

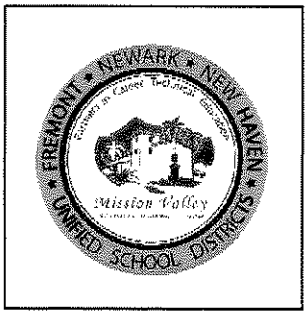

# Mission Valley ROP

## Thursday, June 16, 2011

## 5p.m. Governing Council Meeting

## MVROP Board Room

**(510) 657-1865 Ext. 15141**


FREMONT • NEWARK • NEW HAVEN •
UNIFIED SCHOOL DISTRICTS
Mission Valley

# Agenda

**Regular Meeting of the Governing Council**
**Mission Valley Regional Occupational Center/ Program**
**ROP Board Room**
**Thursday, June 16, 2011**
**Regular Meeting (Open Session) – 5p.m.**

**Call to order _____p.m.**

**Pledge of Allegiance**

**Roll Call:**

_____ Larry Sweeney, President
_____ Janice Schaefer, Vice President
_____ Jonas Dino, Clerk
_____ Other

**Approval of Agenda:**

Motion: _____
Second: _____
Vote: _____

**Communication:**

a. Items from the Staff
b. Oral Communication
   - *Retirement Presentation for Superintendent Charles Brown*
c. Written Communication
   - *"Logan students' video wins award" Rob Dennis, The Argus, May18, 2011*
   - *"The Ninth Annual MVROP Forensics Challenge Begs the Question, 'Where's Waldo?" MVROP Press Release, May 26, 2011*
   - *"Mission Valley ROP Names Pete Murchison New Superintendent" MVROP Press Release, June 2, 2011*
   - *"Forensics Challenge:' Where's Waldo?" The Fremont Bulletin, June 3, 2011*
d. Items from the Board
e. Public Comment
   - Blue Speaker Card – Items on the agenda
   - Green Speaker Card – Items not on the agenda

**Consent Calendar:**

**a. Minutes:**
Approve minutes from the Special Governing Council Meeting on May 10, 2011, the Governing Council Meeting on May 19, 2011, and Special Governing Council Meeting on June 2, 2011.

**b. Business and Finance:**

| | |
|---|---|
| B&F#1 | Approve Purchase Orders over $5,000 |
| B&F#2 | Approve Warrants $5,000 and above |

B&F#3 Adopt Resolution Number 26-1011
Accept Donations to Mission Valley ROP

B&F#4 Adopt Resolution Number 27-1011
Surplus Inventory

B&F#5 Adopt Resolution Number 28-1011
Authorizing the Director of Business Services to Approve Year-End Budget Transfers

B&F#6 Approve Memorandum of Understanding between MVROP and Newark Unified School District (NUSD)

B&F#7 Approve Memorandum of Understanding between MVROP and Direct Support Professional Trainers (DSP)

B&F#8 Approve Memorandum of Understanding between MVROP and MetroED LEA

**d. Employment and Personnel:**

E&P#1 Approve Report of Certificated Personnel Actions

**End of Consent Calendar:**

Motion: _____
Second: _____
Vote: _____

Board comments on Consent Calendar:

_____

_____

**Business and Finance #1** **Information**

Review Budget Modification Plan

**Business and Finance #2** **Information/ Action**

Public Hearing on the Flexible Use of Tier III Categorical Program Funds

**Hearing called to order:_____**

Motion: _____
Second: _____
Vote: _____

**Hearing adjourned:_____**

**Business and Finance #3** **Information/ Action**

Public Hearing and Action on the Adopted Budget for 2011-2012, including the Categorical Tier III Flexibility Authorization

**Hearing called to order:_____**

Motion: _____
Second: _____
Vote: _____

**Hearing adjourned:_____**

**Board of Education #1** **Information/ Action**

Revised First Reading of Fund Balance Policy (Board Policy BP 3105)
Resolution #25-1011 Establish Fund Balance Policies as Required by GASB 54

Motion: _____
Second: _____
Vote: _____

**Board of Education #2** **Information/ Action**

2011-2012 Governing Council Meeting Schedule

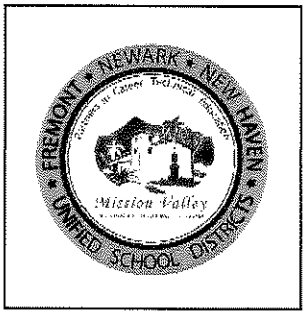
Motion: _____
Second: _____
Vote: _____

**Board Requests**

_____

_____

**Meeting adjourned: _____pm**




# Communication

# Logan students' video wins award

## Trio received cash prize, private tour of Pixar studios and multimedia software

By Rob Dennis
*rdennis@bayareanewsgroup.com*

UNION CITY — A 30-second video short produced by three James Logan High School students has won the Judges Choice Award at the seventh annual Project YouthView Film Festival in Alameda.

The video, "Freedoms in Motion," was produced by students Ignatius "Iggy" Nguyen, Mei-Guang "MG" Chen and Ryan Quilala. It was one of 10 finalists shown at the festival, selected from more than 60 submissions.

The three Logan students

*See* **LOGAN**, *Page 12*

## Logan

*From Page 3*

received $500, a private tour of Pixar Animation Studios and a copy of Adobe Master Collection 5, multimedia presentation software valued at $1,600.

It was the third time that a Logan entry has reached the finals, and the second time the school has won the Judges Choice Award.

Judges for the finals included actors William H. Macy, Steve Buscemi and Pauley Perrette, HBO's "Boardwalk Empire" creator Terence Winter and Def Jam Recordings co-founder Russell Simmons.

They made their selection based on media/technical achievement, subject area content, creativity and innovation.

Proceeds from Project YouthView benefit the multimedia programs of Alternatives in Action, an East Bay nonprofit that works with youth who have leadership potential and prepares them for college, career and community.

"Freedoms in Motion" can be seen on YouTube at www.youtube.com/user/jlhsvideo pro?blend=10&ob=5#p/c/8/1vf86aYRg3k.

The Argus
May 18, 2011

# Mission Valley ROP

Career Technical Training Center

5019 Stevenson Blvd · Fremont, CA 94538-2449

(510) 657-1865 · Fax (510) 438-0378 · www.mvrop.org


PRESS RELEASE

**FOR IMMEDIATE RELEASE**

Date: May 26, 2011

## THE NINTH ANNUAL MVROP FORENSICS CHALLENGE BEGS THE QUESTION, "WHERE'S WALDO?"

**FREMONT, CA** –Mission Valley ROP (MVROP) is pleased to announce the Ninth Annual Forensics Challenge "Where's Waldo?" This event is hosted by MVROP to test their students in applying skills they have learned throughout the year in the classroom during a real scenario. It is the ultimate final exam.

The Ninth Annual Forensics Challenge will be solving a murder crime scene on the Mission Valley ROP campus on Tuesday, May 31st from 8am to 2:30pm. There will be approximately 100 students, or Evidence Collection Technicians, from the three local school districts: New Haven, Newark, and Fremont Unified School Districts managing the scenes, documenting, "bagging n' tagging" evidence, establishing Chain-of-Custody, and then analyzing evidence in the laboratory to confirm or eliminate possible suspects in this case.

Students will be briefed about the crime scene by the Fremont Police Department in the morning and then deployed to their crime scene. After collecting all evidence, students will analyze their findings and will prepare their accounts of what took place. ECT's will also observe "persons of interest" found at the crime scene to determine if there is any physical evidence from the crime that might warrant additional attention. After a lunch hosted by The Fremont Rotary Club, teams will prepare their presentations for the Judges Panel where two members of each ECT Team will then present their findings.

Judges for this event will include numerous Forensic Professionals of varying specialties and representatives from the Alameda County District Attorney's Office, San Jose, Fremont and Union City Police Departments.

**About Mission Valley ROP**

Mission Valley ROP (MVROP) is the regional occupational program for the tri-city area. Established in 1969, MVROP has been instrumental in preparing students for successful business, medical, and technical careers. Through a partnership with Fremont, New Haven, and Newark Unified School Districts, career technical education is provided to nearly 5,000 students (high school and adult) each year. Our 45,000 sq. ft. Mission Valley ROP Career Technical Training Center is located in the heart of Fremont.

###


**Press Contact:**

Allison Aldinger, PR Administrator

(510) 492-5141

aaldinger@mvrop.org

# Mission Valley ROP

Career Technical Training Center

5019 Stevenson Blvd · Fremont, CA 94538-2449

(510) 657-1865 · Fax (510) 438-0378 · www.mvrop.org


**FOR IMMEDIATE RELEASE**

Date: June 2, 2011

## MISSION VALLEY ROP NAMES PETE MURCHISON NEW SUPERINTENDENT

**FREMONT, CA-** During this evening's special meeting, the Mission Valley ROP Governing Council appointed Pete Murchison to be its new Superintendent starting July 1, 2011. His predecessor, Superintendent Charles Brown, announced his retirement from Mission Valley ROP effective June 30, 2011 earlier in the year.

MVROP Governing Council President, Larry Sweeney stated, "We are pleased to have Pete Murchison as the next Superintendent of Mission Valley ROP. The Board is confident that Pete Murchison will continue the rich tradition of superb career technical education offerings for our high school students in Fremont, New Haven and Newark."

Input about the desired characteristics for the position used to recruit and select the next Superintendent was provided via individual input from members of the community through a series of public forums and emails.

Pete Murchison is a career educator with over 39 years of successful experience in public education at the high school level. For the past fourteen years he has served as the Principal of Irvington High School in Fremont. During his tenure at Irvington High, the school received three California Distinguished High School Awards, a National Blue Ribbon Award and acknowledgement as a "New American High School". In the last two years, Irvington High was selected as "America's Greenest School," and as one of Newsweek's "America's Best High Schools" (2009 and 2010).

Most recently Mr. Murchison has led Irvington's implementation and development of three California Partnership Academies: Science, Health, Athletics and Physical Education academy (SHAPE), Information Technology Academy (ITA) and New Media Arts Academy (NMAA) at Irvington. All three academies focus on supporting students in career technical education programs in partnership with Mission Valley ROP.

"Pete will be taking over a complex and highly developed series of evolving programs that continue to set the standard for ROP's in California and the nation," said Larry Sweeney. "Leading the team of highly qualified and award winning staff and instructors, Pete will continue Mission Valley ROP's focus of always remembering that we are here to serve our students and districts."

**About Mission Valley ROP**

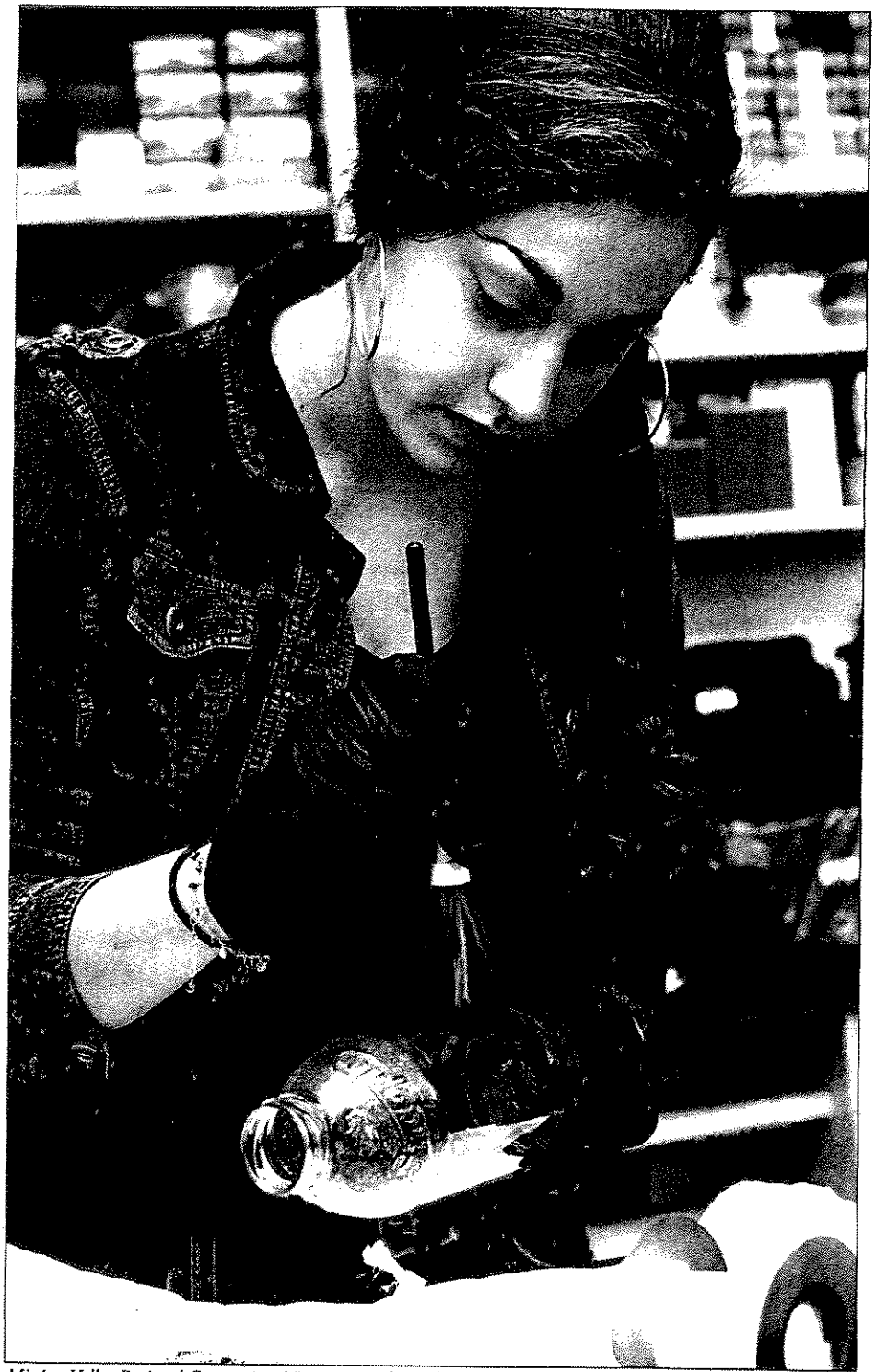
Mission Valley ROP (MVROP) is the regional occupational program for the tri-city area. Established in 1969, MVROP has been instrumental in preparing students for successful business, medical, and technical careers. Through a partnership with Fremont, New Haven, and Newark Unified School Districts, career technical education is provided to nearly 5,000 students (high school and adult) each year. For the latest news and information about MVROP, visit us on the web at www.mvrop.org.

###


**Press Contact:**
Allison Aldinger, PR Administrator
(510) 492-5141
aaldinger@mvrop.org




PRESS RELEASE



*Mission Valley Regional Occupational Program student Chantal Farjas, 18, examines evidence in the lab collected from the field during the Ninth Annual Forensics Challenge "Where's Waldo?"*

# Forensics challenge: 'Where's Waldo?'

Mission Valley Regional Occupational Program held the Ninth Annual Forensics Challenge "Where's Waldo?" on Tuesday.

This event tested MVROP students in applying skills they have learned throughout the year in the classroom during a real scenario.

About 100 students, or evidence collection technicians, from the Newark, New Haven and Fremont Unified school districts investigated a faux murder crime scene on the Mission Valley ROP campus.

Students documented, "bagged and tagged" evidence, established a chain-of-custody, and analyzed evidence in the laboratory to confirm or eliminate possible suspects in this case.



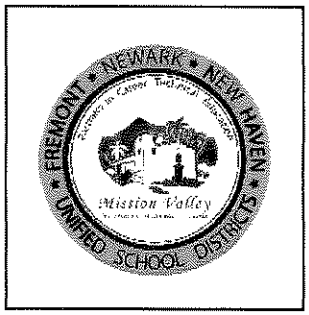
*A forensics team collects, bags and tags evidence from the crime scene on the MVROP campus.*

Photos by James Sakane



The Fremont Bulletin
June 3, 2011
p. 8

# Consent Calendar


FREMONT • NEWARK • NEW HAVEN •
UNIFIED SCHOOL DISTRICT
Mission Valley

# Minutes

**Special Meeting of the Governing Council**
**Mission Valley Regional Occupational Center/ Program**
**Tuesday, May 10, 2011**

**Member Sweeney called the meeting to order at 5:05pm.**

Present:

Larry Sweeney, President
Janice Schaefer, Vice President
Jonas Dino, Clerk

**Approval of Agenda:**

*Member Dino made a motion to approve all items on the May Special Meeting agenda. Member Schaefer made a second to approve the motion. Members voted 3-0 to approve all items on the May Special Meeting agenda.*

**Adjourn to Closed Session at 5:08pm.**

**Open Session was reconvened at 7:13pm.**

No formal action was taken during Closed Session.

**The meeting was adjourned at 7:13pm.**

_____
Larry Sweeney, President

_____
Janice Schaefer, Vice President

_____
Jonas Dino, Clerk

**Regular Meeting of the Governing Council**
**Mission Valley Regional Occupational Center/ Program**
**Thursday, May 19, 2011**

**Member Sweeney called the meeting to order at 5:10pm.**

Present:

Larry Sweeney, President
Janice Schaefer, Vice President
Jonas Dino, Clerk
Sarabjit Cheema, Alternate

**Approval of Agenda:**

*Member Schaefer made a motion to approve all items on the May agenda. Member Dino made a second to approve the motion. Members voted 3-0 to approve all items on the May agenda.*

**Communication:**

a. **Items from Staff:**

*Prop 1D Construction Update*
According to Superintendent Brown, the Enviroplex modular buildings will be delivered on Sunday, May 22nd and Monday, May 23rd in a total of eight separate sections. Site work for this phase of construction is still on schedule for a completion date of June 30, 2011.

*2011 MVROP Student of the Year Ceremony*
MVROP PR Administrator, Allison Aldinger, shared background and event details for the upcoming 2011 MVROP Student of the Year Ceremony taking place on Tuesday, May 24, 2011 at the Fremont Marriott Silicon Valley at 7pm.

*2011 MVROP Crime Scene Competition*
MVROP PR Administrator, Allison Aldinger, shared background and event details for the upcoming 2011 MVROP Crime Scene Competition scheduled to take place on Tuesday, May 31st on the MVROP Main Center Campus from 8am to 1pm.

*MVROP Green Day*
MVROP Program Manager, Jim Omlid, shared about the recently held event on May 5, 2011. Several MVROP programs at the main center site educated visiting students from Walters Jr. High and Kennedy High on how their programs celebrate the green approach to education.

*2011 MVROP/WHS Annual Car Show*
MVROP PR Administrator, Allison Aldinger, updated Board Members about the recent success of the 2011 MVROP/ WHS Annual Car Show that took place on Saturday, May 7, 2011.

b. **Oral Communication**
None

c. **Written Communication:**
Allison Aldinger, MVROP PR Administrator, shared the following written communication items with the Board:

- *"MVROP Welcomes the Community to the 8th Annual MVROP/ WHS Car Show" MVROP Press Release, May 5, 2011*
- *"MVROP Instructor Stan Hearne Named the 2011 CITEAF Teacher of the Year" MVROP Press Release, May 5, 2011*

d. **Items from the Board:**
None.

e. **Public Comment:**
None

**Consent Calendar:**

MVROP Staff answered subsequent Board inquiries regarding items within the Consent Calendar.

*Member Schaefer made a motion to approve all items in the Consent Calendar. Member Dino made a second to approve the motion. Members voted 3-0 to approve all items in the Consent Calendar.*

**Business and Finance #1** **Review Budget Modification Plan**

Superintendent Brown and Marie dela Cruz, MVROP Business Services Director, reviewed Business and Finance Item #1 and answered subsequent Board inquiries regarding the California State Budget.

*This item is information only.*

**No Closed Session was held.**

**The meeting was adjourned at 5:31pm.**

_____
Larry Sweeney, President

_____
Janice Schaefer, Vice President

_____
Jonas Dino, Clerk

**Special Meeting of the Governing Council**
**Mission Valley Regional Occupational Center/ Program**
**Thursday, June 2, 2011**

**Member Sweeney called the meeting to order at 5pm.**

Present:

Larry Sweeney, President
Janice Schaefer, Vice President
Jonas Dino, Clerk

**Approval of Agenda:**

*Member Schaefer made a motion to approve all items on the June Special Meeting agenda. Member Dino made a second to approve the motion. Members voted 3-0 to approve all items on the June Special Meeting agenda.*

**Board of Education #1** **Approve New Superintendent Contact**

The Board appointed Pete Murchison as the new Superintendent for Mission Valley ROP effective July 1, 2011.

