.55 *

000197/00 BUTTE COUNTY SELPA
 PO-017407 01/23/2017 T BRYAN 12/15/16
 TOTAL PAYMENT AMOUNT 20.00 *

000371/00 CALIFORNIA LANGUAGE TEACHERS
 PO-017492 01/18/2017 C17-013
 TOTAL PAYMENT AMOUNT 485.00 *

000053/00 CALIFORNIA WATER SERVICE CO
 PO-000422 12/29/2016 JAN 4141117777
 PO-000422 12/29/2016 JAN 3141117777
 TOTAL PAYMENT AMOUNT 91.02 *

Vendor/Addr	Req Reference	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	T9MPS	Liq Amt	Net Amount
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000272/00	BETTY MERCADO														223.00	223.00
000911/00	BLICK ART MATERIALS														49.78	49.78
000332/00	BOARD OF EQUALIZATION														106.55	106.55
000197/00	BUTTE COUNTY SELPA														20.00	20.00
000371/00	CALIFORNIA LANGUAGE TEACHERS														485.00	485.00
000053/00	CALIFORNIA WATER SERVICE CO														91.02	91.02

Vendor/Addr Reg Reference	Remit name Date	Description	Tax ID num	Deposit type Pd Res	ABA num Y Goal Func Obj	Account num Slt Bdr DD	TRMPS	Liq Amt	Net Amount
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000334/00	CALSTRS-JEM								
PV-000112 01/25/2017 OCT-DEC 2016 ADMIN FEES									
TOTAL PAYMENT AMOUNT									126.00
									126.00 *

000156/00	CASBO								
PV-017458 01/09/2017 591159									
PO-017458 01/09/2017 591160									
PO-017458 01/09/2017 591161									
TOTAL PAYMENT AMOUNT									765.00 *
									255.00
									255.00
									255.00
									255.00

000515/00	CHARLES TRACY								
PV-000126 01/19/2017 SSDA CONF MEALS									
TOTAL PAYMENT AMOUNT									65.00 *
									65.00

001054/00	CLYDE CROSBY								
PV-000110 01/25/2017 SPORTS TRAVEL MEALS A CROSBY									
TOTAL PAYMENT AMOUNT									75.00 *
									75.00

000158/00	CORNING LUMBER CO INC								
PO-017237 01/23/2017 1701-001820									
PO-017237 01/23/2017 1701-001818									
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									313.33
									329.79

000205/00	CEM EDUCATIONAL PROGRAM								
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									2,541.53
									2,159.14

002055/00	CRISTINA HAWKINS								
PV-000116 01/19/2017 PLC 2017 MEALS									
TOTAL PAYMENT AMOUNT									196.00 *
									196.00

012 HAMILTON UNIFIED SCHOOL DIST. J42508
 BATCH 32: FEBRUARY 22 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0032 BATCH 32; FEBRUARY 22, 2017
 Fund : 01 GENERAL FUND
 APY500 L.00.12 01/25/17 14:54 PAGE 3
 << Open >>

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	ABA num	Account num	TRMPS	Liq Amt	Net Amount
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000236/00	DIESEL EMISSIONS SERVICE													
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													TOTAL PAYMENT AMOUNT	114.73

001385/00	ELBESE MELLO													
PO-000109	01/25/2017	NSRA CONF MEALS												
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002056/00	EMILY KALLEMEYX													
PO-000117	01/19/2017	PLC 2017 MEALS												
													TOTAL PAYMENT AMOUNT	196.00

000320/00	GERLINGER STEEL & SUPPLY CO													
PO-017235	01/11/2017	0221238												
PO-017235	01/17/2017	0221457												
													TOTAL PAYMENT AMOUNT	503.41

001524/00	GLENN COUNTY ELECTIONS DEPT													
PO-000111	01/25/2017	ELECTIONS FEES												
													TOTAL PAYMENT AMOUNT	2,477.39

000162/00	GRAINGER													
PO-000409	01/11/2017	9328082103												
													TOTAL PAYMENT AMOUNT	118.49

000114/00	HAMILTON UNIFIED REVOLVING FND													
PO-017464	09/01/2016	1225 MTL CONTRACTING INV												
													TOTAL PAYMENT AMOUNT	450.00