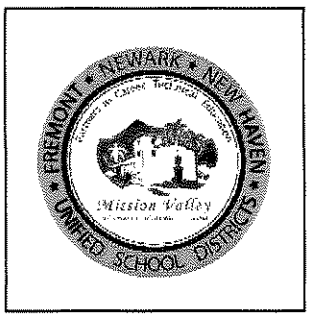
*Member Dino made a motion to approve the New Superintendent Contract. Member Schaefer made a second to approve the motion. Members voted 3-0 to approve extending the New Superintendent Contract.*

**The meeting was adjourned at 5:10pm.**

_____
Larry Sweeney, President

_____
Janice Schaefer, Vice President

_____
Jonas Dino, Clerk




# Business and Finance

# MISSION VALLEY ROP

## PURCHASE ORDER REPORT
## PURCHASE ORDER'S OVER $5,000
## BOARD MEETING - JUNE 16 2011
## PO PERIOD MAY 9, 2011 - JUNE 3, 2011
## AGENDA ITEM - B&F #1

| PO NUMBER | VENDOR NAME & ACCOUNT CODE | DESCRIPTION | AMOUNT |
|---|---|---|---|
| 117718 | Pacific Coast General Engineering<br>81-0635-0-6999-8111-6130-660-6013 | Site Improvements | $ 15,000.00 |
| 117778 | Vavrinek Trine Day & Co<br>81-0635-0-6999-7150-5820-660-6013 | Financial Audit Services | $ 16,200.00 |

**Mission Valley ROP**
**Warrants $5,000 and above**
**Fiscal Year 10-11**

B&F #2
June 16, 2011

| Date | Warrant # | Vendor | Purpose | Amount | PO number |
|---|---|---|---|---|---|
| 5/17/11 | 150118 | Cal Compliance | Inspection Services Prop 1D | $ 5,600.00 | 116593 |
| 5/20/11 | TF 110668 | FUSD | April Busing | $ 9,029.79 | |
| 5/24/11 | 150575 | New Haven USD | Payroll Reimbursement | $ 27,798.60 | 113113 |
| 6/1/11 | 150725 | BCI Builders | Prop 1D General Contractor, Project 3, K4 | $ 71,874.00 | 116071 |

____ Information
__X__ Action
____ Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM**
**BOARD OF EDUCATION**

**A G E N D A  I T E M**
**B&F #3**

**DATE OF BOARD MEETING:** June 16, 2011

**TITLE:** Adopt Resolution No. 26-1011
Accept Donations to Mission Valley ROP

---

**Background:**

Education Code 635160 authorizes governing boards of any school district to initiate and carry on any program, activity or to act otherwise in any manner that is not in conflict with or inconsistent with or preempted by any law and that is not in conflict with the purpose for which school districts are established. Acceptance of gifts to the school district is within the permissive authority granted Boards of Education in the permissive code embodied in Education Code 35160.

**Current Status:**

| Donated to | Donated by | Item |
|---|---|---|
| MVROP - Student of Year | LCA Architects | $100 |
| MVROP - Student of Year | Critical Solutions | $200 |
| MVROP - Student of Year | Waste Management | $250 |
| MVROP - Student of Year | Cargill Salt | $600 |

**Recommendation:**

Staff recommends acceptance of the aforementioned donations to Mission Valley Regional Occupational Program.

| Marie dela Cruz, 657-1865 | ROP Center | Bus. Svcs. Charles Brown | |
|---|---|---|---|
| **Staff Contact Person** | **Department** | **Division** | **Superintendent** |

Based on Form J-62
State Department of Education

District Request No.26-1011
B&F #3

**FOR MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM**

Sheila Jordan
County Superintendent of Schools
313 West Winton Avenue
Hayward, CA 94544-1198

Fremont, California

Date: June 16, 2011

Pursuant to the provision of the Education Code Section 42600, we, the undersigned, constituting a majority of the members of the governing board of the above-named district, do hereby transmit this resolution requesting an increase in income of said school district for the following reasons:

Local Income

| INCOME APPROPRIATION | ACCOUNT NO. | AMOUNT |
|---|---|---|
| Local Income | 81-0635-0-0000-0000-8699-000-0000 | 1,150 |

| EXPENDITURE APPROPRIATION | ACCOUNT NO. | AMOUNT |
|---|---|---|
| PR - offset cost of Marriott hotel | 81-0635-0-6999-2701-5830-660-6010 | 1,150 |

Respectfully submitted,

Clerk of the Governing Council
Mission Valley ROP
Alameda County, State of California

_____ Request Approved _____ Not Approved

Posted by:_____

____ Information
__X__ Action
____ Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM**
**BOARD OF EDUCATION**

**A G E N D A  I T E M**

**B&F #4**

**DATE OF BOARD MEETING:** June 16, 2011

**TITLE:** Adopt Resolution No. 27-1011
Surplus Inventory

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**Background:**

Education Code, Section 17546 states that if the Governing Board, by unanimous vote of those members present, finds that the property, whether one or more items, does not exceed in the value of two thousand, five hundred dollars ($2500), it may be sold at a private sale without advertising, by a District employee empowered for that purpose by the Board; the property may be donated to a charitable organization, or it may be disposed of in the local public dump.

**Current Status:**

Mission Valley ROP recently completed an inventory of equipment. We would like to remove these items from the inventory list as noted in the attached report. These items are surplus, broken and/or the cost of repairs would exceed the value of the equipment.

Exhibits: List of Surplus items.

**Recommendation:**

Approve Resolution No. 27-1011 authorizing disposition of obsolete property and removal of items from inventory.

| Marie dela Cruz,657-1865 | ROP Center | Bus. Svcs. | Charles Brown |
|---|---|---|---|
| Staff Contact Person | Department | Division | Superintendent |

# ITEMS TO BE REMOVED FROM MVROP'S 2010-2011 INVENTORY

| Asset # | Description | Reason |
|---|---|---|
| R3806 | Camcorder | Stolen - replaced by student |
| F28426 | Microscope | broken |

_____ Information
__X__ Action
_____ Presentation

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM
BOARD OF EDUCATION

A G E N D A  I T E M
B&F #5

**DATE OF BOARD MEETING:** June 16, 2011

**TITLE:** Adopt Resolution No. 28-1011
Authorizing the Director of Business Services
To Approve Year-End Budget Transfers

**Background:**

Education Code Section 42601 provided for the transfer of funds between major accounts and funds by the County Superintendent of Schools to permit payment of year-end obligations.

This Education Code Section has been modified, eliminating authorization for year-end blanket transfers. This could create a problem with the District meeting its year-end obligations.

**Current Status:**

Education Code Section 35161 gives the board of Education the authority to delegate its authority for approving year-end transfers. Staff recommends the Board of Education delegate its authority to make these transfers to the Director of Business Services, Mission Valley ROP. A report will be made to the Board of Education by September 2011, showing the final adjusted budget and final actual expenditures.

**Rationale:**

This action will ensure the District will be able to meet its year-end obligations.

**Recommendation:**

Staff recommends adoption of Resolution 28-1011 authorizing the Director of Business Services, Mission Valley ROP, the authority to approve year-end budget transfers.

| Marie dela Cruz, 657-1865 | ROP Center | Bus. Svcs. Charles Brown |
|---|---|---|
| **Staff Contact Person** | **Department** | **Division Superintendent** |

X Information
X Action

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM**
**BOARD OF EDUCATION**

**AGENDA ITEM**

**Business and Finance #6**

**Date of Board Meeting:** **June 16, 2011**

**TITLE:** **Approve Memorandum of Understanding between MVROP and Newark Unified School District (NUSD)**

---

**Background:**

Mission Valley ROP has agreed to provide an instructor to act as the work experience coordinator at Newark Memorial High School for the 2011-2012 school year.

**Current Status:**

Mission Valley ROP and the Newark Unified School District have created a Memorandum of Understanding specifying the details of the agreement for this instructor. This MOU was approved by the Newark Unified School District Board of Education on August 18, 2009.

**Recommendation:**

Mission Valley ROP administrative staff recommends approval of the Memorandum of Understanding between Mission Valley ROP (MVROP) and Newark Unified School District (NUSD).

| Shelley Adams | Administration | Charles Brown |
|---|---|---|
| Staff Contact | Department | Superintendent, Mission Valley ROP |

Memorandum of Understanding
(MOU)

By this agreement made and entered into the 12th day of May, between Mission Valley Regional Occupational Program (ROP) (hereinafter referred to as MVROP), Newark Unified School District (hereinafter referred to as NUSD), in consideration of mutual covenants, the parties hereto agree as follows:

A. **DESCRIPTION OF SERVICES:** MVROP has agreed to allow Bruce Voeltz, an employee of the ROP to serve as a work experience coordinator for Newark Memorial High School for 1.2 hours per instructional day during the 2011-2012 school year. For such services, NUSD agrees to reimburse MVROP for salary, fringe, and other incidental costs related to his employment.

B. **PURPOSE OF MOU:** The purpose of this MOU is to provide credentialed staff for a work experience position at Newark Memorial High School.

C. **DUTIES OF NUSD:** NUSD agrees to reimburse MVROP 1.2 hours per instructional day for said assignment based upon the hourly rate of MVROP's 6-hour salary schedule.

D. **MVROP OBLIGATIONS:** MVROP agrees to release Bruce Voeltz 1.2 hours per day for said assignment as a work experience coordinator.

E. **COMPENSATION:** For the period of this agreement, NUSD shall pay MVROP as billed. Total amount not to exceed: $16,500.

F. **PERIOD OF MOU:** This MOU will be in effect for 175 instructional days of employment during the period August 29, 2011 through June 8, 2012 as required by the MVROP work schedule for teachers.

G. **INSURANCE:** MVROP warrants appropriate insurance coverage for employees of the ROP.

H. **GENERAL TERMS AND CONDITIONS:**

1. **INDEMNIFICATION:** NUSD and MVROP agree to indemnify, defend, and save harmless the other local education agency's officers, agents, employees, and volunteers from any and all claims and losses accruing or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement and from any and all claims and licenses resulting to any person, firm, or corporation who may be injured or damaged by NUSD or MVROP in the performance of this agreement.

2. **INSURANCE:** NUSD and MVROP will maintain general liability insurance, automobile coverage, and workers compensation coverage in such an amount as may be reasonably necessary to assure compliance with the Indemnification provision, herein above.

3. **NON-DISCRIMINATION:** No discrimination shall be made in the employment of persons under this agreement because of race, religion, sex, age, national origin, ancestry, political affiliations, disability, medical condition, marital status, or sexual orientation.

4. **SUCCESSORS AND ASSIGNS:** This agreement shall be binding on the administrators, successors, and assigns of the respective parties.

5. **FINGERPRINTING AND CRIMINAL RECORDS CHECK:** MVROP and NUSD shall comply with the provisions of Education code section 45125.1 regarding the submission of employee fingerprints with the California Department of Justice and the completion of criminal background investigations of its employees.

6. **HEALTH EXAMINATIONS**: No person shall be initially allowed to interact with students unless he/she has placed on file with the appropriate local education agency a certificate from a licensed physician indicating that a tuberculosis examination in accordance with education Code 49406.

7. **CHANGES OR ALTERATIONS**: No changes, alterations, or variations of any kind to this agreement are authorized without the written consent of both local education agencies.

I. **COMMUNICATIONS:** Communications between the parties to this Agreement may be sent to the appropriate local education agency's main office addressed to the Superintendent.

Kevin Harrigan
Superintendent
Newark Unified School District
5715 Musick Avenue
Newark, CA 94560

Charles Brown
Superintendent
Mission Valley ROP
5019 Stevenson Boulevard
Fremont, CA 94538

J. **UNDERSTANDING AND ACCEPTANCE OF THE PARTIES:** this Agreement constitutes the entire understanding of the parties. NUSD and MVROP signatures below signify both an understanding and acceptance of the contract provisions.

**K. NUSD REPRESENTATIVE**

**Signature:** Kevin E. Harrigan

**Print Name:** Kevin E. Harrigan

**Title: Superintendent**

**Date Signed:** 5/18/11

**MVROP REPRESENTATIVE**

**Signature:**

**Print Name:** Charles Brown

**Title: Superintendent**

**Date Signed:** 5/12/11

X Information
X Action
_____ Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM**
**BOARD OF EDUCATION**

**AGENDA ITEM**

**Business and Finance #7**

**Date of Board Meeting:** **June 16, 2011**

**TITLE:** **Approve Addendum to the Memorandum of Understanding between MVROP and Direct Support Professional Trainers (DSP)**

---

**Background:**

Mission Valley ROP is an established provider of Direct Support Professional Training administered by the California Department of Education and Department of Developmental Services. Direct Support Professionals work with and support people with developmental disabilities where they live and work.

**Current Status:**

Mission Valley ROP and Gina Rivera and Abraham Hill have created an addendum to the Memorandum of Understanding specifying the agreement for contracting training services for Direct Support Professional Training.

**Recommendation:**

MVROP recommends approval of the Addendum to the Memorandum of Understanding with Direct Support Professional Trainers, Gina Rivera and Abraham Hill.

| | | |
|---|---|---|
| Shelley Adams | Instructional Services | Charles Brown |
| Staff Contact | Division | Superintendent, Mission Valley ROP |

Memorandum of Understanding
(MOU)

By this agreement made and entered into the 18th day of May, between Mission Valley Regional Occupational Program (MVROP) (hereinafter referred to as MVROP), and Gina Rivera, in consideration of mutual covenants, the parties hereto agree as follows:

A. **PURPOSE OF MOU:** The purpose of this MOU is to outline the consultant services provided by Gina Rivera for the Direct Support Professional (DSP) training program for the MVROP.

B. **DESCRIPTION OF SERVICES:** MVROP agrees to engage Gina Rivera as a DSP trainer and coordinator of services for MVROP to fulfill its commitment as a DSP training provider recognized by the California Department of Education (CDE) and Department of Developmental Services (DDS).

C. **GINA RIVERA OBLIGATIONS:** For the period of this agreement Gina Rivera agrees to provide the following services, materials, and/or products: Gina Rivera will prepare for the delivery of quality testing and training practices and procedures outside of scheduled training times. Gina Rivera will deliver completed, accurate records and documentation to include all registration, testing and/or training materials as defined in the DSP training manual to Student Services within one week after completing a testing cycle or training and testing (written and skills check) cycle. Gina Rivera agrees to review and resubmit within three (3) days of written notification registration, testing and training materials if records and documentation are missing, incomplete or inaccurate as determined by East San Gabriel Valley Regional Occupational Program and Technical Center. Gina Rivera will teach the Direct Support Professional training curriculum as determined by the California Department of Education and Department of Developmental Services, without deviation.

   Gina Rivera will monitor inventory of testing and/or training supplies and place order at least one (1) month before a scheduled testing or training, if necessary. Gina Rivera will submit to Director of Educational Services a calendar of dates for testing and training one (1) or more months prior to the first scheduled session to allow sufficient time to prepare advertisements and distribute to stakeholders. Gina Rivera will prepare advertisements and distribute to stakeholders at least one (1) month prior to scheduled sessions. Gina Rivera will pre-register, confirm, call, and e-mail participants prior to testing and training dates. Gina Rivera will communicate no shows to homes, CDE, DDS, and appropriate regional centers. Gina Rivera will copy completed test materials to include sign-in sheet, scantron, and surveys for MVROP files. Gina Rivera will provide and maintain records management of DSP files for MVROP. Gina Rivera will mail original completed test

materials to East San Gabriel Valley Regional Occupational Program and Technical Center via express mail and return receipt. Gina Rivera will coordinate retrieval of test results and certificates from East San Gabriel Valley Regional Occupational Program and Technical Center to DSP participants and homes. Gina Rivera will participate and/or coordinate when appropriate, all DSP conference calls, advisory meetings, and trainings. Conference calls will take place at the MVROP Center.

D. **MVROP OBLIGATIONS:** For the period of this agreement: MVROP shall provide a training/testing room and storage space in the Mission Valley Career Technical Training Center and/or appropriate facility. MVROP shall provide and maintain equipment that is deemed necessary by the DSP training manual guidelines to effectively train Direct Support Professionals by the DSP trainer. MVROP shall provide the instructional materials deemed necessary by the DSP training manual guidelines to effectively train Direct Support Professionals by the DSP trainer.

E. **COMPENSATION:** Gina Rivera will administer the Challenge tests and be paid $20 per student tested; Participants in Challenge testing may be claimed by 1 trainer and 1 proctor, if necessary. Gina Rivera will teach and coordinate each 35-hour training session (including testing) and will be paid $175 per student for each participant. Each session shall have a minimum of 6 students and a maximum of 24 students. Participants in Year 1 or Year 2 training may only be claimed by one trainer. Gina Rivera will receive $100 for teacher preparation per 35-hour training session she teaches. Gina Rivera must submit an itemized invoice to Student Services which includes: dates of testing or training, type of training or testing, and number of students per testing or training. Itemized invoice must be received by the 5th of the month following a testing or training cycle to be paid the last work day of the month by MVROP.

F. **PERIOD OF MOU:** The remaining terms of the agreement shall be in force July 1, 2011 through June 30, 2012 and may continue on a year-to-year basis. Either party may terminate the agreement with at least 30 days written notification.

G. **INSURANCE:** Reference General Terms and Conditions, H.2. The insurance requirement of this contract is waived.

H. **GENERAL TERMS AND CONDITIONS:**

1. **INDEMNIFICATION:** MVROP and Gina Rivera agree to indemnify, defend, and save harmless the other local education agency's officers, agents, employees, and volunteers from any and all claims and losses accruing or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement and from any and all claims and licenses resulting to any person, firm, or corporation who may be injured or damaged by MVROP or Gina Rivera in the performance of this agreement.

2. **INSURANCE:** MVROP shall maintain general liability insurance, automobile coverage, and workers compensation coverage in such an amount as may be reasonably necessary to assure compliance with the Indemnification provision, herein above.

3. **NON-DISCRIMINATION:** No discrimination shall be made in the employment of persons under this agreement because of race, religion, sex, age, national origin, ancestry, political affiliations, disability, medical condition, marital status, or sexual orientation.

4. **SUCCESSORS AND ASSIGNS:** This agreement shall be binding on the administrators, successors, and assigns of the respective parties.

5. **FINGERPRINTING AND CRIMINAL RECORDS CHECK:** MVROP and Gina Rivera shall comply with the provisions of Education Code Section 45125.1 regarding the submission of employee fingerprints with the California Department of Justice and the completion of criminal background investigations of its employees.

6. **HEALTH EXAMINATIONS**: No person shall be initially allowed to interact with students unless he/she has placed on file with the appropriate local education agency a certificate from a licensed physician indicating that a tuberculosis examination has taken place in accordance with Education Code 49406.

7. **CHANGES OR ALTERATIONS**: No changes, alterations, or variations of any kind to this agreement are authorized without the written consent of both parties.

I. **COMMUNICATIONS:** Communications between the parties to this Agreement may be sent to the appropriate individual as outlined below.

Gina Rivera
Direct Support Professional Trainer
2939 Sorrento Way
Union City, CA 94587

Charles Brown
Superintendent
Mission Valley ROP
5019 Stevenson Boulevard
Fremont, CA 94538

J. **UNDERSTANDING AND ACCEPTANCE OF THE PARTIES:** This MOU constitutes the entire understanding of the parties. Signatures of Gina Rivera and the duly authorized MVROP representative below signify both an understanding and acceptance of the contract provisions.

| K. DSP Trainer | MVROP REPRESENTATIVE |
|---|---|
| **Signature:** | **Signature:** |
| **Print Name:** GINA M. RIVERA | **Print Name:** Charles Brown |
| **Title:** DSP TRAINER | **Title:** Superintendent |
| **Date Signed:** 5/18/11 | **Date Signed:** 5/19/11 |

FREMONT UNIFIED SCHOOL DISTRICT
4210 Technology Drive
Fremont, CA 94538
(510) 659-2350

# GUIDELINES FOR EMPLOYING CONSULTANTS

**THIS FORM MUST BE COMPLETED AND APPROVED PRIOR TO ANY SERVICES BEING PERFORMED OR PAYMENT WILL NOT BE AUTHORIZED**

Completion of this packet is required when employing consultants or limited term employee-consultants. A "consultant" can be either an "Independent Contractor" paid through Accounts Payable, or an "Employee" paid through Payroll and processed through the Personnel Department. Internal Revenue Service (IRS), State Teachers Retirement System (STRS) and Public Employees Retirement System (PERS) guidelines determine who is an "Independent Contractor" (paid through Accounts Payable) or an "Employee" (Limited Term Employee-Consultant processed through HR and paid through Payroll). PLEASE NOTE THAT MOST CONSULTANTS WILL NOT QUALIFY AS AN INDEPENDENT CONTRACTOR.

When paid through Payroll, reimbursement will be reported as taxable compensation on statements of earnings (W-2). Applicable payroll deductions, when appropriate, including STRS and PERS will be made at the time of earned payments. Payment will be made upon approval of this agreement and completion of services. If being paid as a Limited Term Employee, it is understood that this agreement provides for a temporary position having no employment rights or health benefits.

Part I is a set of questions suggested by STRS/PERS to help identify how a consultant is to be paid. Part I is to be completed by the consultant and FUSD Manager/Principal. If the answer to any of the questions in Part I is YES, consultant is considered an "Employee" Consultant (Limited Term Employee Consultant) and must be processed through the Personnel Department and paid through our Payroll Department. Fingerprinting is usually required.

Part II on Page 2 is a set of questions suggested by the IRS to help identify how a consultant is to be paid. There is no clear-cut definition of what constitutes an "Employee" Consultant. Instead, there are 20 common-law factors established and used by the IRS that must be analyzed for each individual with whom the District intends to establish a relationship before the individual is engaged as either an "Independent Contractor" or a "Limited Term Employee-Consultant." These 20 Common Law questions listed on Page 2 of this packet are to be completed by the FUSD Program Manager/Principal who is recommending hiring the Consultant. If any of the answers to the questions on Page 2 is FALSE, the consultant is considered an "Employee" (Limited Term Employee Consultant) and must be processed through the Personnel Department and paid through our Payroll Department.