012 HAMILTON UNIFIED SCHOOL DIST. J42508
 BATCH 32: FEBRUARY 22 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0032 BATCH 32: FEBRUARY 22, 2017
 Fund : 01 GENERAL FUND

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Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type Fd Res	ABA num Y Goal Func Obj	Account num Sit Bdr DD	TRMPS	Idq Amt	Net Amount
000072/00	HILLYARD								
PO-000412	01/19/2017	602389182		1 01-8150-0-0000-8100-4300-000-000-00000	NN P			0.00	57.23
PO-000412	01/18/2017	602386542		1 01-8150-0-0000-8100-4300-000-000-00000	NN P			0.00	1,479.30
TOTAL PAYMENT AMOUNT									1,536.53
000801/00	HUNT & SONS INC		942209320						
PO-000400	01/19/2017	595879		1 01-0000-0-0000-3600-4392-000-000-00000	NN P			0.00	1,266.54
TOTAL PAYMENT AMOUNT									1,266.54
001431/00	JANICE LOHSE								
PV-000106	01/25/2017	NSTA CONF MEALS							223.00
TOTAL PAYMENT AMOUNT									223.00
002057/00	JASON PEZZETTI		561675030						
PV-000118	01/19/2017	PLC 2017 MEALS							196.00
TOTAL PAYMENT AMOUNT									196.00
000573/00	JIVE COMMUNICATIONS INC		020783048						
PO-000442	01/01/2017	JAN PHONE:000626670		1 01-0000-0-0000-2700-5990-000-000-00000	NN P			0.00	923.63
PO-000442	01/01/2017	JAN DATA: 000630645		1 01-0000-0-0000-2700-5990-000-000-00000	NN P			0.00	468.98
TOTAL PAYMENT AMOUNT									1,392.61
002058/00	JOHN CAMPBELL		566839817						
PV-000108	01/25/2017	NSTA CONF MEALS							223.00
PV-000119	01/19/2017	PLC 2017 MEALS							196.00
TOTAL PAYMENT AMOUNT									419.00
002059/00	JOHN HIRONIMUS		570710663						
PV-000107	01/25/2017	NSTA CONF MEALS							223.00
PV-000120	01/19/2017	PLC 2017 MEALS							196.00
TOTAL PAYMENT AMOUNT									419.00

012 HAMILTON UNIFIED SCHOOL DIST. J42508
 BATCH 32: FEBRUARY 22 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0032 BATCH 32; FEBRUARY 22, 2017
 Fund : 01 GENERAL FUND

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Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y	Goal	Func	Obj	Sit	Bdr	DD	TWMP	Liq Amt	Net Amount
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001283/00	JOHN'S TIRE & MUFFLER SERVICE		943171305	1	01-8150-0-0000-8100-5630-000-000000	NY	P							0.00	39.33
TOTAL PAYMENT AMOUNT															
39.33															

002060/00	KRISTY EDEN		604096629												
PV-000121	01/19/2017	PLC 2017 MEALS			01-6264-0-1110-1000-5200-000-000000	NN	P								196.00
TOTAL PAYMENT AMOUNT															
196.00															

002054/00	MARY HANSEN		613641108												
PV-000115	01/19/2017	PLC 2017 MEALS			01-6264-0-1110-1000-5200-000-000000	NN	P								196.00
TOTAL PAYMENT AMOUNT															
196.00															

000096/00	MILLER GLASS INC														
PO-000434	01/06/2017	1-269574		2	01-0000-0-0000-3600-5630-000-000000	NN	P							0.00	145.00
TOTAL PAYMENT AMOUNT															
145.00															

002061/00	NANCY HEFFLEY		572339382												
PV-000122	01/19/2017	PLC 2017 MEALS			01-6264-0-1110-1000-5200-000-000000	NN	P								196.00
TOTAL PAYMENT AMOUNT															
196.00															

001407/00	PARAMEX SCREENING SERVICE		680179882												
PV-000125	01/19/2017	001617			01-0000-0-0000-3600-5890-000-000000	NY	P								138.00
TOTAL PAYMENT AMOUNT															
138.00															

002062/00	PAULA GARCIA KRAUSS		680822309												
PV-000123	01/19/2017	PLC 2017 MEALS			01-6264-0-1110-1000-5200-000-000000	NN	P								196.00
TOTAL PAYMENT AMOUNT															
196.00															