**Part I: Completed by the Consultant & FUSD Manager/Principal (if any answers are YES, consultant paid through payroll):**

| | | |
|---|---|---|
| 1. | Is the consultant currently an employee of Fremont Unified School District (e.g., currently employed, previously employed, retired)? | YES/NO<br>N |
| 2a.<br>2b. | Is the consultant presently, or ever been, a member of STRS/PERS?<br>If yes, have you ever completely withdrawn these funds and, therefore, are no longer paying into one of these retirement plans? | 2a.<br>2b. N/ |
| 3. | Will the consultant be performing any of the following services:<br>administrator; teacher/instructor; nurse<br>counselor; substitute teacher/instructor; psychologist<br>examination monitor; school bus driver; cafeteria worker<br>proctor; clerical staff; student worker<br>athletic coach; tutor<br>individual "filling in" on interim basis<br>specialty teacher (art, poetry, music, etc). | Y |
| 4. | Are there currently employees of the District doing substantially the same work as will be required of the consultant? | N |
| 5. | Does the District have the legal right to control the method of performance by the consultant? Consider whether the District will train the individual or give instruction as to when, where, how and in what order the work will be performed.* | Y |
| 6. | Does the District require the consultant to submit reports on the details of their work or work at a particular site?* (*These factors indicate the District maintains control sufficient for an employer/employee relationship. However, it is not necessary that the District exercise this right or have the expertise to do so.) | Y |

**Part II: Completed by FUSD Program Manager/Principal Requesting the consulting services (if any answers are FALSE, consultant is paid through Payroll):**

| | | TRUE/ FALSE |
|---|---|---|
| 1. | No instructions: The consultant will not be required to follow explicit instructions to accomplish the job. The employer may provide job specifications, however. | F |
| 2. | No training: The consultant will not receive training provided by the employer. The consultant will use independent methods to accomplish the work. | F |
| 3. | Work not essential to the employer: The employer's success or continuation does not depend on the services of the consultant. | F |
| 4. | Right to hire others: The consultant is being hired to provide a result, and will have the right to hire others for actual work. | F |
| 5. | Control of assistants: Assistants hired at consultant's discretion; consultant responsible for hiring, supervising , paying of assistants. | F |
| 6. | Not a continuing relationship: If frequent, will be at irregular intervals, on call, or whenever work is available. | F |
| 7. | Own work hours: Consultant will establish work hours for the job. | T |
| 8. | Time to pursue other work: Since specific hours are not required, consultant may work for other employers simultaneously. | T |
| 9. | Job location: Consultant controls job location, no direction or supervision, whether on employer's site or not. | F |
| 10. | Order of work: Consultant, rather than employer, determines order or sequence of steps in performance of work. | F |
| 11. | No interim reports: Only specific pre-determined reports defined in the contract document. | T |
| 12. | Basis of payment: Consultant paid by the job, rather than time expended. Total compensation set in advance of starting the job. | T |
| 13. | Business expenses: Consultant is responsible for incidental or special business expenses. | F |
| 14. | Tools and equipment: Consultant furnishes the tools and equipment needed for the job. | F |
| 15. | Significant investment: Consultant can perform services without using the employer's facilities. Consultant's investment in own trade is real, essential and adequate. | F |
| 16. | Possible profit or loss: Consultant does these (circle valid items)<br>1. Hires, directs, pays assistants<br>2. Has equipment, facilities<br>3. Has continuing and recurring liabilities<br>(4) Performs specific jobs for prices agreed-upon in advance<br>5. Consultants' services affect own business reputation | |
| 17. | Work for multiple employers: Consultant may perform services for more than one employee simultaneously. | T |
| 18. | Services available to the general public (circle valid items)<br>1. Maintains an office 4. Advertises Services<br>2. Business License 5. Lists services in Business Directory<br>3. Business Signs 6. Other (explain) | F |
| 19. | Limited right to discharge: Consultant not subject to termination as long as contract specifications are met. | T |
| 20. | No compensation for non-completion: Responsible for satisfactory completion of job; no compensation for non-completion. | T |

**Based on the answers to Part I and II above, the consultant is recommended to be hired as a:**

☑ **Limited Term Employee Consultant and must be processed through HR and paid through Payroll**
☐ **Independent Contractor paid through Accounts Payable**
☐ **It has been determined by Payroll that circumstances allow this person to be paid as an Independent Contractor**

**Recommended for hire:** Shelley Adams , 5/18/11
**Principal/Program Manager's Signature** **Date**

**I UNDERSTAND THAT APPROVAL ON PAGE 3 IS REQUIRED PRIOR TO SERVICES BEING RENDERED OR PAYMENT WILL NOT BE AUTHORIZED**

# Fremont Unified School District
# CONSULTANT AGREEMENT
(Attach completed Pages 1 and 2 to this Agreement)

**Prior to services being performed, Section I must be completed and signed by the requesting Program Manager/Principal, Section II must be completed and signed by the Consultant, and Section III or IV, as applicable, must be signed. The Assistant Superintendent in Personnel approves consultants hired as a Limited Term Employee under Section III. The Assistant Superintendent of Business approves consultants hired as Independent Contractors under Section IV. Pages 1 and 2 determine how a consultant is to be paid.**

**SECTION I: PROGRAM MANAGER/PRINCIPAL COMPLETES:**

The Fremont Unified School District (FUSD) agrees to contract with Gina Rivera
for the services performed during the period of July 1, 2011 thru June 30, 2012
Services to be performed: Trainer for Direct Support Professional training program to include creating and submitting calendar of dates for testing and training; administration of Challenge testing; teaching 35 hour training session (including testing); completion, submission, and if neccessary correction of all training and testing submissons (written/skills check) within one week after completion of testing cycle

Amount to be paid: _____
Budget Code: _____

Requested by: Shelley Adams Dir of Ed Services / MYRDP / 5/18/11
Signature / Title | School/ Department | Date

**SECTION II: –CONSULTANT COMPLETES:**

Name: Gina Rivera
Social Security No. or Federal Tax ID Number 567-81-6692
Address: 2939 Sorrento Way, Union City, CA 94587
Telephone No. 510-471-3797 (Home) 510-3030205 (Work) (FAX) ginamrivera@gmail.com (E-Mail)

I understand that if I am paid as a Limited Term Employee, I must be processed by HR and fulfill any fingerprinting requirements, I will be paid through Payroll and all applicable payroll deductions will be made at the time of earned payments. If I am to be paid as an Independent Contractor through Accounts Payable, I understand FUSD will not be withholding any taxes, and I am subject to 1099 reporting requirements

Consultant Signature — Date: 5/19/11

**SECTION III: –PERSONNEL COMPLETES FOR CONSULTANTS BEING PAID AS A LIMITED TERM EMPLOYEE CONSULTANT, PAID THROUGH PAYROLL:**

Required paperwork and fingerprint requirements have been completed prior to services being rendered.

The above services and amount to be paid are: □ Approved □ Not Approved Fingerprinted: □ Yes □ No □ N/A

Assistant Superintendent, Personnel — Date

**SECTION IV: BUSINESS SERVICES APPROVES CONSULTANTS BEING PAID AS AN INDEPENDENT CONTRACTOR, PAID THROUGH ACCOUNTS PAYABLE:**

The above services and amount to be paid are: □ Approved □ Not Approved

Assistant Superintendent, Business Services — Date

W26-0367
Revised 11/2005

Memorandum of Understanding
(MOU)

By this agreement made and entered into the 18th day of May 2011, between Mission Valley Regional Occupational Program (MVROP) (hereinafter referred to as MVROP), and Abraham Hill, in consideration of mutual covenants, the parties hereto agree as follows:

A. **PURPOSE OF MOU:** The purpose of this MOU is to outline the consultant services provided by Abraham Hill for Direct Support Professional (DSP) training for the MVROP.

B. **DESCRIPTION OF SERVICES:** MVROP agrees to engage Abraham Hill as a DSP trainer for MVROP to fulfill its commitment as a DSP training provider recognized by the California Department of Education and Department of Developmental Services.

C. **ABRAHAM HILL OBLIGATIONS:** For the period of this agreement Abraham Hill agrees to provide the following services, materials, and/or products: Abraham Hill will prepare for the delivery of quality testing and training practices and procedures outside of scheduled training times. Abraham Hill will deliver completed, accurate records and documentation to include all registration, testing and/or training materials as defined in the DSP training manual to Student Services within one week after completing a testing cycle or training and testing (written and skills check) cycle. Abraham Hill agrees to review and resubmit within three (3) days of written notification registration, testing and training materials if records and documentation are missing, incomplete or inaccurate as determined by the Direct Support Professional Coordinator or East San Gabriel Valley Regional Occupational Program and Technical Center. Abraham Hill will inform the Direct Support Professional Coordinator when testing and/or training supplies need to be ordered one (1) month before a scheduled testing or training. Abraham Hill will submit a calendar of dates for testing and training one (1) or more months prior to the first scheduled session to allow sufficient time to prepare advertisements and distribute to stakeholders. Abraham Hill will teach the Direct Support Professional training curriculum as determined by the California Department of Education and Department of Developmental Services, without deviation.

D. **MVROP OBLIGATIONS:** For the period of this agreement: MVROP shall provide a training/testing room in the Mission Valley Career Technical Training Center and/or appropriate facility. MVROP shall provide and maintain equipment that is deemed necessary by the DSP training manual guidelines to effectively train Direct Support Professionals by the DSP trainer. MVROP shall

provide the instructional materials deemed necessary by the DSP training manual guidelines to effectively train Direct Support Professionals by the DSP trainer. MVROP will order testing and training supplies when informed by Abraham Hill. MVROP will prepare advertisements and distribute to appropriate stakeholders once a schedule has been determined and communicated to the DSP Coordinator by Abraham Hill. MVROP will coordinate registration of participants for testing and training. MVROP will inform Abraham Hill of registered participants before scheduled day of testing or training.

E. **COMPENSATION:** Abraham Hill will administer the Challenge tests and be paid $20 per student tested; Participants in Challenge testing may be claimed by 1 trainer and 1 proctor, if necessary. Abraham Hill will teach each 35-hour training session (including testing) and will be paid $125 per student for each participant. Each session shall have a minimum of 6 students and a maximum of 24 students. Participants in Year 1 or Year 2 training may only be claimed by one trainer. Abraham Hill will receive $75 for teacher preparation per 35-hour training session she teaches. Abraham Hill must submit an itemized invoice to Student Services which includes: dates of testing or training, type of training or testing, and number of students per testing or training. Itemized invoice must be received by the 5th of the month following a testing or training cycle to be paid the last work day of the month by MVROP.

F. **PERIOD OF MOU:** The remaining terms of the agreement shall be in force July 1, 2011 through June 30, 2012 and shall continue on a year-to-year basis, until terminated by either party. Either party may terminate the agreement with at least 30 days written notification.

G. **INSURANCE:** Reference General Terms and Conditions, H.2. The insurance requirement of this contract is waived.

H. **GENERAL TERMS AND CONDITIONS:**

1. **INDEMNIFICATION:** MVROP and Abraham Hill agree to indemnify, defend, and save harmless the other local education agency's officers, agents, employees, and volunteers from any and all claims and losses accruing or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement and from any and all claims and licenses resulting to any person, firm, or corporation who may be injured or damaged by MVROP or Abraham Hill in the performance of this agreement.

2. **INSURANCE:** MVROP shall maintain general liability insurance, automobile coverage, and workers compensation coverage in such an amount as may be reasonably necessary to assure compliance with the Indemnification provision, herein above.

3. **NON-DISCRIMINATION:** No discrimination shall be made in the employment of persons under this agreement because of race, religion, sex, age, national origin, ancestry, political affiliations, disability, medical condition, marital status, or sexual orientation.

4. **SUCCESSORS AND ASSIGNS:** This agreement shall be binding on the administrators, successors, and assigns of the respective parties.

5. **FINGERPRINTING AND CRIMINAL RECORDS CHECK:** MVROP and Abraham Hill shall comply with the provisions of Education Code Section 45125.1 regarding the submission of employee fingerprints with the California Department of Justice and the completion of criminal background investigations of its employees.

6. **HEALTH EXAMINATIONS**: No person shall be initially allowed to interact with students unless he/she has placed on file with the appropriate local education agency a certificate from a licensed physician indicating that a tuberculosis examination has taken place in accordance with education Code 49406.

7. **CHANGES OR ALTERATIONS**: No changes, alterations, or variations of any kind to this agreement are authorized without the written consent of both parties.

I. **COMMUNICATIONS:** Communications between the parties to this Agreement may be sent to the appropriate individual as outlined below.

Abraham Hill
Direct Support Professional Trainer
5845 Sunrose Avenue
Newark, CA 94560

Charles Brown
Superintendent
Mission Valley ROP
5019 Stevenson Boulevard
Fremont, CA 94538

J. **UNDERSTANDING AND ACCEPTANCE OF THE PARTIES:** This MOU constitutes the entire understanding of the parties. Signatures of Abraham Hill and the duly authorized MVROP representative below signify both an understanding and acceptance of the contract provisions.

K. DSP Trainer

**Signature:** _____

**Print Name:** Abraham C. Hill Jr.

**Title:** DSP Instructor

**Date Signed:** 5/24/2011

MVROP REPRESENTATIVE

**Signature:** _____

**Print Name:** Charles Brown

**Title:** Superintendent

**Date Signed:** 5/24/11

FREMONT UNIFIED SCHOOL DISTRICT
4210 Technology Drive
Fremont, CA 94538
(510) 659-2350

# GUIDELINES FOR EMPLOYING CONSULTANTS

**THIS FORM MUST BE COMPLETED AND APPROVED PRIOR TO ANY SERVICES BEING PERFORMED OR PAYMENT WILL NOT BE AUTHORIZED**

Completion of this packet is required when employing consultants or limited term employee-consultants. A "consultant" can be either an "Independent Contractor" paid through Accounts Payable, or an "Employee" paid through Payroll and processed through the Personnel Department. Internal Revenue Service (IRS), State Teachers Retirement System (STRS) and Public Employees Retirement System (PERS) guidelines determine who is an "Independent Contractor" (paid through Accounts Payable) or an "Employee" (Limited Term Employee-Consultant processed through HR and paid through Payroll). PLEASE NOTE THAT MOST CONSULTANTS WILL NOT QUALIFY AS AN INDEPENDENT CONTRACTOR.

When paid through Payroll, reimbursement will be reported as taxable compensation on statements of earnings (W-2). Applicable payroll deductions, when appropriate, including STRS and PERS will be made at the time of earned payments. Payment will be made upon approval of this agreement and completion of services. If being paid as a Limited Term Employee, it is understood that this agreement provides for a temporary position having no employment rights or health benefits.

Part I is a set of questions suggested by STRS/PERS to help identify how a consultant is to be paid. Part I is to be completed by the consultant and FUSD Manager/Principal. If the answer to any of the questions in Part I is YES, consultant is considered an "Employee" Consultant (Limited Term Employee Consultant) and must be processed through the Personnel Department and paid through our Payroll Department. Fingerprinting is usually required.

Part II on Page 2 is a set of questions suggested by the IRS to help identify how a consultant is to be paid. There is no clear-cut definition of what constitutes an "Employee" Consultant. Instead, there are 20 common-law factors established and used by the IRS that must be analyzed for each individual with whom the District intends to establish a relationship before the individual is engaged as either an "Independent Contractor" or a "Limited Term Employee-Consultant." These 20 Common Law questions listed on Page 2 of this packet are to be completed by the FUSD Program Manager/Principal who is recommending hiring the Consultant. If any of the answers to the questions on Page 2 is FALSE, the consultant is considered an "Employee" (Limited Term Employee Consultant) and must be processed through the Personnel Department and paid through our Payroll Department.

**Part I: Completed by the Consultant & FUSD Manager/Principal (if any answers are YES, consultant paid through payroll)**

| | | |
|---|---|---|
| 1. | Is the consultant currently an employee of Fremont Unified School District (e.g., currently employed, previously employed, retired)? | YES/NO |
| 2a.<br>2b. | Is the consultant presently, or ever been, a member of STRS/PERS?<br>If yes, have you ever completely withdrawn these funds and, therefore, are no longer paying into one of these retirement plans? | 2a. Yes<br>2b. ND |
| 3. | Will the consultant be performing any of the following services:<br>administrator, counselor, examination monitor, proctor, athletic coach, individual "filling in" on interim basis, specialty teacher (art, poetry, music, etc.), teacher/instructor, substitute teacher/instructor, school bus driver, clerical staff, nurse, psychologist, cafeteria worker, student worker, tutor | ND |
| 4. | Are there currently employees of the District doing substantially the same work as will be required of the consultant? | No |
| 5. | Does the District have the legal right to control the method of performance by the consultant? Consider whether the District will train the individual or give instruction as to when, where, how and in what order the work will be performed.* | yes |
| 6. | Does the District require the consultant to submit reports on the details of their work or work at a particular site?* (*These factors indicate the District maintains control sufficient for an employer/employee relationship. However, it is not necessary that the District exercise this right or have the expertise to do so.) | yes |

**Part II: Completed by FUSD Program Manager/Principal Requesting the consulting services (if any answers are FALSE, consultant is paid through Payroll):**

| | | TRUE/ FALSE |
|---|---|---|
| 1. | No instructions: The consultant will not be required to follow explicit instructions to accomplish the job. The employer may provide job specifications, however. | False |
| 2. | No training: The consultant will not receive training provided by the employer. The consultant will use independent methods to accomplish the work. | False |
| 3. | Work not essential to the employer: The employer's success or continuation does not depend on the services of the consultant. | True |
| 4. | Right to hire others: The consultant is being hired to provide a result, and will have the right to hire others for actual work. | False |
| 5. | Control of assistants: Assistants hired at consultant's discretion; consultant responsible for hiring, supervising , paying of assistants. | False |
| 6. | Not a continuing relationship: If frequent, will be at irregular intervals, on call, or whenever work is available. | True |
| 7. | Own work hours: Consultant will establish work hours for the job. | True |
| 8. | Time to pursue other work: Since specific hours are not required, consultant may work for other employers simultaneously. | True |
| 9. | Job location: Consultant controls job location, no direction or supervision, whether on employer's site or not. | False |
| 10. | Order of work: Consultant, rather than employer, determines order or sequence of steps in performance of work. | True |
| 11. | No interim reports: Only specific pre-determined reports defined in the contract document. | True |
| 12. | Basis of payment: Consultant paid by the job, rather than time expended. Total compensation set in advance of starting the job. | True |
| 13. | Business expenses: Consultant is responsible for incidental or special business expenses. | False |
| 14. | Tools and equipment: Consultant furnishes the tools and equipment needed for the job. | False |
| 15. | Significant investment: Consultant can perform services without using the employer's facilities. Consultant's investment in own trade is real, essential and adequate. | False |
| 16. | Possible profit or loss: Consultant does these (circle valid items)<br>1. Hires, directs, pays assistants<br>2. Has equipment, facilities<br>3. Has continuing and recurring liabilities<br>4. Performs specific jobs for prices agreed-upon in advance<br>5. Consultants' services affect own business reputation | False |
| 17. | Work for multiple employers: Consultant may perform services for more than one employee simultaneously. | False |
| 18. | Services available to the general public (circle valid items)<br>1. Maintains an office 4. Advertises Services<br>2. Business License 5. Lists services in Business Directory<br>3. Business Signs 6. Other (explain) | False |
| 19. | Limited right to discharge: Consultant not subject to termination as long as contract specifications are met. | False |
| 20. | No compensation for non-completion: Responsible for satisfactory completion of job; no compensation for non-completion. | False |

**Based on the answers to Part I and II above, the consultant is recommended to be hired as a:**

☑ **Limited Term Employee Consultant and must be processed through HR and paid through Payroll**
☐ **Independent Contractor paid through Accounts Payable**
☑ **It has been determined by Payroll that circumstances allow this person to be paid as an Independent Contractor**

**Recommended for hire:** Shelley Adams , 5/24/11
**Principal/Program Manager's Signature** **Date**

**I UNDERSTAND THAT APPROVAL ON PAGE 3 IS REQUIRED PRIOR TO SERVICES BEING RENDERED OR PAYMENT WILL NOT BE AUTHORIZED**

# Fremont Unified School District
# CONSULTANT AGREEMENT
(Attach completed Pages 1 and 2 to this Agreement)

**Prior to services being performed, Section I must be completed and signed by the requesting Program Manager/Principal, Section II must be completed and signed by the Consultant, and Section III or IV, as applicable, must be signed. The Assistant Superintendent in Personnel approves consultants hired as a Limited Term Employee under Section III. The Assistant Superintendent of Business approves consultants hired as Independent Contractors under Section IV. Pages 1 and 2 determine how a consultant is to be paid.**

**SECTION I: PROGRAM MANAGER/PRINCIPAL COMPLETES:**

The Fremont Unified School District (FUSD) agrees to contract with Abraham Hill
for the services performed during the period of July 1, 2011 thru June 30, 2012
Services to be performed: Trainer for Direct Support Professional training program to include creating and submitting calendar of dates for testing and training; administration of Challenge testing; teaching 35 hour training session (including testing); completion, submission, and if neccessary correction of all training and testing submissons (written/skills check) within one week after completion of testing cycle

Amount to be paid: _____
Budget Code: _____

Requested by: Shelley Adams Dir of Ed Service / MVROP / 5/24/11
Signature / Title — School/ Department — Date

**SECTION II: –CONSULTANT COMPLETES:**

Name: Abraham C. Hill Jr.
Social Security No. or Federal Tax ID Number 558-43-5312
Address: 5845 Sunrose Ave, Newark, CA 94560
Telephone No. (510) 648.2114 (510)229.7100 skisos@gmail.com
(Home) (Work) (FAX) (E-Mail)

I understand that if I am paid as a Limited Term Employee, I must be processed by HR and fulfill any fingerprinting requirements, I will be paid through Payroll and all applicable payroll deductions will be made at the time of earned payments. If I am to be paid as an Independent Contractor through Accounts Payable, I understand FUSD will not be withholding any taxes, and I am subject to 1099 reporting requirements

Consultant Signature — Date: 5/24/2011

**SECTION III: – PERSONNEL COMPLETES FOR CONSULTANTS BEING PAID AS A LIMITED TERM EMPLOYEE CONSULTANT, PAID THROUGH PAYROLL:**

Required paperwork and fingerprint requirements have been completed prior to services being rendered.