000084/00	PG&E														
PO-000416	01/12/2017	JAN HS 9921774729-6		1	01-0000-0-0000-8100-5590-000-000000	NN	P							0.00	5,035.57
TOTAL PAYMENT AMOUNT															
5,035.57															

Vendor/Addr Remit name Description Tax ID num Deposit type ABA num Account num T9MPS Ldg Amt Net Amount
 Req Reference Date
 000134/00 QUILL CORPORATION

PO-017120 01/13/2017 3497706 1 01-0000-0-1110-1000-4300-000-000-00000 NN P 154.84 154.84
 PO-017120 01/13/2017 3497706 2 01-0000-0-1110-1000-4300-100-000-00000 NN P 18.05 18.05
 PO-017120 01/05/2017 3212179 1 01-0000-0-1110-1000-4300-000-000-00000 NN P 12.86 12.86
 PO-017137 01/13/2017 3497706 3 01-9150-0-0000-2420-4300-000-000-00000 NN P 0.00 0.00
 PO-017448 01/12/2017 3420515 1 01-0801-0-1110-1000-4300-000-515-00000 NN F 0.84 2.12
 TOTAL PAYMENT AMOUNT 266.89 * 266.89

000137/00 SCHOOL SERVICES OF CALIF INC
 PO-000426 12/31/2016 DEC 2016 0109219-IN 1 01-0000-0-1110-1000-5890-000-000-00000 NN P 245.00 245.00
 TOTAL PAYMENT AMOUNT 245.00 * 245.00

000191/00 SMALL SCHOOL DISTRICTS ASSN
 PO-017483 01/18/2017 16-002379 C TRACY 1 01-0000-0-0000-7150-5200-000-000-00000 NN F 475.00 428.00
 PO-017483 01/18/2017 16-002379 BOARD MEMBERS 2 01-0000-0-0000-7110-5200-000-000-00000 NN F 1,014.00 1,014.00
 TOTAL PAYMENT AMOUNT 1,442.00 * 1,442.00

002063/00 VANESSA REYES 624284113
 PV-000124 01/19/2017 PLC 2017 MEALS 01-6264-0-1110-1000-5200-000-000-00000 NN 196.00 196.00
 TOTAL PAYMENT AMOUNT 196.00 * 196.00

000743/00 WEST COAST PAPER
 PO-000429 01/11/2017 9933683 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 600.60
 PO-000429 01/11/2017 9933684 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 205.50
 PO-000429 01/11/2017 99337768 1 01-8150-0-0000-8100-4300-000-000-00000 NN P 0.00 21.34
 TOTAL PAYMENT AMOUNT 827.44 * 827.44

TOTAL Fund PAYMENT 23,784.71 ** 23,784.71

012 HAMILTON UNIFIED SCHOOL DIST. J42508
 BATCH 32: FEBRUARY 22 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0032 BATCH 32; FEBRUARY 22, 2017
 Fund : 12 CHILD DEVELOPMENT

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Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount
Reg Reference	Date			Fd Res	Obj	Sit BDR DD	TRMPS	
001189/00	MARGRIT VOGELSSANG							
PV-000113	01/19/2017	REIMB PETTY TRF PENGUIN		12-6105-0-1110-1000-4300-000-00000	NN			50.45
TOTAL PAYMENT AMOUNT								50.45 *

TOTAL Fund	PAYMENT	50.45 **	50.45
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Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y Goal	Func	Obj	Sit	Bdr	DD	Account num	TSMP	Liq Amt	Net Amount
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000764/00	DANIELSON CO														
CM-000024	01/09/2017	110485		13-5310-0-0000-3700-4700-000-000-00000	N									0.00	-114.19
PO-000425	01/09/2017	121075		3 13-5310-0-0000-3700-5890-000-000-00000	NN P									0.00	8.00
PO-000425	01/09/2017	121031		3 13-5310-0-0000-3700-4300-000-000-00000	NN P									0.00	8.00
PO-000425	01/09/2017	121031		2 13-5310-0-0000-3700-4700-000-000-00000	NN P									0.00	1,181.73
PO-000425	01/09/2017	121075		2 13-5310-0-0000-3700-4700-000-000-00000	NN P									0.00	1,534.95
PO-000425	01/09/2017	121075		1 13-5310-0-0000-3700-4300-000-000-00000	NN P									0.00	116.71
PO-000425	01/09/2017	121031		1 13-5310-0-0000-3700-4300-000-000-00000	NN P									0.00	148.13
TOTAL PAYMENT AMOUNT														2,883.33	2,883.33

000209/00	GOLD STAR FOODS														
PO-000415	01/09/2017	1892604		2 13-5310-0-0000-3700-4700-000-000-00000	NN P									0.00	2,011.32
TOTAL PAYMENT AMOUNT														2,011.32	2,011.32

000163/00	HAMILTON HIGH SCHOOL														
PV-000127	01/19/2017	MANDARINS FOR CAFE		13-5310-0-0000-3700-4700-000-000-00000	NN									625.00	625.00
TOTAL PAYMENT AMOUNT														625.00	625.00

000592/00	MISSION UNIFORM & LINEN														
PO-000405	12/08/2016	503875418		1 13-5310-0-0000-3700-4300-000-000-00000	NN P									0.00	36.14
PO-000405	12/15/2016	503923467		1 13-5310-0-0000-3700-4300-000-000-00000	NN P									0.00	32.69
PO-000405	12/15/2016	503923466		1 13-5310-0-0000-3700-4300-000-000-00000	NN P									0.00	29.93
PO-000405	01/12/2017	504104748		1 13-5310-0-0000-3700-4300-000-000-00000	NN P									0.00	34.78
PO-000405	01/12/2017	504104749		1 13-5310-0-0000-3700-4300-000-000-00000	NN P									0.00	34.99
PO-000405	01/19/2017	504151967		1 13-5310-0-0000-3700-4300-000-000-00000	NN P									0.00	32.69
TOTAL PAYMENT AMOUNT														201.22	201.22

000763/00	PROPACIFIC FRESH														
CM-000022	01/09/2017	RA6389135		13-5310-0-0000-3700-4700-000-000-00000	N										-29.75
CM-000023	01/09/2017	RA6358801		13-5310-0-0000-3700-4700-000-000-00000	N										-24.75
PO-000407	09/07/2016	TE6347237		2 13-5310-0-0000-3700-4300-000-000-00000	NN P									0.00	22.16
PO-000407	06/20/2016	C6314228	REV CM#4	1 13-5310-0-0000-3700-4700-000-000-00000	NN P									0.00	125.84
PO-000407	06/21/2016	RA6314002	REV CM#5	1 13-5310-0-0000-3700-4700-000-000-00000	NN P									0.00	24.00
PO-000407	01/09/2017	6391035		1 13-5310-0-0000-3700-4700-000-000-00000	NN P									0.00	625.39
PO-000407	09/26/2016	6354896		1 13-5310-0-0000-3700-4700-000-000-00000	NN P									0.00	1,048.18
PO-000407	01/09/2017	6397823		1 13-5310-0-0000-3700-4700-000-000-00000	NN P									0.00	918.98
TOTAL PAYMENT AMOUNT														2,710.05	2,710.05

012 HAMILTON UNIFIED SCHOOL DIST. J42508
 BATCH 32: FEBRUARY 22 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0032 BATCH 32, FEBRUARY 22, 2017
 Fund : 13 CAFETERIA

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Vendor/Addr Req Reference	Remit name Date	Description	Tax ID num	Deposit type Fd Res Y	Goal Func Obj	ABA num Sit Bdr DD	Account num TRMPS	Liq Amt	Net Amount
TOTAL Fund			PAYMENT			8,430.92	**		8,430.92
TOTAL BATCH PAYMENT						32,266.08	***	0.00	32,266.08
TOTAL DISTRICT PAYMENT						32,266.08	****	0.00	32,266.08
TOTAL FOR ALL DISTRICTS:						32,266.08	****	0.00	32,266.08

Number of checks to be printed: 47, not counting voids due to stub overflows.