The above services and amount to be paid are: ☐ Approved ☐ Not Approved Fingerprinted: ☐ Yes ☐ No ☐ N/A

Assistant Superintendent, Personnel — Date

**SECTION IV: BUSINESS SERVICES APPROVES CONSULTANTS BEING PAID AS AN INDEPENDENT CONTRACTOR, PAID THROUGH ACCOUNTS PAYABLE:**

The above services and amount to be paid are: ☐ Approved ☐ Not Approved

Assistant Superintendent, Business Services — Date

W26-0367
Revised 11/2005

X Information
X Action

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM**
**BOARD OF EDUCATION**

**AGENDA ITEM**

**B&F #8**

**Date of Board Meeting:** **June 16, 2011**

**TITLE:** **Approve Memorandum of Understanding between MVROP and Metro Education District**

---

**Background:**

Metro Education District (Metro Ed) is certified by the Commission on Teacher Credentialing to offer credentialing services for the Designated Subjects CTE Teaching Credential, Designated Subjects Adult Credential, and Supervision and Coordination Credential. Metro Ed is also authorized to offer a teacher preparation program for individuals seeking to become CTE credentialed. New credential requirements recommend that employing school districts create a formal relationship with their local LEA authorized to offer teacher training programs to facilitate the teacher candidate field experience.

**Current Status:**

Mission Valley ROP and Metro Ed have entered into a Memorandum of Understanding to set forth the responsibilities of the parties as they relate to the collaborative effort of mentoring, monitoring, supervising candidate field experiences and developing teacher candidates who are or will become employees of Mission Valley ROP.

**Recommendation:**

MVROP recommends approval of the Memorandum of Understanding with Metro Education District.

| | | |
|---|---|---|
| Shelley Adams | Instructional Services | Charles Brown |
| Staff Contact | Division | Superintendent, Mission Valley ROP |

MetroED
Metropolitan Education District

**Memorandum of Understanding**
**Between the**
**MetroED LEA**
**And**
**Mission Valley ROP**
**(Employing School District)**

This Memorandum of Understanding sets forth the terms of the agreement between the MetroED LEA, and Mission Valley ROP (Educational Agency hereafter Employing School District), with regards to the mentoring, monitoring, supervising field experiences and developing Teacher Candidates who are enrolled in the MetroED Educator Preparation Program.

## I. Purpose of Agreement

It is the purpose of this agreement to establish a cooperative and mutually beneficial relationship between the parties and to set forth the responsibilities of the parties as they relate to the collaborative effort of mentoring, monitoring, supervising candidate field experiences and developing Teacher Candidates who are or will become employees of the Employing School District.

## II. Duration of Agreement

This agreement will commence on May 18, 2011, and shall remain in effect until the agreement is cancelled by the parties in accordance with the terms set forth herein.

## III. Program Description

In accordance with CTC adopted standards, MetroED and its school partners design, implement, and regularly evaluate a planned sequence of field and clinical experiences in order for candidates to develop and demonstrate the

knowledge and skills necessary to educate and support all students effectively so that they meet state adopted academic standards. For each credential and certificate program, the unit collaborates with its school partners regarding the criteria for selection of school sites, effective clinical personnel and site-based supervising personnel. Fieldwork and clinical experiences provide candidates opportunities to understand and address issues of diversity that affect school climate, teaching and learning and develop strategies for improving student learning.

**Objectives of the Supervised Field Experience**

The specific objectives of the supervised field experience are:

1. To provide the candidate with the opportunity to utilize knowledge and practice new skills learned in the MetroED Educator Preparation Program courses and work outside of class
2. To expose the candidate to a broader range of professional activities than the candidate has experienced to date.
3. To contribute to the candidate's professional education through assignments that are useful to the field organization/employing school district and that refine the candidate's professional skills.
4. To help the candidate identify his or her own professional strengths and weaknesses and areas of knowledge for further study.

## IV. Purpose

The primary purpose is to outline the collaborative procedures necessary to assist candidates in developing professionally with the assistance of MetroED and Mission Valley ROP (The Employing School District)

## V. General Provisions

1. This agreement is entered into by the duly authorized officials of each respective party.

2. It is understood by both parties that each will fulfill its responsibility under the agreement in accordance with the provisions of law and regulations that govern their activities. Nothing in this agreement is intended to negate or otherwise render ineffective any such provisions or operating procedures. If at any time either party is unable to perform its functions under this agreement the affected party shall immediately provide written notice to the other party to establish a date for mutual termination of the agreement and return of the equipment listed under the program description of this agreement.
3. This MOU constitutes the entire agreement hereto with respect to the subject matter hereof, and supersedes any prior understanding or written or oral agreements between the parties with respect to the subject matter of this MOU. No amendment, modification or alteration of the terms of the MOU shall be binding on either party unless submitted in writing, dated subsequent to the date of this MOU, and is duly executed by both parties.

## VI. Responsibilities of the Parties Under Agreement

In consideration of the mutual aims and desires of the parties to this agreement and in recognition of the benefit to be derived from the effective implementation of the program, the parties agree that their responsibilities under this agreement shall be as follows:

### Responsibilities of MetroED LEA, Supervisor/Employing School District, and Candidate

Supervision of the candidate during the field experience is a joint responsibility of the employing school district in which the field experience is taking place and the candidate's advisor or the advisor's designee.

### Responsibilities of MetroED LEA

1. Carefully assess the candidate's academic preparation, experience, and professional development to identify areas to address in the field experience.
2. Assume lead responsibility for identifying suitable field experience sites and mentor teachers.

3. Establish affiliation agreement with the field organization/employing school district.
4. Provide incentives to encourage the field organization/employing school district to continue to participate in the field experience program.
5. Arrange meetings of all stakeholders to orient them to the program, gather recommendations for its improvement, and recognize stakeholders for their contributions.
6. Resolve issues that may arise, such as liability insurance for candidates.

**Responsibilities of the Supervisor/Employing School District:**

1. Aid the candidate in developing goals and outlining the educational and experiential objectives of the field experience.
2. Assist the candidate in identifying suitable field sites and preceptors.
3. Review and approve the prospective site and preceptor and the written proposal for the field experience.
4. Respond to requests from the preceptor for information about the placement experience and the candidate.
5. Respond to requests from the preceptor or candidate for assistance in facilitating the field experience.
6. Consult as necessary with the LEA Coordinator of field experiences to address issues relating to the field experience.
7. Send a letter to the LEA outlining the expectations of the field experience.
8. Discuss the candidate's progress with the LEA at least once during the field experience, either during a site visit or by telephone.
9. Review the evaluation of the candidate's work during the field experience.
10. Evaluate the candidate's field experience report.

**Responsibilities of the Candidate**

1. Initiate the activities necessary for the completion of the Application for Field Experience, the agreement between the LEA and the field agency, and the affiliation agreement if necessary.
2. Submit a proposal for the field experience to the supervisor before beginning the supervised field experience. The proposal should include

the goals, objectives, and activities of the field experience and the responsibilities of the agency. The proposal must be developed jointly by the candidate, the advisor, and the field Employing School District.

3. Participate fully in the field opportunity structured for him or her, performing activities necessary to complete the field experience as defined in the proposal and agreements.
4. Follow the rules, procedures, and customs of the field organization.
5. Maintain regular communication with the supervisor.
6. Provide appropriate feedback to the supervisor and LEA
7. Submit a report on the field experience

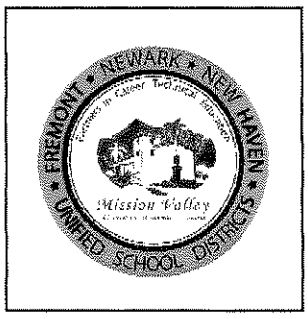
## VII. Termination

This MOU may be terminated by either the Employing School District or MetroED upon thirty (30) days written notice.

**Approved By:**

| | |
|---|---|
| Name: Charles Brown | Name: Joyce Veasley |
| Title: Superintendent | Title: LEA Program Coordinator |
| Signature | Signature |
| Agency: Mission Valley ROP | Agency: MetroED LEA |
| Date: 5/18/11 | Date: 5/25/11 |

This MOU must be signed by the agency's head or his/her designee and submitted to the appropriate governing body for consideration.




# Employment Personnel

MISSION VALLEY REGIONAL OCCUPATIONAL CENTER/PROGRAM
GOVERNING COUNCIL

AGENDA ITEM

_____ Information

Date: June 16, 2011 ___X___ Action

Title: REPORT OF CERTIFICATED PERSONNEL ACTIONS

---

Background:

The Governing Council has delegated authority to the ROP staff to take certain actions on its behalf related to Certificated Personnel activities such as appointments, changes of status, resignations, requests for leaves, and retirements.

ROP staff are authorized to take personnel actions in the interest of operational necessity. Following those actions, staff reports to the Governing Council and recommends they approve prior actions.

Current Status:

A report of Certificated Personnel actions is submitted, recommending approval of prior actions taken by ROP staff.

Recommendation:

Approve Certificated Personnel recommendations for: *Employment, Retirement, and Termination*.

Shelley Adams
(510) 657-1865

Certificated Personnel
Division

Charles Brown
Superintendent

ECL 1

CONSENT ITEMS
MISSION VALLEY ROP

Certificated Personnel

## Administration

| NAME | POSITION | EFFECTIVE DATE | ADDITION/REMOVAL |
|---|---|---|---|
| Pete Murchison | Superintendent | 7/1/11 | Addition<br>(pending finger print clearance) |

## Retirement

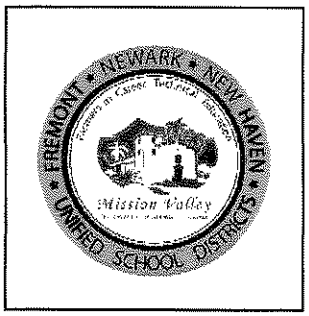
| NAME | POSITION | EFFECTIVE DATE | ADDITION/REMOVAL |
|---|---|---|---|
| Charles Brown | Superintendent | 6/30/11 | Removal |

## Termination

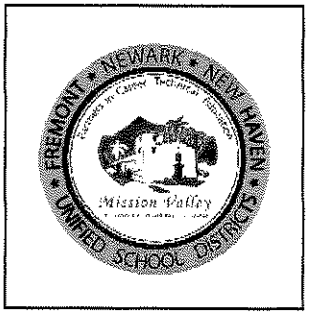
| NAME | HOURS PER DAY | SUBJECT | EFFECTIVE DATE | ADDITION/REMOVAL |
|---|---|---|---|---|
| Sorin Neagu | Varies | Substitute | 5/31/11 | Removal |

(con7june1011)

# End of Consent




# Business and Finance




# Business and Finance #1

__X__ Information
_____ Action
_____ Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM**
**BOARD OF EDUCATION**
**AGENDA ITEM**

**Business and Finance #1**

**Date of Board Meeting:** **June 16, 2011**

**TITLE:** **Review Budget Modification Plan**

---

**Background:**
The budget act in February 2009 included two budget years (2008-09 and 2009-10). MVROP received a 15.4% midyear cut to 2008-09 revenues and an additional 4.5% cut to 2009-10 revenues. The cost of living adjustment was not funded in either year (a loss of 5.66% for 2008-09 and another 4.25% for 2009-10), and due to declining enrollment statewide, ROCPs had a negative adjustment of .63% in 2008-09. In addition to these tremendous cuts, ROCPs became part of the flexibility provisions in categorical program funding.

Superintendent's Council and MVROP Budget Committee have been working with Board, staff, and community members to identify potential budget modifications to address the loss in funding from the State of California. The State budget situation is continually changing due to increasing state budget deficits and uncertain tax receipts.

**Current Status:**
Budget negotiations continue at the state level. The Governor released his budget proposal on May 16, 2011. Some of the highlights of his proposal include:

- No cuts to Education
- Flat Funding (funding level stays the same as 2010-11)
- No changes or cuts specific to ROP's
- Governor acknowledged increase in revenues ($6.6 billion in the current and budget years)
- Increase to Prop 98 guarantee from $49.4 to $52.4 billion, $3 billion higher than January proposal (This eliminated the cut of $350 ADA.)
- Eliminate $2.1 billion deferral to defer cash disbursements from 2011-2012 to 2012-13
- Assumes tax extensions pass by voters

If the tax extensions are not approved, there is a potential for midyear cuts; however, the Governor did not present an alternative plan to fill in that gap.

**Recommendation:**
None. Presented to Governing Board for information only.

| Charles Brown | Business Services | Charles Brown |
|---|---|---|
| Staff Contact | Division | Superintendent, Mission Valley ROP |

# Business and Finance #2

__X__ Information
__X__ Action
_____Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM**
**BOARD OF EDUCATION**

**AGENDA ITEM**
**Business & Finance #2**

**DATE OF BOARD MEETING**: June 16, 2011

**TITLE**: Public Hearing on the Flexible Use of Tier III Categorical Program Funds

---

**Background**:

The Enacted 2009-10 California State Budget and SBX3 4, Chapter 12, Statutes of 2009 authorized school districts to use funding received from the State for Tier III Categorical Programs, for any educational purpose, to the extent permitted by federal law. The flexibility to use funds from these programs is authorized for five years from 2008-09 through 2012-13 by Education Code 42605.

ABX4 2, Education Code Section, 42605, paragraph (c) (2) and (3) requires an annual public hearing on the proposed use of funds for the Tier III Categorical Programs.

Regional Occupational Centers/Programs (ROC/P's) became part of the Tier III flexibility provisions in categorical program funding.

**Current Status**:

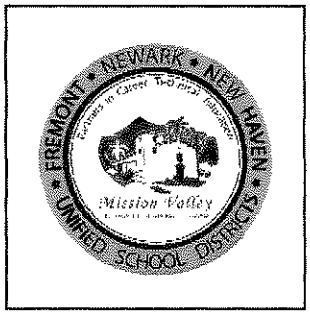
Mission Valley ROP proposes to use the Tier III Categorical Program funds as follows:

| Program Name | SACS Resource Code | Amount of Use | Programs/Purposes for Which Funds are to be Used |
|---|---|---|---|
| ROC/P | 6350 | 100% | ROC/P |
| Professional Development | 7393 | 100% | ROC/P |

**Recommendation**:

Staff recommends that the Governing Council open the public hearing on the flexible use of Tier III Categorical Program Funds, ask for public testimony, discuss and close the public hearing.

| Marie dela Cruz, 657-1865 X15145 | ROP Center | Business Services | Charles Brown |
|---|---|---|---|
| **Staff/Contact Person** | **Location** | **Division** | **Superintendent** |




# Business and Finance #3

__X__ Information
__X__ Action
_____Presentation

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM**
**BOARD OF EDUCATION**

**AGENDA ITEM**
**Business & Finance #3**

**DATE OF BOARD MEETING**: June 16, 2011

**TITLE**: Public Hearing and Action on the 2011-12 Budget, including the Categorical Programs Tier III Flexibility Authorization

---

**Background**:

Mission Valley ROP submits a final budget to the Governing Council for adoption at the June meeting each year.

**Current Status**:

The budget for 2011-12 is in the State required SACS financial reporting software. Estimates for 2010-11 actuals are included in the report, along with a criteria and standards review, long term debts, multi-year projection and assumptions for income and expenditures. The final budget for the State has not been approved.

The Enacted 2009-10 State Budget and SBX3 4 categorizes ROP's in the Tier III Categorical Programs. The Board is being asked to approve the following acceptance of and uses of funds to meet educational needs:

| Program Name | SACS Resource Code | Amount of Use | Programs/Purposes for Which Funds are to be Used |
|---|---|---|---|
| ROC/P | 6350 | 100% | ROC/P |
| Professional Development | 7393 | 100% | ROC/P |

The Alameda County Office of Education is advising districts to recognize the uncertainty of the State's fiscal crisis and to be prepared for the potential of additional reductions including midyear cuts.

**Recommendation**:

Staff recommends approval of the 2011-12 Adopted Budget, including the proposed use of Tier III Categorical Program funds.

| Marie dela Cruz, 657-1865 X15145 | ROP Center | Business Services | Charles Brown |
|---|---|---|---|
| **Staff/Contact Person** | **Location** | **Division** | **Superintendent** |

Board Meeting June 16, 2011
Agenda Item Business & Finance #3

To: Mission Valley ROP Governing Council

From: Marie dela Cruz
Director of Business Services

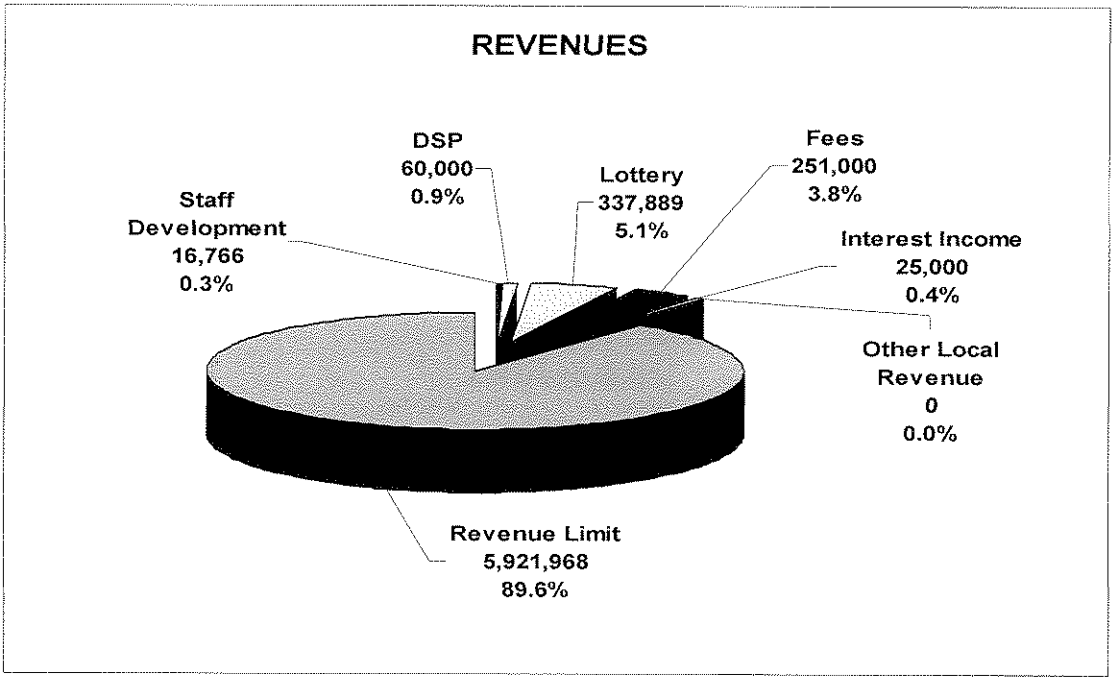
Date: June 16, 2011

**Re: 2011-12 ADOPTED BUDGET**

## I. REVENUES

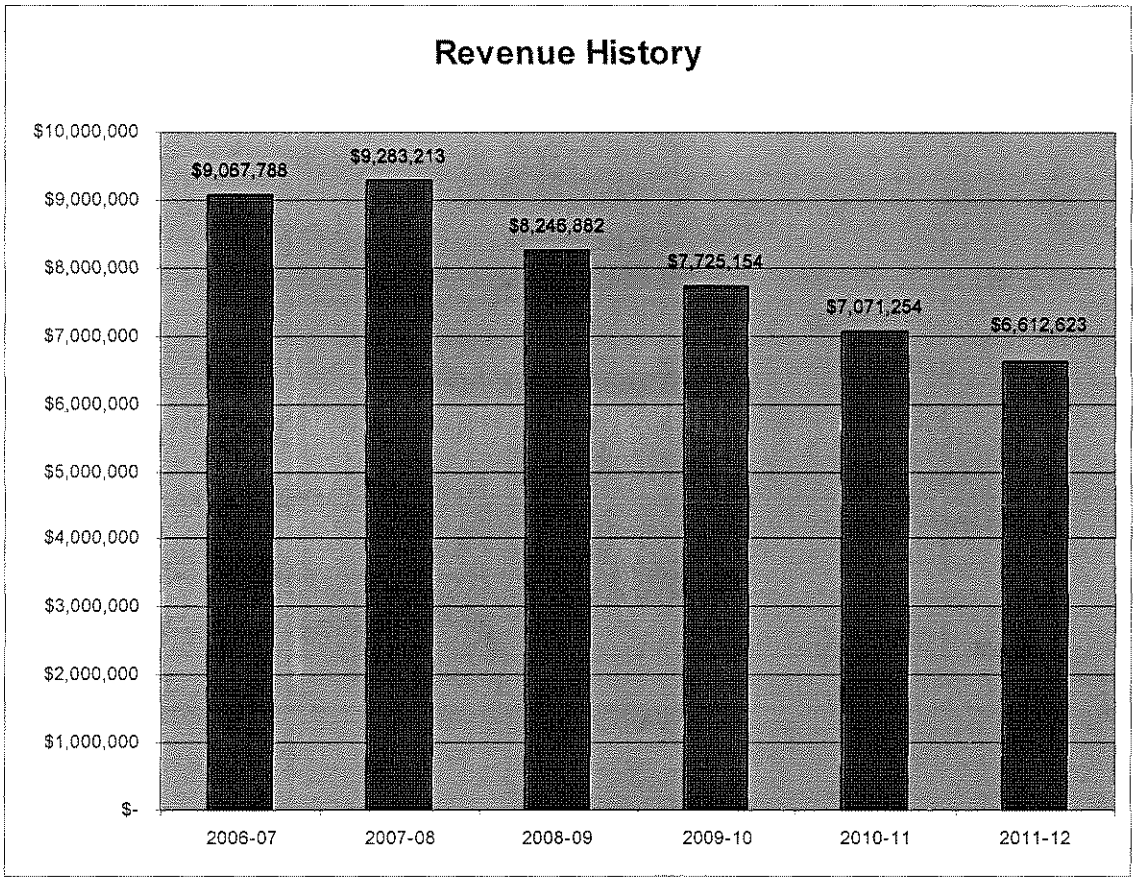
- No Cost of Living Adjustment (0% COLA)
- No CalWORKS
- 29% less projected in Direct Support Professionals Training (DSP) program
- 37% less projected in adult registration fees income
- Interest earnings = .72%
- Lottery based on $128.50 per 2007-08 ADA (.01% less than 10-11)
- Total 2011-12 Revenues = $6,612,623 (6.49% less than 10-11)

| Revenues | 2010-11 | 2011-12 | Difference | % Change |
|---|---|---|---|---|
| Cal WORKS | 230,842 | 0 | (230,842) | -100.00% |
| Staff Development | 16,766 | 16,766 | 0 | 0.00% |
| DSP | 85,000 | 60,000 | (25,000) | -29.41% |
| Lottery | 341,834 | 337,889 | (3,945) | -1.15% |
| Fees | 400,320 | 251,000 | (149,320) | -37.30% |
| Interest Income | 50,000 | 25,000 | (25,000) | -50.00% |
| Other Local Revenue | 30,098 | 0 | (30,098) | -100.00% |
| Revenue Limit | 5,916,394 | 5,921,968 | 5,574 | 0.09% |
| Total | 7,071,254 | 6,612,623 | (458,631) | -6.49% |