Printed: 01/25/2017 14:55:11

Prepared by Christa Babin Date 1/25/17
 Authorized by _____ Date _____

012 HAMILTON UNIFIED SCHOOL DIST. J42279
 BATCH 33; FEBRUARY 22, 2017

ACCOUNTS PAYABLE PRELIST
 BATCH: 0033 BATCH 33; FEBRUARY 22, 2017
 Fund : 01 GENERAL FUND

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Vendor/Addr	Remit name	Tax ID num	Deposit type	ABA num	Account num	Liq Amt	Net Amount	
Req Reference	Date	Description	Fd Res	Y Goal Func Obj	Sit Bdr DD	T9MPS		
000008/00	CALIFORNIA'S VALUED TRUST H/W							
PO-000444	01/18/2017	FEBRUARY 2017	1	01-0000-0-0000-0000-9571-000-000-000000	NN P	0.00	27,515.55	
PO-000444	01/18/2017	FEBRUARY 2017	2	01-0000-0-0000-0000-9572-000-000-000000	NN P	0.00	60,669.42	
PO-000444	01/18/2017	FEBRUARY 2017	3	01-0000-0-0000-0000-9573-000-000-000000	NN P	0.00	12,779.84	
TOTAL PAYMENT AMOUNT							100,964.81	100,964.81

000584/00 STANDARD
 PO-000408 12/20/2016 JAN CT503202 DIV3000
 TOTAL PAYMENT AMOUNT 1 01-0000-0-0000-0000-9573-000-000-000000 NN P 0.00 305.20
 TOTAL PAYMENT AMOUNT 305.20 *

TOTAL FUND PAYMENT	101,270.01 **		101,270.01
TOTAL BATCH PAYMENT	101,270.01 ***	0.00	101,270.01
TOTAL DISTRICT PAYMENT	101,270.01 ****	0.00	101,270.01
TOTAL FOR ALL DISTRICTS:	101,270.01 ****	0.00	101,270.01

Number of checks to be printed: 2, not counting voids due to stub overflows.

Prepared by	<i>Walter Hamman</i>	Date	<i>1/23/17</i>
Authorized by		Date	

Vendor/Addr	Remit name	Description	Tax ID num	Deposit type	Fd Res	Y Goal	Func Obj	ABA num	Account num	Liqr Amt	Net Amount
001391/00	ABSOLUTE HEATING & AIR INC		510664349								

PO-000435 01/13/2017 5144011317
 TOTAL PAYMENT AMOUNT 183.00

000010/00 ALHAMBRA & SIERRA SPRINGS

PO-000406	01/30/2017	JAN HS 9858589	012717	1	01-0000-0-0000-2700-4300-100-000-00000	NN	P			0.00	69.17
PO-000406	01/30/2017	JAN MT 9858589	012717	2	01-8150-0-0000-8100-4300-000-000-00000	NN	P			0.00	13.38
PO-000406	01/30/2017	JAN ELLAB 9858589	012717	3	01-0000-0-3200-1000-4300-000-000-00000	NN	P			0.00	9.17
PO-000406	01/30/2017	JAN ELEM 9858589	012717	4	01-0000-0-0000-2700-4300-800-000-00000	NN	P			0.00	45.17

TOTAL PAYMENT AMOUNT 136.89 *

000029/00 BUTTE COLLEGE

PO-017405 01/23/2017 HAM 12016
 TOTAL PAYMENT AMOUNT 450.00 *

000053/00 CALIFORNIA WATER SERVICE CO

PO-000422	01/30/2017	FEB 4141117777		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	45.63
PO-000422	01/30/2017	FEB 3141117777		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	45.63
PO-000422	01/30/2017	FEB 3624177777		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	15.32
PO-000422	01/30/2017	FEB 6314177777		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	103.97
PO-000422	01/30/2017	FEB 0669843652		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	135.81
PO-000422	01/30/2017	FEB 7314177777		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	265.63
PO-000422	01/30/2017	FEB 4328876467		1	01-0000-0-0000-8100-5590-000-000-00000	NN	P			0.00	377.31

TOTAL PAYMENT AMOUNT 989.30 *

001498/00 CHRISTY WHITE ASSOCIATES 272956198

PO-000446 01/26/2017 13260 15-16 AUDIT
 TOTAL PAYMENT AMOUNT 7,301.25 *

000205/00 CPM EDUCATIONAL PROGRAM

PO-017520 02/01/2017 1700383-IN
 TOTAL PAYMENT AMOUNT 813.44 *