## ROP FUNDING (REVENUE LIMIT)

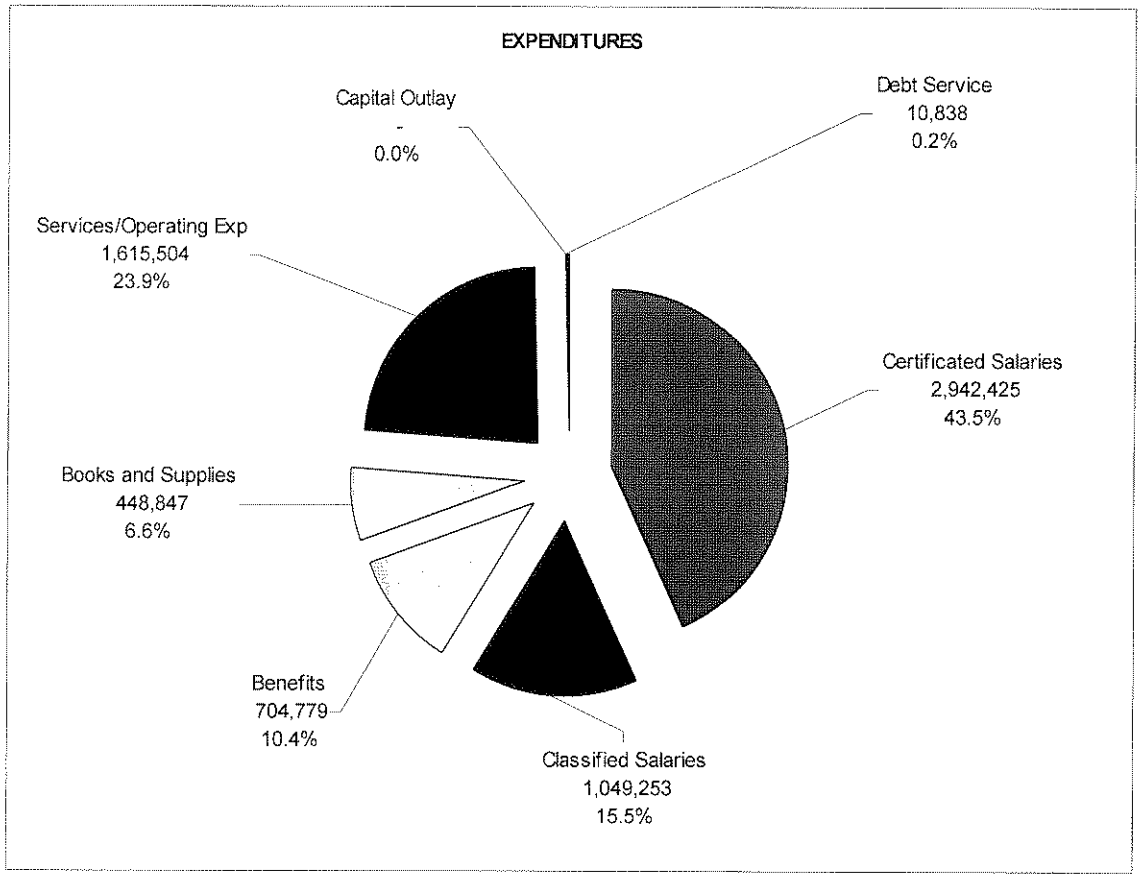
- ROP's under SBX3 4 Tier III Flexibility 2008-09 thru 2012-13 (2011-12 enacted budget to include extension to 2014-15)
- ROP funds will continue to be used explicitly for ROP and CTE (Career Technical Education) purposes
- Funding not based on ADA under flexibility provision effective 2008-09 thru 2012-13
- Funding Pro-Rated based MVROP 2007-08 share of Statewide ROP Funding



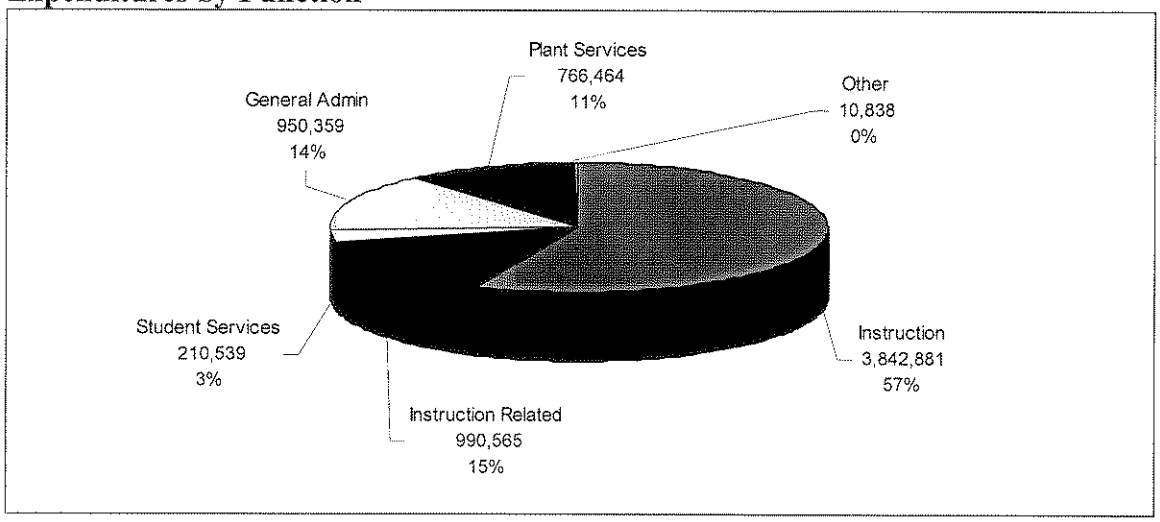

## II. EXPENDITURES

- Total Expenditures $6,771,646 (12% decrease)
- Salaries include 3% step and column increase (no furloughs)
- Total salaries and benefits is 70% total expenditures
- 75% of total expenditures related to instruction and student services

| Expenditures | 2010-11 | 2011-12 | Difference | % Change |
|---|---|---|---|---|
| Certificated Salaries | 3,002,040 | 2,942,425 | (59,615) | -2.0% |
| Classified Salaries | 1,047,445 | 1,049,253 | 1,808 | 0.2% |
| Benefits | 715,886 | 704,779 | (11,107) | -1.6% |
| Books and Supplies | 449,043 | 448,847 | (196) | 0.0% |
| Services/Operating Exp | 1,751,258 | 1,615,504 | (135,754) | -7.8% |
| Capital Outlay | 746,298 | - | (746,298) | -100.0% |
| Debt Service | 10,838 | 10,838 | - | 0.0% |
| Total Expenditures | 7,722,808 | 6,771,646 | (951,162) | -12.3% |

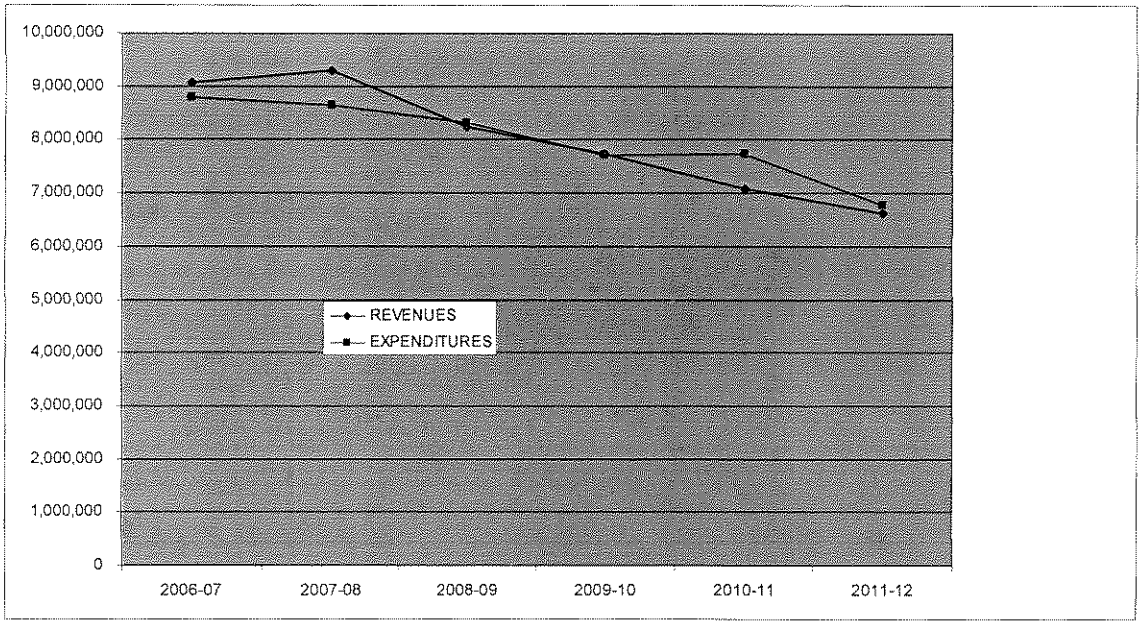



## Expenditures by Function



## III. BUDGET BALANCE

- Expenditures exceed Revenues by $159,023
- The deficit will be covered by reserves




## IV. FUND BALANCE/RESERVES

- Total ending fund balance/reserves is $3,978,123 (decrease of $159,023 from 2010-11)
- 10% Reserve for Economic Uncertainties
- Proposition 1D projects for the Career Technical Education Facilities Program are funded by a 50/50 state matching grant. Projects 1 and 2, Fire Science and Automotive Program facilities, were completed in September 2010 and Project 3, Fashion Merchandising/Interior Design, is scheduled for completion in July 2011.

| RESERVES | 2010-11 | 2011-12 | Change |
|---|---|---|---|
| Economic Uncertainties | 683,338 | 684,715 | 1,377 |
| Prop 1D Projects | 787,108 | 787,108 | - |
| Facilities | 762,000 | 762,000 | - |
| Equipment Reserve | 703,000 | 703,000 | - |
| Retiree Benefits | 150,000 | 150,000 | - |
| Lottery Carryover | 382,687 | 382,687 | - |
| DSP Carryover | 84,380 | 84,380 | - |
| Local Income Carryover | 575,756 | 416,733 | (159,023) |
| Prepaid Expenditures | 1,377 | 0 | (1,377) |
| Revolving Cash | 7,500 | 7,500 | - |
| Total | 4,137,146 | 3,978,123 | (159,023) |

## V. MULTI-YEAR PROJECTION

| Multi-Year Projection | 2011-12 | 2012-13 | 2013-14 |
|---|---|---|---|
| COLA | 0.00% | 3.20% | 2.70% |
| Revenues | 6,612,623 | 6,779,729 | 6,924,926 |
| Expenditures | 6,771,646 | 6,968,857 | 7,165,791 |
| Surplus (Deficit) | (159,023) | (189,128) | (240,865) |
| Beginning Fund Balance | 4,137,145 | 3,978,122 | 3,788,994 |
| Ending Fund Balance | 3,978,122 | 3,788,994 | 3,548,129 |
| | | | |
| Reserves for Economic Uncertainties | 684,714 | 501,563 | 260,699 |
| % of Expenditures | 10.1% | 7.2% | 3.6% |

**Assumptions**:

**2012-13**

- Revenues include 3.2% COLA
- Salaries include 3% step and column for all MVROP employees, no COLA

**2013-14**

- Revenues include 2.7% COLA
- Salaries include 3% step and column for all MVROP employees, no COLA

## VI. CRITERIA AND STANDARDS

The Criteria and Standards section reviews our financial data against State established standards in various areas. Standards are either "met" or "not met".

MVROP's 2011-12 Budget meets all criteria and standards except Salaries and Benefits. The standard compares the historical ratio of salaries and benefits to total expenditures. Based on our historical ratio, the standard ratio must be within 60-67%. The budget year and subsequent years are about 69% which exceeds the standard. The difference is due to total expenditures. In previous years total expenditures include capital outlay for proposition 1D projects.

## VII. TECHNICAL REVIEW CHECKS

There are no "exceptions" in the SACS Technical Review Checks. All checks "passed".

G = General Ledger Data; S = Supplemental Data

| Form | Description | Data Supplied For: 2010-11 Estimated Actuals | 2011-12 Budget |
|---|---|---|---|
| 01 | General Fund/County School Service Fund | GS | GS |
| 10 | Special Education Pass-Through Fund | | |
| 11 | Adult Education Fund | | |
| 12 | Child Development Fund | | |
| 13 | Cafeteria Special Revenue Fund | | |
| 14 | Deferred Maintenance Fund | | |
| 15 | Pupil Transportation Equipment Fund | | |
| 17 | Special Reserve Fund for Other Than Capital Outlay Projects | | |
| 18 | School Bus Emissions Reduction Fund | | |
| 20 | Special Reserve Fund for Postemployment Benefits | | |
| 21 | Building Fund | | |
| 35 | County School Facilities Fund | G | |
| 40 | Special Reserve Fund for Capital Outlay Projects | | |
| 61 | Cafeteria Enterprise Fund | | |
| 67 | Self-Insurance Fund | | |
| 71 | Retiree Benefit Fund | | |
| 95 | Student Body Fund | | |
| 95A | Changes in Assets and Liabilities (Student Body) | | |
| ASSET | Schedule of Capital Assets | S | |
| CASH | Cashflow Worksheet | | S |
| CB | Budget Certification | | S |
| CC | Workers' Compensation Certification | | S |
| CHG | Change Order Form | | |
| DEBT | Schedule of Long-Term Liabilities | S | |
| ICR | Indirect Cost Rate Worksheet | GS | |
| MYP | Multiyear Projections - General Fund | | GS |
| SEA | Special Education Revenue Allocations | | |
| SEAS | Special Education Revenue Allocations Setup (SELPA Selection) | | |
| SIAA | Summary of Interfund Activities - Actuals | | |
| SIAB | Summary of Interfund Activities - Budget | | |
| 01CS | Criteria and Standards Review | GS | GS |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| A. REVENUES | | | | | |
| 1) Revenue Limit Sources | | 8010-8099 | 0.00 | 0.00 | 0.0% |
| 2) Federal Revenue | | 8100-8299 | 0.00 | 0.00 | 0.0% |
| 3) Other State Revenue | | 8300-8599 | 332,608.00 | 76,766.00 | -76.9% |
| 4) Other Local Revenue | | 8600-8799 | 6,738,646.27 | 6,535,857.00 | -3.0% |
| 5) TOTAL, REVENUES | | | 7,071,254.27 | 6,612,623.00 | -6.5% |
| B. EXPENDITURES | | | | | |
| 1) Certificated Salaries | | 1000-1999 | 3,002,040.40 | 2,942,425.00 | -2.0% |
| 2) Classified Salaries | | 2000-2999 | 1,047,445.00 | 1,049,253.00 | 0.2% |
| 3) Employee Benefits | | 3000-3999 | 715,886.00 | 704,779.00 | -1.6% |
| 4) Books and Supplies | | 4000-4999 | 449,042.84 | 448,847.00 | 0.0% |
| 5) Services and Other Operating Expenditures | | 5000-5999 | 1,751,257.87 | 1,615,504.00 | -7.8% |
| 6) Capital Outlay | | 6000-6999 | 746,298.00 | 0.00 | -100.0% |
| 7) Other Outgo (excluding Transfers of Indirect Costs) | | 7100-7299, 7400-7499 | 10,838.00 | 10,838.00 | 0.0% |
| 8) Other Outgo - Transfers of Indirect Costs | | 7300-7399 | 0.00 | 0.00 | 0.0% |
| 9) TOTAL, EXPENDITURES | | | 7,722,808.11 | 6,771,646.00 | -12.3% |
| C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9) | | | (651,553.84) | (159,023.00) | -75.6% |
| D. OTHER FINANCING SOURCES/USES | | | | | |
| 1) Interfund Transfers | | | | | |
| a) Transfers In | | 8900-8929 | 0.00 | 0.00 | 0.0% |
| b) Transfers Out | | 7600-7629 | 0.00 | 0.00 | 0.0% |
| 2) Other Sources/Uses | | | | | |
| a) Sources | | 8930-8979 | 0.00 | 0.00 | 0.0% |
| b) Uses | | 7630-7699 | 0.00 | 0.00 | 0.0% |
| 3) Contributions | | 8980-8999 | 0.00 | 0.00 | 0.0% |
| 4) TOTAL, OTHER FINANCING SOURCES/USES | | | 0.00 | 0.00 | 0.0% |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4) | | | (651,553.84) | (159,023.00) | -75.6% |
| F. FUND BALANCE, RESERVES | | | | | |
| 1) Beginning Fund Balance | | | | | |
| a) As of July 1 - Unaudited | | 9791 | 4,788,699.20 | 4,137,145.36 | -13.6% |
| b) Audit Adjustments | | 9793 | 0.00 | 0.00 | 0.0% |
| c) As of July 1 - Audited (F1a + F1b) | | | 4,788,699.20 | 4,137,145.36 | -13.6% |
| d) Other Restatements | | 9795 | 0.00 | 0.00 | 0.0% |
| e) Adjusted Beginning Balance (F1c + F1d) | | | 4,788,699.20 | 4,137,145.36 | -13.6% |
| 2) Ending Balance, June 30 (E + F1e) | | | 4,137,145.36 | 3,978,122.36 | -3.8% |
| Components of Ending Fund Balance (Actuals) | | | | | |
| a) Reserve for | | | | | |
| Revolving Cash | | 9711 | 7,500.00 | | |
| Stores | | 9712 | 0.00 | | |
| Prepaid Expenditures | | 9713 | 1,377.33 | | |
| All Others | | 9719 | 0.00 | | |
| General Reserve | | 9730 | 0.00 | | |
| Legally Restricted Balance | | 9740 | 127,476.51 | | |
| b) Designated Amounts | | | | | |
| Designated for Economic Uncertainties | | 9770 | 683,337.56 | | |
| Designated for the Unrealized Gains of Investments and Cash in County Treasury | | 9775 | 0.00 | | |
| Other Designations | | 9780 | 3,317,453.96 | | |
| Retiree Benefits (OPEB) | 0000 | 9780 | *150,000.00* | | |
| Facilities, Prop 1D Project K4 | 0000 | 9780 | *598,542.00* | | |
| Facilities, Prop 1D Conitngencies | 0000 | 9780 | *188,566.00* | | |
| Equipment Reserves | 0000 | 9780 | *703,000.00* | | |
| Building Repairs/Improvements | 0000 | 9780 | *762,000.00* | | |
| Local Income Carryover 08-9 | 0000 | 9780 | *165,000.00* | | |
| Local Income Carryover 09-10 | 0000 | 9780 | *410,756.00* | | |
| Lottery Carryover, Unrestricted | 1100 | 9780 | *339,589.96* | | |
| c) Undesignated Amount | | 9790 | *0.00* | | |
| d) Unappropriated Amount | | 9790 | | | |
| Components of Ending Fund Balance (Budget) | | | | | |
| a) Nonspendable | | | | | |
| Revolving Cash | | 9711 | | 7,500.00 | |
| Stores | | 9712 | | 0.00 | |
| Prepaid Expenditures | | 9713 | | 0.00 | |
| All Others | | 9719 | | 0.00 | |
| b) Restricted | | 9740 | | 127,476.51 | |
| c) Committed | | | | | |
| Stabilization Arrangements | | 9750 | | 0.00 | |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| Other Commitments | | 9760 | | 0.00 | |
| d) Assigned | | | | | |
| Other Assignments | | 9780 | | 3,158,430.96 | |
| Facilities, Prop 1D Project, K4 | 0000 | 9780 | | 598,542.00 | |
| Facilities, Prop 1D Projects, Contingencies | 0000 | 9780 | | 188,566.00 | |
| Equipment Reserve | 0000 | 9780 | | 703,000.00 | |
| Building Repairs/Improvements | 0000 | 9780 | | 762,000.00 | |
| Retiree Benefits (OPEB) | 0000 | 9780 | | 150,000.00 | |
| Local Income Carryover | 0000 | 9780 | | 416,733.00 | |
| Lottery Carryover, Unrestricted | 1100 | 9780 | | 339,589.96 | |
| e) Unassigned/Unappropriated | | | | | |
| Reserve for Economic Uncertainties | | 9789 | | 684,714.89 | |
| Unassigned/Unappropriated Amount | | 9790 | | 0.00 | |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| G. ASSETS | | | | | |
| 1) Cash | | | | | |
| a) in County Treasury | | 9110 | 3,177,649.71 | | |
| 1) Fair Value Adjustment to Cash in County Treasury | | 9111 | 0.00 | | |
| b) in Banks | | 9120 | 0.00 | | |
| c) in Revolving Fund | | 9130 | 7,500.00 | | |
| d) with Fiscal Agent | | 9135 | 0.00 | | |
| e) collections awaiting deposit | | 9140 | 0.00 | | |
| 2) Investments | | 9150 | 0.00 | | |
| 3) Accounts Receivable | | 9200 | 1,271.58 | | |
| 4) Due from Grantor Government | | 9290 | 11,404.71 | | |
| 5) Due from Other Funds | | 9310 | 0.00 | | |
| 6) Stores | | 9320 | 0.00 | | |
| 7) Prepaid Expenditures | | 9330 | 1,377.33 | | |
| 8) Other Current Assets | | 9340 | 0.00 | | |
| 9) Fixed Assets | | 9400 | 0.00 | | |
| 10) TOTAL, ASSETS | | | 3,199,203.33 | | |
| H. LIABILITIES | | | | | |
| 1) Accounts Payable | | 9500 | 277,557.59 | | |
| 2) Due to Grantor Governments | | 9590 | 0.00 | | |
| 3) Due to Other Funds | | 9610 | 0.00 | | |
| 4) Current Loans | | 9640 | 0.00 | | |
| 5) Deferred Revenue | | 9650 | 0.00 | | |
| 6) Long-Term Liabilities | | 9660 | | | |
| 7) TOTAL, LIABILITIES | | | 277,557.59 | | |
| I. FUND EQUITY | | | | | |
| Ending Fund Balance, June 30 (G10 - H7) | | | 2,921,645.74 | | |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| FEDERAL REVENUE | | | | | |
| Special Education Discretionary Grants | | 8182 | 0.00 | 0.00 | 0.0% |
| Child Nutrition Programs | | 8220 | 0.00 | 0.00 | 0.0% |
| Interagency Contracts Between LEAs | | 8285 | 0.00 | 0.00 | 0.0% |
| Pass-Through Revenues from Federal Sources | | 8287 | 0.00 | 0.00 | 0.0% |
| NCLB / IASA (incl. ARRA) | 3000-3299, 4000-4139, 4201-4215, 4610, 5510 | 8290 | 0.00 | 0.00 | 0.0% |
| Vocational and Applied Technology Education | 3500-3699 | 8290 | 0.00 | 0.00 | 0.0% |
| Safe and Drug Free Schools | 3700-3799 | 8290 | 0.00 | 0.00 | 0.0% |
| Other Federal Revenue (incl. ARRA) | All Other | 8290 | 0.00 | 0.00 | 0.0% |
| TOTAL, FEDERAL REVENUE | | | 0.00 | 0.00 | 0.0% |
| OTHER STATE REVENUE | | | | | |
| Other State Apportionments | | | | | |
| Home-to-School Transportation | 7230 | 8311 | 0.00 | 0.00 | 0.0% |
| Special Education Transportation | 7240 | 8311 | 0.00 | 0.00 | 0.0% |
| All Other State Apportionments - Current Year | All Other | 8311 | 0.00 | 0.00 | 0.0% |
| All Other State Apportionments - Prior Years | | 8319 | 0.00 | 0.00 | 0.0% |
| Child Nutrition Programs | | 8520 | 0.00 | 0.00 | 0.0% |
| Mandated Costs Reimbursements | | 8550 | 0.00 | 0.00 | 0.0% |
| Pass-Through Revenues from State Sources | | 8587 | 0.00 | 0.00 | 0.0% |
| All Other State Revenue | | 8590 | 332,608.00 | 76,766.00 | -76.9% |
| TOTAL, OTHER STATE REVENUE | | | 332,608.00 | 76,766.00 | -76.9% |
| OTHER LOCAL REVENUE | | | | | |
| Other Local Revenue | | | | | |
| Sales | | | | | |
| Sale of Equipment/Supplies | | 8631 | 0.00 | 0.00 | 0.0% |
| Sale of Publications | | 8632 | 0.00 | 0.00 | 0.0% |
| Food Service Sales | | 8634 | 0.00 | 0.00 | 0.0% |
| All Other Sales | | 8639 | 0.00 | 0.00 | 0.0% |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| Leases and Rentals | | 8650 | 0.00 | 0.00 | 0.0% |
| Interest | | 8660 | 50,000.00 | 25,000.00 | -50.0% |
| Net Increase (Decrease) in the Fair Value of Investments | | 8662 | 0.00 | 0.00 | 0.0% |
| Fees and Contracts | | | | | |
| Adult Education Fees | | 8671 | 0.00 | 0.00 | 0.0% |
| In-District Premiums/ Contributions | | 8674 | 0.00 | 0.00 | 0.0% |
| Transportation Fees From Individuals | | 8675 | 0.00 | 0.00 | 0.0% |
| Transportation Services | 7230, 7240 | 8677 | 0.00 | 0.00 | 0.0% |
| Interagency Services | | 8677 | 0.00 | 0.00 | 0.0% |
| All Other Fees and Contracts | | 8689 | 400,320.00 | 251,000.00 | -37.3% |
| Other Local Revenue | | | | | |
| Pass-Through Revenues From Local Sources | | 8697 | 0.00 | 0.00 | 0.0% |
| All Other Local Revenue | | 8699 | 30,098.27 | 0.00 | -100.0% |
| Tuition | | 8710 | 0.00 | 0.00 | 0.0% |
| All Other Transfers In | | 8781-8783 | 6,258,228.00 | 6,259,857.00 | 0.0% |
| Transfers of Apportionments | | | | | |
| Special Education SELPA Transfers | | | | | |
| From Districts or Charter Schools | 6500 | 8791 | 0.00 | 0.00 | 0.0% |
| From County Offices | 6500 | 8792 | 0.00 | 0.00 | 0.0% |
| From JPAs | 6500 | 8793 | 0.00 | 0.00 | 0.0% |
| ROC/P Transfers | | | | | |
| From Districts or Charter Schools | 6360 | 8791 | 0.00 | 0.00 | 0.0% |
| From County Offices | 6360 | 8792 | 0.00 | 0.00 | 0.0% |
| From JPAs | 6360 | 8793 | 0.00 | 0.00 | 0.0% |
| Other Transfers of Apportionments | | | | | |
| From Districts or Charter Schools | All Other | 8791 | 0.00 | 0.00 | 0.0% |
| From County Offices | All Other | 8792 | 0.00 | 0.00 | 0.0% |
| From JPAs | All Other | 8793 | 0.00 | 0.00 | 0.0% |
| All Other Transfers In from All Others | | 8799 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER LOCAL REVENUE | | | 6,738,646.27 | 6,535,857.00 | -3.0% |
| TOTAL, REVENUES | | | 7,071,254.27 | 6,612,623.00 | -6.5% |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| CERTIFICATED SALARIES | | | | | |
| Certificated Teachers' Salaries | | 1100 | 2,480,604.40 | 2,395,945.00 | -3.4% |
| Certificated Pupil Support Salaries | | 1200 | 0.00 | 0.00 | 0.0% |
| Certificated Supervisors' and Administrators' Salaries | | 1300 | 521,436.00 | 546,480.00 | 4.8% |
| Other Certificated Salaries | | 1900 | 0.00 | 0.00 | 0.0% |
| TOTAL, CERTIFICATED SALARIES | | | 3,002,040.40 | 2,942,425.00 | -2.0% |
| CLASSIFIED SALARIES | | | | | |
| Classified Instructional Salaries | | 2100 | 22,054.00 | 30,804.00 | 39.7% |
| Classified Support Salaries | | 2200 | 166,452.00 | 179,595.00 | 7.9% |
| Classified Supervisors' and Administrators' Salaries | | 2300 | 292,965.00 | 305,802.00 | 4.4% |
| Clerical, Technical and Office Salaries | | 2400 | 504,364.00 | 486,205.00 | -3.6% |
| Other Classified Salaries | | 2900 | 61,610.00 | 46,847.00 | -24.0% |
| TOTAL, CLASSIFIED SALARIES | | | 1,047,445.00 | 1,049,253.00 | 0.2% |
| EMPLOYEE BENEFITS | | | | | |
| STRS | | 3101-3102 | 246,158.00 | 241,224.00 | -2.0% |
| PERS | | 3201-3202 | 107,997.00 | 110,501.00 | 2.3% |
| OASDI/Medicare/Alternative | | 3301-3302 | 116,280.00 | 117,199.00 | 0.8% |
| Health and Welfare Benefits | | 3401-3402 | 39,999.00 | 39,298.00 | -1.8% |
| Unemployment Insurance | | 3501-3502 | 28,657.00 | 63,312.00 | 120.9% |
| Workers' Compensation | | 3601-3602 | 112,804.00 | 91,024.00 | -19.3% |
| OPEB, Allocated | | 3701-3702 | 63,991.00 | 41,721.00 | -34.8% |
| OPEB, Active Employees | | 3751-3752 | 0.00 | 500.00 | New |
| PERS Reduction | | 3801-3802 | 0.00 | 0.00 | 0.0% |
| Other Employee Benefits | | 3901-3902 | 0.00 | 0.00 | 0.0% |
| TOTAL, EMPLOYEE BENEFITS | | | 715,886.00 | 704,779.00 | -1.6% |
| BOOKS AND SUPPLIES | | | | | |
| Approved Textbooks and Core Curricula Materials | | 4100 | 77,449.00 | 46,516.00 | -39.9% |
| Books and Other Reference Materials | | 4200 | 11,724.00 | 0.00 | -100.0% |
| Materials and Supplies | | 4300 | 272,342.84 | 349,331.00 | 28.3% |
| Noncapitalized Equipment | | 4400 | 87,527.00 | 53,000.00 | -39.4% |
| Food | | 4700 | 0.00 | 0.00 | 0.0% |
| TOTAL, BOOKS AND SUPPLIES | | | 449,042.84 | 448,847.00 | 0.0% |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| SERVICES AND OTHER OPERATING EXPENDITURES | | | | | |
| Subagreements for Services | | 5100 | 0.00 | 0.00 | 0.0% |
| Travel and Conferences | | 5200 | 37,111.87 | 13,300.00 | -64.2% |
| Dues and Memberships | | 5300 | 8,500.00 | 9,000.00 | 5.9% |
| Insurance | | 5400-5450 | 75,782.00 | 80,000.00 | 5.6% |
| Operations and Housekeeping Services | | 5500 | 183,218.00 | 171,000.00 | -6.7% |
| Rentals, Leases, Repairs, and Noncapitalized Improvements | | 5600 | 333,432.00 | 338,955.00 | 1.7% |
| Transfers of Direct Costs | | 5710 | 0.00 | 0.00 | 0.0% |
| Transfers of Direct Costs - Interfund | | 5750 | 0.00 | 0.00 | 0.0% |
| Professional/Consulting Services and Operating Expenditures | | 5800 | 1,064,714.00 | 985,076.00 | -7.5% |
| Communications | | 5900 | 48,500.00 | 18,173.00 | -62.5% |
| TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES | | | 1,751,257.87 | 1,615,504.00 | -7.8% |
| CAPITAL OUTLAY | | | | | |
| Land | | 6100 | 0.00 | 0.00 | 0.0% |
| Land Improvements | | 6170 | 0.00 | 0.00 | 0.0% |
| Buildings and Improvements of Buildings | | 6200 | 707,048.00 | 0.00 | -100.0% |
| Equipment | | 6400 | 39,250.00 | 0.00 | -100.0% |
| Equipment Replacement | | 6500 | 0.00 | 0.00 | 0.0% |
| TOTAL, CAPITAL OUTLAY | | | 746,298.00 | 0.00 | -100.0% |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| **OTHER OUTGO (excluding Transfers of Indirect Costs)** | | | | | |
| Tuition | | | | | |
| Tuition, Excess Costs, and/or Deficit Payments | | | | | |
| Payments to Districts or Charter Schools | | 7141 | 0.00 | 0.00 | 0.0% |
| Payments to County Offices | | 7142 | 0.00 | 0.00 | 0.0% |
| Payments to JPAs | | 7143 | 0.00 | 0.00 | 0.0% |
| Other Transfers Out | | | | | |
| Transfers of Pass-Through Revenues | | | | | |
| To Districts or Charter Schools | | 7211 | 0.00 | 0.00 | 0.0% |
| To County Offices | | 7212 | 0.00 | 0.00 | 0.0% |
| To JPAs | | 7213 | 0.00 | 0.00 | 0.0% |
| Special Education SELPA Transfers of Apportionments | | | | | |
| To Districts or Charter Schools | 6500 | 7221 | 0.00 | 0.00 | 0.0% |
| To County Offices | 6500 | 7222 | 0.00 | 0.00 | 0.0% |
| To JPAs | 6500 | 7223 | 0.00 | 0.00 | 0.0% |
| ROC/P Transfers of Apportionments | | | | | |
| To Districts or Charter Schools | 6360 | 7221 | 0.00 | 0.00 | 0.0% |
| To County Offices | 6360 | 7222 | 0.00 | 0.00 | 0.0% |
| To JPAs | 6360 | 7223 | 0.00 | 0.00 | 0.0% |
| Other Transfers of Apportionments | All Other | 7221-7223 | 0.00 | 0.00 | 0.0% |
| All Other Transfers | | 7281-7283 | 0.00 | 0.00 | 0.0% |
| All Other Transfers Out to All Others | | 7299 | 0.00 | 0.00 | 0.0% |
| Debt Service | | | | | |
| Debt Service - Interest | | 7438 | 3,634.00 | 3,634.00 | 0.0% |
| Other Debt Service - Principal | | 7439 | 7,204.00 | 7,204.00 | 0.0% |
| TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs) | | | 10,838.00 | 10,838.00 | 0.0% |
| **OTHER OUTGO - TRANSFERS OF INDIRECT COSTS** | | | | | |
| Transfers of Indirect Costs | | 7310 | 0.00 | 0.00 | 0.0% |
| Transfers of Indirect Costs - Interfund | | 7350 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS | | | 0.00 | 0.00 | 0.0% |
| TOTAL, EXPENDITURES | | | 7,722,808.11 | 6,771,646.00 | -12.3% |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| INTERFUND TRANSFERS | | | | | |
| INTERFUND TRANSFERS IN | | | | | |
| From: Special Reserve Fund | | 8912 | 0.00 | 0.00 | 0.0% |
| Other Authorized Interfund Transfers In | | 8919 | 0.00 | 0.00 | 0.0% |
| (a) TOTAL, INTERFUND TRANSFERS IN | | | 0.00 | 0.00 | 0.0% |
| INTERFUND TRANSFERS OUT | | | | | |
| To: Special Reserve Fund | | 7612 | 0.00 | 0.00 | 0.0% |
| To: State School Building Fund/ County School Facilities Fund | | 7613 | 0.00 | 0.00 | 0.0% |
| To: Deferred Maintenance Fund | | 7615 | 0.00 | 0.00 | 0.0% |
| To: Cafeteria Fund | | 7616 | 0.00 | 0.00 | 0.0% |
| Other Authorized Interfund Transfers Out | | 7619 | 0.00 | 0.00 | 0.0% |
| (b) TOTAL, INTERFUND TRANSFERS OUT | | | 0.00 | 0.00 | 0.0% |
| OTHER SOURCES/USES | | | | | |
| SOURCES | | | | | |
| Long-Term Debt Proceeds | | | | | |
| Proceeds from Certificates of Participation | | 8971 | 0.00 | 0.00 | 0.0% |
| Proceeds from Capital Leases | | 8972 | 0.00 | 0.00 | 0.0% |
| Proceeds from Lease Revenue Bonds | | 8973 | 0.00 | 0.00 | 0.0% |
| All Other Financing Sources | | 8979 | 0.00 | 0.00 | 0.0% |
| (c) TOTAL, SOURCES | | | 0.00 | 0.00 | 0.0% |
| USES | | | | | |
| All Other Financing Uses | | 7699 | 0.00 | 0.00 | 0.0% |
| (d) TOTAL, USES | | | 0.00 | 0.00 | 0.0% |
| CONTRIBUTIONS | | | | | |
| Contributions from Unrestricted Revenues | | 8980 | 0.00 | 0.00 | 0.0% |
| Contributions from Restricted Revenues | | 8990 | 0.00 | 0.00 | 0.0% |
| Transfers of Restricted Balances | | 8997 | 0.00 | 0.00 | 0.0% |
| (e) TOTAL, CONTRIBUTIONS | | | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e) | | | 0.00 | 0.00 | 0.0% |

| Description | Function Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| A. REVENUES | | | | | |
| 1) Revenue Limit Sources | | 8010-8099 | 0.00 | 0.00 | 0.0% |
| 2) Federal Revenue | | 8100-8299 | 0.00 | 0.00 | 0.0% |
| 3) Other State Revenue | | 8300-8599 | 332,608.00 | 76,766.00 | -76.9% |
| 4) Other Local Revenue | | 8600-8799 | 6,738,646.27 | 6,535,857.00 | -3.0% |
| 5) TOTAL, REVENUES | | | 7,071,254.27 | 6,612,623.00 | -6.5% |
| B. EXPENDITURES (Objects 1000-7999) | | | | | |
| 1) Instruction | 1000-1999 | | 4,069,911.11 | 3,842,881.00 | -5.6% |
| 2) Instruction - Related Services | 2000-2999 | | 1,034,068.00 | 990,565.00 | -4.2% |
| 3) Pupil Services | 3000-3999 | | 202,955.00 | 210,539.00 | 3.7% |
| 4) Ancillary Services | 4000-4999 | | 0.00 | 0.00 | 0.0% |
| 5) Community Services | 5000-5999 | | 0.00 | 0.00 | 0.0% |
| 6) Enterprise | 6000-6999 | | 0.00 | 0.00 | 0.0% |
| 7) General Administration | 7000-7999 | | 933,263.00 | 950,359.00 | 1.8% |
| 8) Plant Services | 8000-8999 | | 1,471,773.00 | 766,464.00 | -47.9% |
| 9) Other Outgo | 9000-9999 | Except 7600-7699 | 10,838.00 | 10,838.00 | 0.0% |
| 10) TOTAL, EXPENDITURES | | | 7,722,808.11 | 6,771,646.00 | -12.3% |
| C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10) | | | (651,553.84) | (159,023.00) | -75.6% |
| D. OTHER FINANCING SOURCES/USES | | | | | |
| 1) Interfund Transfers | | | | | |
| a) Transfers In | | 8900-8929 | 0.00 | 0.00 | 0.0% |
| b) Transfers Out | | 7600-7629 | 0.00 | 0.00 | 0.0% |
| 2) Other Sources/Uses | | | | | |
| a) Sources | | 8930-8979 | 0.00 | 0.00 | 0.0% |
| b) Uses | | 7630-7699 | 0.00 | 0.00 | 0.0% |
| 3) Contributions | | 8980-8999 | 0.00 | 0.00 | 0.0% |
| 4) TOTAL, OTHER FINANCING SOURCES/USES | | | 0.00 | 0.00 | 0.0% |

| Description | Function Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4) | | | (651,553.84) | (159,023.00) | -75.6% |
| F. FUND BALANCE, RESERVES | | | | | |
| 1) Beginning Fund Balance | | | | | |
| a) As of July 1 - Unaudited | | 9791 | 4,788,699.20 | 4,137,145.36 | -13.6% |
| b) Audit Adjustments | | 9793 | 0.00 | 0.00 | 0.0% |
| c) As of July 1 - Audited (F1a + F1b) | | | 4,788,699.20 | 4,137,145.36 | -13.6% |
| d) Other Restatements | | 9795 | 0.00 | 0.00 | 0.0% |
| e) Adjusted Beginning Balance (F1c + F1d) | | | 4,788,699.20 | 4,137,145.36 | -13.6% |
| 2) Ending Balance, June 30 (E + F1e) | | | 4,137,145.36 | 3,978,122.36 | -3.8% |
| Components of Ending Fund Balance (Actuals) | | | | | |
| a) Reserve for | | | | | |
| Revolving Cash | | 9711 | 7,500.00 | | |
| Stores | | 9712 | 0.00 | | |
| Prepaid Expenditures | | 9713 | 1,377.33 | | |
| All Others | | 9719 | 0.00 | | |
| General Reserve | | 9730 | 0.00 | | |
| Legally Restricted Balance | | 9740 | 127,476.51 | | |
| b) Designated Amounts | | | | | |
| Designated for Economic Uncertainties | | 9770 | 683,337.56 | | |
| Designated for the Unrealized Gains of Investments and Cash in County Treasury | | 9775 | 0.00 | | |
| Other Designations (by Resource/Object) | | 9780 | 3,317,453.96 | | |
| Retiree Benefits (OPEB) | 0000 | 9780 | *150,000.00* | | |
| Facilities, Prop 1D Project K4 | 0000 | 9780 | *598,542.00* | | |
| Facilities, Prop 1D Conitngencies | 0000 | 9780 | *188,566.00* | | |
| Equipment Reserves | 0000 | 9780 | *703,000.00* | | |
| Building Repairs/Improvements | 0000 | 9780 | *762,000.00* | | |
| Local Income Carryover 08-9 | 0000 | 9780 | *165,000.00* | | |
| Local Income Carryover 09-10 | 0000 | 9780 | *410,756.00* | | |
| Lottery Carryover, Unrestricted | 1100 | 9780 | *339,589.96* | | |
| c) Undesignated Amount | | 9790 | 0.00 | | |
| d) Unappropriated Amount | | 9790 | | | |
| Components of Ending Fund Balance (Budget) | | | | | |
| a) Reserve for | | | | | |
| Revolving Cash | | 9711 | | 7,500.00 | |
| Stores | | 9712 | | 0.00 | |
| Prepaid Expenditures | | 9713 | | 0.00 | |
| All Others | | 9719 | | 0.00 | |
| b) Restricted | | 9740 | | 127,476.51 | |
| c) Committed | | | | | |
| Stabilization Arrangements | | 9750 | | 0.00 | |
| Other Commitments (by Resource/Object) | | 9760 | | 0.00 | |

| Description | Function Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| d) Assigned | | | | | |
| Other Assignments (by Resource/Object) | | 9780 | | 3,158,430.96 | |
| Facilities, Prop 1D Project, K4 | 0000 | 9780 | | *598,542.00* | |
| Facilities, Prop 1D Projects, Contingencies | 0000 | 9780 | | *188,566.00* | |
| Equipment Reserve | 0000 | 9780 | | *703,000.00* | |
| Building Repairs/Improvements | 0000 | 9780 | | *762,000.00* | |
| Retiree Benefits (OPEB) | 0000 | 9780 | | *150,000.00* | |
| Local Income Carryover | 0000 | 9780 | | *416,733.00* | |
| Lottery Carryover, Unrestricted | 1100 | 9780 | | *339,589.96* | |
| e) Unassigned/Unappropriated | | | | | |
| Reserve for Economic Uncertainties | | 9789 | | 684,714.89 | |
| Unassigned/Unappropriated Amount | | 9790 | | 0.00 | |

| Resource | Description | 2010-11 Estimated Actuals | 2011-12 Budget |
|---|---|---|---|
| 6300 | Lottery: Instructional Materials | 43,096.92 | 43,096.92 |
| 6355 | ROC/P: Training & Certification for Community Care (Dept De | 84,379.59 | 84,379.59 |
| Total, Restricted Balance | | 127,476.51 | 127,476.51 |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| A. REVENUES | | | | | |
| 1) Revenue Limit Sources | | 8010-8099 | 0.00 | 0.00 | 0.0% |
| 2) Federal Revenue | | 8100-8299 | 0.00 | 0.00 | 0.0% |
| 3) Other State Revenue | | 8300-8599 | 0.00 | 0.00 | 0.0% |
| 4) Other Local Revenue | | 8600-8799 | 0.00 | 0.00 | 0.0% |
| 5) TOTAL, REVENUES | | | 0.00 | 0.00 | 0.0% |
| B. EXPENDITURES | | | | | |
| 1) Certificated Salaries | | 1000-1999 | 0.00 | 0.00 | 0.0% |
| 2) Classified Salaries | | 2000-2999 | 0.00 | 0.00 | 0.0% |
| 3) Employee Benefits | | 3000-3999 | 0.00 | 0.00 | 0.0% |
| 4) Books and Supplies | | 4000-4999 | 0.00 | 0.00 | 0.0% |
| 5) Services and Other Operating Expenditures | | 5000-5999 | 0.00 | 0.00 | 0.0% |
| 6) Capital Outlay | | 6000-6999 | 223,011.71 | 0.00 | -100.0% |
| 7) Other Outgo (excluding Transfers of Indirect Costs) | | 7100-7299, 7400-7499 | 0.00 | 0.00 | 0.0% |
| 8) Other Outgo - Transfers of Indirect Costs | | 7300-7399 | 0.00 | 0.00 | 0.0% |
| 9) TOTAL, EXPENDITURES | | | 223,011.71 | 0.00 | -100.0% |
| C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9) | | | (223,011.71) | 0.00 | -100.0% |
| D. OTHER FINANCING SOURCES/USES | | | | | |
| 1) Interfund Transfers | | | | | |
| a) Transfers In | | 8900-8929 | 0.00 | 0.00 | 0.0% |
| b) Transfers Out | | 7600-7629 | 0.00 | 0.00 | 0.0% |
| 2) Other Sources/Uses | | | | | |
| a) Sources | | 8930-8979 | 0.00 | 0.00 | 0.0% |
| b) Uses | | 7630-7699 | 0.00 | 0.00 | 0.0% |
| 3) Contributions | | 8980-8999 | 0.00 | 0.00 | 0.0% |
| 4) TOTAL, OTHER FINANCING SOURCES/USES | | | 0.00 | 0.00 | 0.0% |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4) | | | (223,011.71) | 0.00 | -100.0% |
| F. FUND BALANCE, RESERVES | | | | | |
| 1) Beginning Fund Balance | | | | | |
| a) As of July 1 - Unaudited | | 9791 | 223,011.71 | 0.00 | -100.0% |
| b) Audit Adjustments | | 9793 | 0.00 | 0.00 | 0.0% |
| c) As of July 1 - Audited (F1a + F1b) | | | 223,011.71 | 0.00 | -100.0% |
| d) Other Restatements | | 9795 | 0.00 | 0.00 | 0.0% |
| e) Adjusted Beginning Balance (F1c + F1d) | | | 223,011.71 | 0.00 | -100.0% |
| 2) Ending Balance, June 30 (E + F1e) | | | 0.00 | 0.00 | 0.0% |
| Components of Ending Fund Balance (Actuals) | | | | | |
| a) Reserve for | | | | | |
| Revolving Cash | | 9711 | 0.00 | | |
| Stores | | 9712 | 0.00 | | |
| Prepaid Expenditures | | 9713 | 0.00 | | |
| All Others | | 9719 | 0.00 | | |
| General Reserve | | 9730 | 0.00 | | |
| Legally Restricted Balance | | 9740 | 0.00 | | |
| b) Designated Amounts | | | | | |
| Designated for Economic Uncertainties | | 9770 | 0.00 | | |
| Designated for the Unrealized Gains of Investments and Cash in County Treasury | | 9775 | 0.00 | | |
| Other Designations | | 9780 | 0.00 | | |
| c) Undesignated Amount | | 9790 | 0.00 | | |
| d) Unappropriated Amount | | 9790 | | | |
| Components of Ending Fund Balance (Budget) | | | | | |
| a) Nonspendable | | | | | |
| Revolving Cash | | 9711 | | 0.00 | |
| Stores | | 9712 | | 0.00 | |
| Prepaid Expenditures | | 9713 | | 0.00 | |
| All Others | | 9719 | | 0.00 | |
| b) Restricted | | 9740 | | 0.00 | |
| c) Committed | | | | | |
| Stabilization Arrangements | | 9750 | | 0.00 | |
| Other Commitments | | 9760 | | 0.00 | |
| d) Assigned | | | | | |
| Other Assignments | | 9780 | | 0.00 | |
| e) Unassigned/Unappropriated | | | | | |
| Reserve for Economic Uncertainties | | 9789 | | 0.00 | |
| Unassigned/Unappropriated Amount | | 9790 | | 0.00 | |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| G. ASSETS | | | | | |
| 1) Cash | | | | | |
| a) in County Treasury | | 9110 | 586.27 | | |
| 1) Fair Value Adjustment to Cash in County Treasury | | 9111 | 0.00 | | |
| b) in Banks | | 9120 | 0.00 | | |
| c) in Revolving Fund | | 9130 | 0.00 | | |
| d) with Fiscal Agent | | 9135 | 0.00 | | |
| e) collections awaiting deposit | | 9140 | 0.00 | | |
| 2) Investments | | 9150 | 0.00 | | |
| 3) Accounts Receivable | | 9200 | 0.00 | | |
| 4) Due from Grantor Government | | 9290 | 0.00 | | |
| 5) Due from Other Funds | | 9310 | 0.00 | | |
| 6) Stores | | 9320 | 0.00 | | |
| 7) Prepaid Expenditures | | 9330 | 0.00 | | |
| 8) Other Current Assets | | 9340 | 0.00 | | |
| 9) Fixed Assets | | 9400 | | | |
| 10) TOTAL, ASSETS | | | 586.27 | | |
| H. LIABILITIES | | | | | |
| 1) Accounts Payable | | 9500 | 0.00 | | |
| 2) Due to Grantor Governments | | 9590 | 0.00 | | |
| 3) Due to Other Funds | | 9610 | 0.00 | | |
| 4) Current Loans | | 9640 | | | |
| 5) Deferred Revenue | | 9650 | 0.00 | | |
| 6) Long-Term Liabilities | | 9660 | | | |
| 7) TOTAL, LIABILITIES | | | 0.00 | | |
| I. FUND EQUITY | | | | | |
| Ending Fund Balance, June 30 (G10 - H7) | | | 586.27 | | |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| FEDERAL REVENUE | | | | | |
| Other Federal Revenue (incl. ARRA) | | 8290 | 0.00 | 0.00 | 0.0% |
| TOTAL, FEDERAL REVENUE | | | 0.00 | 0.00 | 0.0% |
| OTHER STATE REVENUE | | | | | |
| School Facilities Apportionments | | 8545 | 0.00 | 0.00 | 0.0% |
| Pass-Through Revenues from State Sources | | 8587 | 0.00 | 0.00 | 0.0% |
| All Other State Revenue | | 8590 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER STATE REVENUE | | | 0.00 | 0.00 | 0.0% |
| OTHER LOCAL REVENUE | | | | | |
| Sales | | | | | |
| Sale of Equipment/Supplies | | 8631 | 0.00 | 0.00 | 0.0% |
| Leases and Rentals | | 8650 | 0.00 | 0.00 | 0.0% |
| Interest | | 8660 | 0.00 | 0.00 | 0.0% |
| Net Increase (Decrease) in the Fair Value of Investments | | 8662 | 0.00 | 0.00 | 0.0% |
| Other Local Revenue | | | | | |
| All Other Local Revenue | | 8699 | 0.00 | 0.00 | 0.0% |
| All Other Transfers In from All Others | | 8799 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER LOCAL REVENUE | | | 0.00 | 0.00 | 0.0% |
| TOTAL, REVENUES | | | 0.00 | 0.00 | 0.0% |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| **CLASSIFIED SALARIES** | | | | | |
| Classified Support Salaries | | 2200 | 0.00 | 0.00 | 0.0% |
| Classified Supervisors' and Administrators' Salaries | | 2300 | 0.00 | 0.00 | 0.0% |
| Clerical, Technical and Office Salaries | | 2400 | 0.00 | 0.00 | 0.0% |
| Other Classified Salaries | | 2900 | 0.00 | 0.00 | 0.0% |
| TOTAL, CLASSIFIED SALARIES | | | 0.00 | 0.00 | 0.0% |
| **EMPLOYEE BENEFITS** | | | | | |
| STRS | | 3101-3102 | 0.00 | 0.00 | 0.0% |
| PERS | | 3201-3202 | 0.00 | 0.00 | 0.0% |
| OASDI/Medicare/Alternative | | 3301-3302 | 0.00 | 0.00 | 0.0% |
| Health and Welfare Benefits | | 3401-3402 | 0.00 | 0.00 | 0.0% |
| Unemployment Insurance | | 3501-3502 | 0.00 | 0.00 | 0.0% |
| Workers' Compensation | | 3601-3602 | 0.00 | 0.00 | 0.0% |
| OPEB, Allocated | | 3701-3702 | 0.00 | 0.00 | 0.0% |
| OPEB, Active Employees | | 3751-3752 | 0.00 | 0.00 | 0.0% |
| PERS Reduction | | 3801-3802 | 0.00 | 0.00 | 0.0% |
| Other Employee Benefits | | 3901-3902 | 0.00 | 0.00 | 0.0% |
| TOTAL, EMPLOYEE BENEFITS | | | 0.00 | 0.00 | 0.0% |
| **BOOKS AND SUPPLIES** | | | | | |
| Books and Other Reference Materials | | 4200 | 0.00 | 0.00 | 0.0% |
| Materials and Supplies | | 4300 | 0.00 | 0.00 | 0.0% |
| Noncapitalized Equipment | | 4400 | 0.00 | 0.00 | 0.0% |
| TOTAL, BOOKS AND SUPPLIES | | | 0.00 | 0.00 | 0.0% |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| SERVICES AND OTHER OPERATING EXPENDITURES | | | | | |
| Subagreements for Services | | 5100 | 0.00 | 0.00 | 0.0% |
| Travel and Conferences | | 5200 | 0.00 | 0.00 | 0.0% |
| Insurance | | 5400-5450 | 0.00 | 0.00 | 0.0% |
| Operations and Housekeeping Services | | 5500 | 0.00 | 0.00 | 0.0% |
| Rentals, Leases, Repairs, and Noncapitalized Improvements | | 5600 | 0.00 | 0.00 | 0.0% |
| Transfers of Direct Costs | | 5710 | 0.00 | 0.00 | 0.0% |
| Transfers of Direct Costs - Interfund | | 5750 | 0.00 | 0.00 | 0.0% |
| Professional/Consulting Services and Operating Expenditures | | 5800 | 0.00 | 0.00 | 0.0% |
| Communications | | 5900 | 0.00 | 0.00 | 0.0% |
| TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES | | | 0.00 | 0.00 | 0.0% |
| CAPITAL OUTLAY | | | | | |
| Land | | 6100 | 0.00 | 0.00 | 0.0% |
| Land Improvements | | 6170 | 0.00 | 0.00 | 0.0% |
| Buildings and Improvements of Buildings | | 6200 | 223,011.71 | 0.00 | -100.0% |
| Books and Media for New School Libraries or Major Expansion of School Libraries | | 6300 | 0.00 | 0.00 | 0.0% |
| Equipment | | 6400 | 0.00 | 0.00 | 0.0% |
| Equipment Replacement | | 6500 | 0.00 | 0.00 | 0.0% |
| TOTAL, CAPITAL OUTLAY | | | 223,011.71 | 0.00 | -100.0% |
| OTHER OUTGO (excluding Transfers of Indirect Costs) | | | | | |
| Other Transfers Out | | | | | |
| Transfers of Pass-Through Revenues To Districts or Charter Schools | | 7211 | 0.00 | 0.00 | 0.0% |
| To County Offices | | 7212 | 0.00 | 0.00 | 0.0% |
| To JPAs | | 7213 | 0.00 | 0.00 | 0.0% |
| All Other Transfers Out to All Others | | 7299 | 0.00 | 0.00 | 0.0% |
| Debt Service | | | | | |
| Debt Service - Interest | | 7438 | 0.00 | 0.00 | 0.0% |
| Other Debt Service - Principal | | 7439 | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs) | | | 0.00 | 0.00 | 0.0% |
| TOTAL, EXPENDITURES | | | 223,011.71 | 0.00 | -100.0% |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| INTERFUND TRANSFERS | | | | | |
| INTERFUND TRANSFERS IN | | | | | |
| To: State School Building Fund/ County School Facilities Fund From: All Other Funds | | 8913 | 0.00 | 0.00 | 0.0% |
| Other Authorized Interfund Transfers In | | 8919 | 0.00 | 0.00 | 0.0% |
| (a) TOTAL, INTERFUND TRANSFERS IN | | | 0.00 | 0.00 | 0.0% |
| INTERFUND TRANSFERS OUT | | | | | |
| Other Authorized Interfund Transfers Out | | 7619 | 0.00 | 0.00 | 0.0% |
| (b) TOTAL, INTERFUND TRANSFERS OUT | | | 0.00 | 0.00 | 0.0% |

| Description | Resource Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| OTHER SOURCES/USES | | | | | |
| SOURCES | | | | | |
| Proceeds | | | | | |
| Proceeds from Sale/Lease-Purchase of Land/Buildings | | 8953 | 0.00 | 0.00 | 0.0% |
| Other Sources | | | | | |
| Long-Term Debt Proceeds | | | | | |
| Proceeds from Certificates of Participation | | 8971 | 0.00 | 0.00 | 0.0% |
| Proceeds from Capital Leases | | 8972 | 0.00 | 0.00 | 0.0% |
| Proceeds from Lease Revenue Bonds | | 8973 | 0.00 | 0.00 | 0.0% |
| All Other Financing Sources | | 8979 | 0.00 | 0.00 | 0.0% |
| (c) TOTAL, SOURCES | | | 0.00 | 0.00 | 0.0% |
| CONTRIBUTIONS | | | | | |
| Contributions from Unrestricted Revenues | | 8980 | 0.00 | 0.00 | 0.0% |
| Contributions from Restricted Revenues | | 8990 | 0.00 | 0.00 | 0.0% |
| (e) TOTAL, CONTRIBUTIONS | | | 0.00 | 0.00 | 0.0% |
| TOTAL, OTHER FINANCING SOURCES/USES (a - b + c + e) | | | 0.00 | 0.00 | 0.0% |

| Description | Function Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| A. REVENUES | | | | | |
| 1) Revenue Limit Sources | | 8010-8099 | 0.00 | 0.00 | 0.0% |
| 2) Federal Revenue | | 8100-8299 | 0.00 | 0.00 | 0.0% |
| 3) Other State Revenue | | 8300-8599 | 0.00 | 0.00 | 0.0% |
| 4) Other Local Revenue | | 8600-8799 | 0.00 | 0.00 | 0.0% |
| 5) TOTAL, REVENUES | | | 0.00 | 0.00 | 0.0% |
| B. EXPENDITURES (Objects 1000-7999) | | | | | |
| 1) Instruction | 1000-1999 | | 0.00 | 0.00 | 0.0% |
| 2) Instruction - Related Services | 2000-2999 | | 0.00 | 0.00 | 0.0% |
| 3) Pupil Services | 3000-3999 | | 0.00 | 0.00 | 0.0% |
| 4) Ancillary Services | 4000-4999 | | 0.00 | 0.00 | 0.0% |
| 5) Community Services | 5000-5999 | | 0.00 | 0.00 | 0.0% |
| 6) Enterprise | 6000-6999 | | 0.00 | 0.00 | 0.0% |
| 7) General Administration | 7000-7999 | | 0.00 | 0.00 | 0.0% |
| 8) Plant Services | 8000-8999 | | 223,011.71 | 0.00 | -100.0% |
| 9) Other Outgo | 9000-9999 | Except 7600-7699 | 0.00 | 0.00 | 0.0% |
| 10) TOTAL, EXPENDITURES | | | 223,011.71 | 0.00 | -100.0% |
| C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10) | | | (223,011.71) | 0.00 | -100.0% |
| D. OTHER FINANCING SOURCES/USES | | | | | |
| 1) Interfund Transfers | | | | | |
| a) Transfers In | | 8900-8929 | 0.00 | 0.00 | 0.0% |
| b) Transfers Out | | 7600-7629 | 0.00 | 0.00 | 0.0% |
| 2) Other Sources/Uses | | | | | |
| a) Sources | | 8930-8979 | 0.00 | 0.00 | 0.0% |
| b) Uses | | 7630-7699 | 0.00 | 0.00 | 0.0% |
| 3) Contributions | | 8980-8999 | 0.00 | 0.00 | 0.0% |
| 4) TOTAL, OTHER FINANCING SOURCES/USES | | | 0.00 | 0.00 | 0.0% |

| Description | Function Codes | Object Codes | 2010-11 Estimated Actuals | 2011-12 Budget | Percent Difference |
|---|---|---|---|---|---|
| E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4) | | | (223,011.71) | 0.00 | -100.0% |
| F. FUND BALANCE, RESERVES | | | | | |
| 1) Beginning Fund Balance | | | | | |
| a) As of July 1 - Unaudited | | 9791 | 223,011.71 | 0.00 | -100.0% |
| b) Audit Adjustments | | 9793 | 0.00 | 0.00 | 0.0% |
| c) As of July 1 - Audited (F1a + F1b) | | | 223,011.71 | 0.00 | -100.0% |
| d) Other Restatements | | 9795 | 0.00 | 0.00 | 0.0% |
| e) Adjusted Beginning Balance (F1c + F1d) | | | 223,011.71 | 0.00 | -100.0% |
| 2) Ending Balance, June 30 (E + F1e) | | | 0.00 | 0.00 | 0.0% |
| Components of Ending Fund Balance (Actuals) | | | | | |
| a) Reserve for Revolving Cash | | 9711 | 0.00 | | |
| Stores | | 9712 | 0.00 | | |
| Prepaid Expenditures | | 9713 | 0.00 | | |
| All Others | | 9719 | 0.00 | | |
| General Reserve | | 9730 | 0.00 | | |
| Legally Restricted Balance | | 9740 | 0.00 | | |
| b) Designated Amounts | | | | | |
| Designated for Economic Uncertainties | | 9770 | 0.00 | | |
| Designated for the Unrealized Gains of Investments and Cash in County Treasury | | 9775 | 0.00 | | |
| Other Designations (by Resource/Object) | | 9780 | 0.00 | | |
| c) Undesignated Amount | | 9790 | 0.00 | | |
| d) Unappropriated Amount | | 9790 | | | |
| Components of Ending Fund Balance (Budget) | | | | | |
| a) Nonspendable | | | | | |
| Revolving Cash | | 9711 | | 0.00 | |
| Stores | | 9712 | | 0.00 | |
| Prepaid Expenditures | | 9713 | | 0.00 | |
| All Others | | 9719 | | 0.00 | |
| b) Restricted | | 9740 | | 0.00 | |
| c) Committed | | | | | |
| Stabilization Arrangements | | 9750 | | 0.00 | |
| Other Commitments (by Resource/Object) | | 9760 | | 0.00 | |
| d) Assigned | | | | | |
| Other Assignments (by Resource/Object) | | 9760 | | 0.00 | |
| e) Unassigned/Unappropriated | | | | | |
| Reserve for Economic Uncertainties | | 9789 | | 0.00 | |
| Unassigned/Unappropriated Amount | | 9790 | | 0.00 | |

| Resource | Description | 2010-11 Estimated Actuals | 2011-12 Budget |
|---|---|---|---|
| Total, Restricted Balance | | 0.00 | 0.00 |

| | Unaudited Balance July 1 | Audit Adjustments/ Restatements | Audited Balance July 1 | Increases | Decreases | Ending Balance June 30 |
|---|---|---|---|---|---|---|
| **Governmental Activities:** | | | | | | |
| Capital assets not being depreciated: | | | | | | |
| Land | | | 0.00 | | | 0.00 |
| Work in Progress | 2,289,959.00 | | 2,289,959.00 | 2,250,276.00 | | 4,540,235.00 |
| Total capital assets not being depreciated | 2,289,959.00 | 0.00 | 2,289,959.00 | 2,250,276.00 | 0.00 | 4,540,235.00 |
| Capital assets being depreciated: | | | | | | |
| Land Improvements | | | 0.00 | | | 0.00 |
| Buildings | 722,018.00 | | 722,018.00 | | | 722,018.00 |
| Equipment | 424,856.00 | | 424,856.00 | 7,906.00 | | 432,762.00 |
| Total capital assets being depreciated | 1,146,874.00 | 0.00 | 1,146,874.00 | 7,906.00 | 0.00 | 1,154,780.00 |
| Accumulated Depreciation for: | | | | | | |
| Land Improvements | | | 0.00 | | | 0.00 |
| Buildings | (448,674.00) | | (448,674.00) | | | (448,674.00) |
| Equipment | (236,029.00) | | (236,029.00) | | | (236,029.00) |
| Total accumulated depreciation | (684,703.00) | 0.00 | (684,703.00) | 0.00 | 0.00 | (684,703.00) |
| Total capital assets being depreciated, net | 462,171.00 | 0.00 | 462,171.00 | 7,906.00 | 0.00 | 470,077.00 |
| Governmental activity capital assets, net | 2,752,130.00 | 0.00 | 2,752,130.00 | 2,258,182.00 | 0.00 | 5,010,312.00 |
| **Business-Type Activities:** | | | | | | |
| Capital assets not being depreciated: | | | | | | |
| Land | | | 0.00 | | | 0.00 |
| Work in Progress | | | 0.00 | | | 0.00 |
| Total capital assets not being depreciated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Capital assets being depreciated: | | | | | | |
| Land Improvements | | | 0.00 | | | 0.00 |
| Buildings | | | 0.00 | | | 0.00 |
| Equipment | | | 0.00 | | | 0.00 |
| Total capital assets being depreciated | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Accumulated Depreciation for: | | | | | | |
| Land Improvements | | | 0.00 | | | 0.00 |
| Buildings | | | 0.00 | | | 0.00 |
| Equipment | | | 0.00 | | | 0.00 |
| Total accumulated depreciation | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total capital assets being depreciated, net | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Business-type activity capital assets, net | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| | Object | July | August | September | October | November | December |
|---|---|---|---|---|---|---|---|
| ESTIMATES THROUGH THE MONTH OF | JUNE | | | | | | |
| A. BEGINNING CASH | 9110 | 3,240,340.00 | 3,415,500.00 | 3,858,902.00 | 4,459,027.00 | 3,844,855.00 | 3,837,248.00 |
| B. RECEIPTS | | | | | | | |
| Revenue Limit Sources | | | | | | | |
| Property Taxes | 8020-8079 | | | | | | |
| Principal Apportionment | 8010-8019 | | | | | | |
| Miscellaneous Funds | 8080-8099 | | | | | | |
| Federal Revenue | 8100-8299 | | | | | | |
| Other State Revenue | 8300-8599 | | | | | | 30,000.00 |
| Other Local Revenue | 8600-8799 | 0.00 | 62,750.00 | 771,748.00 | 0.00 | 595,727.00 | 623,699.00 |
| Interfund Transfers In | 8910-8929 | | | | | | |
| All Other Financing Sources | 8930-8979 | | | | | | |
| Other Receipts/Non-Revenue | | | | | | | |
| TOTAL RECEIPTS | | 0.00 | 62,750.00 | 771,748.00 | 0.00 | 595,727.00 | 653,699.00 |
| C. DISBURSEMENTS | | | | | | | |
| Certificated Salaries | 1000-1999 | 45,540.00 | 45,540.00 | 285,135.00 | 285,135.00 | 285,135.00 | 285,135.00 |
| Classified Salaries | 2000-2999 | 87,438.00 | 87,438.00 | 87,438.00 | 87,438.00 | 87,438.00 | 87,438.00 |
| Employee Benefits | 3000-3999 | 58,732.00 | 58,732.00 | 58,732.00 | 58,732.00 | 58,732.00 | 58,732.00 |
| Books, Supplies and Services | 4000-5999 | 172,029.00 | 172,029.00 | 172,029.00 | 172,029.00 | 172,029.00 | 172,029.00 |
| Capital Outlay | 6000-6599 | | | | | | |
| Other Outgo | 7000-7499 | | | | 10,838.00 | | |
| Interfund Transfers Out | 7600-7629 | | | | | | |
| All Other Financing Uses | 7630-7699 | | | | | | |
| Other Disbursements/ Non Expenditures | | | | | | | |
| TOTAL DISBURSEMENTS | | 363,739.00 | 363,739.00 | 603,334.00 | 614,172.00 | 603,334.00 | 603,334.00 |
| D. PRIOR YEAR TRANSACTIONS | | | | | | | |
| Accounts Receivable | 9200 | 538,899.00 | 744,391.00 | 431,711.00 | | | |
| Accounts Payable | 9500 | | | | | | |
| TOTAL PRIOR YEAR TRANSACTIONS | | 538,899.00 | 744,391.00 | 431,711.00 | 0.00 | 0.00 | 0.00 |
| E. NET INCREASE/DECREASE (B - C + D) | | 175,160.00 | 443,402.00 | 600,125.00 | (614,172.00) | (7,607.00) | 50,365.00 |
| F. ENDING CASH (A + E) | | 3,415,500.00 | 3,858,902.00 | 4,459,027.00 | 3,844,855.00 | 3,837,248.00 | 3,887,613.00 |
| G. ENDING CASH, PLUS ACCRUALS | | | | | | | |

| | Object | January | February | March | April | May | June | Accruals | TOTAL |
|---|---|---|---|---|---|---|---|---|---|
| ESTIMATES THROUGH THE MONTH OF | JUNE | | | | | | | | |
| A. BEGINNING CASH | 9110 | 3,887,613.00 | 4,857,131.00 | 4,408,953.00 | 4,193,466.00 | 4,176,407.00 | 3,671,380.00 | | |
| B. RECEIPTS | | | | | | | | | |
| Revenue Limit Sources | | | | | | | | | |
| Property Taxes | 8020-8079 | | | | | | | 0.00 | 0.00 |
| Principal Apportionment | 8010-8019 | | | | | | | 0.00 | 0.00 |
| Miscellaneous Funds | 8080-8099 | | | | | | | 0.00 | 0.00 |
| Federal Revenue | 8100-8299 | | | | | | | 0.00 | 0.00 |
| Other State Revenue | 8300-8599 | | | 20,000.00 | | | 26,766.00 | 0.00 | 76,766.00 |
| Other Local Revenue | 8600-8799 | 1,572,852.00 | 155,156.00 | 367,847.00 | 586,275.00 | 98,306.00 | 6,250.00 | 1,695,247.00 | 6,535,857.00 |
| Interfund Transfers In | 8910-8929 | | | | | | | 0.00 | 0.00 |
| All Other Financing Sources | 8930-8979 | | | | | | | 0.00 | 0.00 |
| Other Receipts/Non-Revenue | | | | | | | | 0.00 | 0.00 |
| TOTAL RECEIPTS | | 1,572,852.00 | 155,156.00 | 387,847.00 | 586,275.00 | 98,306.00 | 33,016.00 | 1,695,247.00 | 6,612,623.00 |
| C. DISBURSEMENTS | | | | | | | | | |
| Certificated Salaries | 1000-1999 | 285,135.00 | 285,135.00 | 285,135.00 | 285,135.00 | 285,135.00 | 285,130.00 | 0.00 | 2,942,425.00 |
| Classified Salaries | 2000-2999 | 87,438.00 | 87,438.00 | 87,438.00 | 87,438.00 | 87,438.00 | 87,435.00 | 0.00 | 1,049,253.00 |
| Employee Benefits | 3000-3999 | 58,732.00 | 58,732.00 | 58,732.00 | 58,731.00 | 58,730.00 | 58,730.00 | 0.00 | 704,779.00 |
| Books, Supplies and Services | 4000-5999 | 172,029.00 | 172,029.00 | 172,029.00 | 172,030.00 | 172,030.00 | 172,030.00 | 0.00 | 2,064,351.00 |
| Capital Outlay | 6000-6599 | | | | | | | 0.00 | 0.00 |
| Other Outgo | 7000-7499 | | | | | | | 0.00 | 10,838.00 |
| Interfund Transfers Out | 7600-7629 | | | | | | | 0.00 | 0.00 |
| All Other Financing Uses | 7630-7699 | | | | | | | 0.00 | 0.00 |
| Other Disbursements/ Non Expenditures | | | | | | | | 0.00 | 0.00 |
| TOTAL DISBURSEMENTS | | 603,334.00 | 603,334.00 | 603,334.00 | 603,334.00 | 603,333.00 | 603,325.00 | 0.00 | 6,771,646.00 |
| D. PRIOR YEAR TRANSACTIONS | | | | | | | | | |
| Accounts Receivable | 9200 | | | | | | | 0.00 | 1,715,001.00 |
| Accounts Payable | 9500 | | | | | | | 0.00 | 0.00 |
| TOTAL PRIOR YEAR TRANSACTIONS | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,715,001.00 |
| E. NET INCREASE/DECREASE (B - C + D) | | 969,518.00 | (448,178.00) | (215,487.00) | (17,059.00) | (505,027.00) | (570,309.00) | 1,695,247.00 | 1,555,978.00 |
| F. ENDING CASH (A + E) | | 4,857,131.00 | 4,408,953.00 | 4,193,466.00 | 4,176,407.00 | 3,671,380.00 | 3,101,071.00 | | |
| G. ENDING CASH, PLUS ACCRUALS | | | | | | | | | 4,796,318.00 |

ANNUAL BUDGET REPORT:
July 1, 2011 Single Budget Adoption

This budget was developed using the state-adopted Criteria and Standards. It was filed and adopted subsequent to a public hearing by the JPA governing board. (Pursuant to Education Code sections 33129, 41023 and 42127)

Budget available for inspection at:

Place: Mission Valley ROP
Date: June 10, 2011

Public Hearing:

Place: Mission Valley ROP
Date: June 16, 2011
Time: 05:00 PM

Adoption Date: June 16, 2011

Signed: _____
Clerk/Secretary of the JPA Governing Board
(Original signature required)

Contact person for additional information on the budget reports:

Name: Marie dela Cruz
Telephone: 510-657-1865 x15145

Title: Director, Business Services
E-mail: mdelacruz@mvrop.org

## Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review (Form 01CS). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern for fiscal solvency purposes and should be carefully reviewed.

| CRITERIA AND STANDARDS | | | Met | Not Met |
|---|---|---|---|---|
| 1 | Average Daily Attendance | This criterion is not checked for JPAs. | n/a | |
| 2 | Enrollment | This criterion is not checked for JPAs. | n/a | |
| 3 | ADA to Enrollment | This criterion is not checked for JPAs. | n/a | |
| 4 | Revenue Limit | This criterion is not checked for JPAs. | n/a | |

| CRITERIA AND STANDARDS (continued) | | | Met | Not Met |
|---|---|---|---|---|
| 5 | Salaries and Benefits | Projected ratios of total salaries and benefits to total general fund expenditures are consistent with historical ratios for the budget and two subsequent fiscal years. | | X |
| 6a | Other Revenues | Projected operating revenues (e.g., federal, other state, and other local) are within the standard for the budget and two subsequent fiscal years. | X | |
| 6b | Other Expenditures | Projected operating expenditures (e.g., books and supplies, and services and other operating) are within the standard for the budget and two subsequent fiscal years. | X | |
| 7a | Deferred Maintenance | SBX3 4 (Chapter 12, Statutes of 2009) eliminates the local match requirement for Deferred Maintenance for a five-year period from 2008-09 through 2012-13. Therefore, this item has been inactivated for that period. | | |
| 7b | Ongoing and Major Maintenance Account | This criterion is not checked for JPAs. | n/a | |
| 8 | Deficit Spending | Deficit spending, if any, has not exceeded the standard for two or more of the last three fiscal years. | X | |
| 9 | Fund Balance | General fund beginning balance has not been overestimated by more than the standard for two or more of the last three fiscal years. | X | |
| 10 | Reserves | Projected available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the budget and two subsequent fiscal years. | X | |

| SUPPLEMENTAL INFORMATION | | | No | Yes |
|---|---|---|---|---|
| S1 | Contingent Liabilities | Are there known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget? | X | |
| S2 | Using One-time Revenues to Fund Ongoing Expenditures | Are there ongoing general fund expenditures in excess of one percent of the total general fund expenditures that are funded with one-time resources? | X | |
| S3 | Using Ongoing Revenues to Fund One-time Expenditures | Are there large non-recurring general fund expenditures that are funded with ongoing general fund revenues? | X | |
| S4 | Contingent Revenues | Are any projected revenues for the budget or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel tax, forest reserves)? | X | |
| S5 | Contributions | Have transfers to or from the general fund to cover operating deficits changed by more than the standard for the budget or two subsequent fiscal years? | X | |
| S6 | Long-term Commitments | Does the JPA have long-term (multiyear) commitments or debt agreements? | | X |
| | | • If yes, have annual payments for the budget or two subsequent fiscal years increased over prior year's (2010-11) annual payment? | | X |

| SUPPLEMENTAL INFORMATION (continued) | | | No | Yes |
|---|---|---|---|---|
| S7a | Postemployment Benefits Other than Pensions | Does the JPA provide postemployment benefits other than pensions (OPEB)? | | X |
| | | • If yes, are they lifetime benefits? | X | |
| | | • If yes, do benefits continue beyond age 65? | | X |
| | | • If yes, are benefits funded by pay-as-you-go? | | X |
| S7b | Other Self-insurance Benefits | Does the JPA provide other self-insurance benefits (e.g., workers' compensation)? | X | |
| S8 | Status of Labor Agreements | Are salary and benefit negotiations still open for: | | |
| | | • Certificated? (Section S8A, Line 1) | | X |
| | | • Classified? (Section S8B, Line 1) | | X |
| | | • Management/supervisor/confidential? (Section S8C, Line 1) | | X |

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

ANNUAL CERTIFICATION REGARDING SELF-INSURED WORKERS' COMPENSATION CLAIMS

Pursuant to EC Section 42141, if a joint powers agency is self-insured for workers' compensation claims, the director of the joint powers agency annually shall provide information to the governing board of the joint powers agency regarding the estimated accrued but unfunded cost of those claims. The governing board annually shall certify to the county superintendent of schools the amount of money, if any, that it has decided to reserve in its budget for the cost of those claims.

To the County Superintendent of Schools:

(___) Our JPA is self-insured for workers' compensation claims as defined in Education Code Section 42141(a):

| | |
|---|---|
| Total liabilities actuarially determined: | $ |
| Less: Amount of total liabilities reserved in budget: | $ |
| Estimated accrued but unfunded liabilities: | $ 0.00 |

(X) This joint powers agency is not self-insured for workers' compensation claims.

Signed _____
Clerk/Secretary of the Governing Board
(Original Signature Required)

Date of Meeting: Jun 16, 2011

For additional information on this certification, please contact:

Name: Marie dela Cruz

Title: Director of Business Services

Telephone: 510-657-1865 x15145

E-mail: mdelacruz@mvrop.org

| | Unaudited Balance July 1 | Audit Adjustments/ Restatements | Audited Balance July 1 | Increases | Decreases | Ending Balance June 30 | Amounts Due Within One Year |
|---|---|---|---|---|---|---|---|
| **Governmental Activities:** | | | | | | | |
| General Obligation Bonds Payable | | | 0.00 | | | 0.00 | |
| State School Building Loans Payable | | | 0.00 | | | 0.00 | |
| Certificates of Participation Payable | | | 0.00 | | | 0.00 | |
| Capital Leases Payable | 43,352.00 | | 43,352.00 | | 10,838.00 | 32,514.00 | |
| Lease Revenue Bonds Payable | | | 0.00 | | | 0.00 | |
| Other General Long-Term Debt | | | 0.00 | | | 0.00 | |
| Net OPEB Obligation | 23,705.00 | | 23,705.00 | | 12,986.00 | 10,719.00 | |
| Compensated Absences Payable | 159,234.00 | | 159,234.00 | | 15,770.00 | 143,464.00 | |
| Governmental activities long-term liabilities | 226,291.00 | 0.00 | 226,291.00 | 0.00 | 39,594.00 | 186,697.00 | 0.00 |
| **Business-Type Activities:** | | | | | | | |
| General Obligation Bonds Payable | | | 0.00 | | | 0.00 | |
| State School Building Loans Payable | | | 0.00 | | | 0.00 | |
| Certificates of Participation Payable | | | 0.00 | | | 0.00 | |
| Capital Leases Payable | | | 0.00 | | | 0.00 | |
| Lease Revenue Bonds Payable | | | 0.00 | | | 0.00 | |
| Other General Long-Term Debt | | | 0.00 | | | 0.00 | |
| Net OPEB Obligation | | | 0.00 | | | 0.00 | |
| Compensated Absences Payable | | | 0.00 | | | 0.00 | |
| Business-type activities long-term liabilities | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

**Part I - General Administrative Share of Plant Services Costs**

California's indirect cost plan allows that the general administrative costs in the indirect cost pool may include that portion of plant services costs (maintenance and operations costs and facilities rents and leases costs) attributable to the general administrative offices. The calculation of the plant services costs attributed to general administration and included in the pool is standardized and automated using the percentage of salaries and benefits relating to general administration as proxy for the percentage of square footage occupied by general administration.

**A. Salaries and Benefits - Other General Administration and Centralized Data Processing**

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702) (Functions 7200-7700, goals 0000 and 9000) — 307,663.00
2. Contracted general administrative positions not paid through payroll
   a. Enter the costs, if any, of general administrative positions performing services on site but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800.
   b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

**B. Salaries and Benefits - All Other Activities**

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702) (Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) — 4,393,717.40

**C. Percentage of Plant Services Costs Attributable to General Administration**

(Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) — 7.00%

**Part II - Adjustments for Employment Separation Costs**

When an employee separates from service, the local educational agency (LEA) may incur costs associated with the separation in addition to the employee's regular salary and benefits for the final pay period. These additional costs can be categorized as "normal" or "abnormal or mass" separation costs.

Normal separation costs include items such as pay for accumulated unused leave or routine severance pay authorized by governing board policy. Normal separation costs are not allowable as direct costs to federal programs, but are allowable as indirect costs. State programs may have similar restrictions. Where federal or state program guidelines required that the LEA charge an employee's normal separation costs to an unrestricted resource rather than to the restricted program in which the employee worked, the LEA may identify and enter these costs on Line A for inclusion in the indirect cost pool.

Abnormal or mass separation costs are those costs resulting from actions taken by an LEA to influence employees to terminate their employment earlier than they normally would have. Abnormal or mass separation costs include retirement incentives such as a Golden Handshake or severance packages negotiated to effect termination. Abnormal or mass separation costs may not be charged to federal programs as either direct costs or indirect costs. Where an LEA paid abnormal or mass separation costs on behalf of positions in general administrative functions included in the indirect cost pool, the LEA must identify and enter these costs on Line B for exclusion from the pool.

**A. Normal Separation Costs (optional)**

Enter any normal separation costs paid on behalf of employees of restricted state or federal programs that were charged to an unrestricted resource (0000-1999) in funds 01, 09, and 62 with functions 1000-6999 or 8100-8400 rather than to the restricted program. These costs will be moved in Part III from base costs to the indirect cost pool. Retain supporting documentation. — 0.00

**B. Abnormal or Mass Separation Costs (required)**

Enter any abnormal or mass separation costs paid on behalf of general administrative positions charged to unrestricted resources (0000-1999) in funds 01, 09, and 62 with functions 7200-7700. These costs will be moved in Part III from the indirect cost pool to base costs. If none, enter zero. — 0.00

**Part III - Indirect Cost Rate Calculation (Funds 01, 09, and 62, unless indicated otherwise)**

| | | |
|---|---|---|
| **A.** | **Indirect Costs** | |
| 1. | Other General Administration, less portion charged to restricted resources or specific goals (Functions 7200-7600, objects 1000-5999, minus Line B9) | 469,191.00 |
| 2. | Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10) | 182,008.00 |
| 3. | External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999) | 0.00 |
| 4. | Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000-5999) | 0.00 |
| 5. | Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C) | 35,460.25 |
| 6. | Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C) | 17,074.26 |
| 7. | Adjustment for Employment Separation Costs | |
| | a. Plus: Normal Separation Costs (Part II, Line A) | 0.00 |
| | b. Less: Abnormal or Mass Separation Costs (Part II, Line B) | 0.00 |
| 8. | Total Indirect Costs (Lines A1 through A7a, minus Line A7b) | 703,733.51 |
| 9. | Carry-Forward Adjustment (Part IV, Line F) | 0.00 |
| 10. | Total Adjusted Indirect Costs (Line A8 plus Line A9) | 703,733.51 |
| **B.** | **Base Costs** | |
| 1. | Instruction (Functions 1000-1999, objects 1000-5999 except 5100) | 4,038,567.11 |
| 2. | Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100) | 1,034,068.00 |
| 3. | Pupil Services (Functions 3000-3999, objects 1000-5999 except 5100) | 202,955.00 |
| 4. | Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100) | 0.00 |
| 5. | Community Services (Functions 5000-5999, objects 1000-5999 except 5100) | 0.00 |
| 6. | Enterprise (Function 6000, objects 1000-5999 except 5100) | 0.00 |
| 7. | Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4) | 282,064.00 |
| 8. | External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000-5999, minus Part III, Line A3) | 0.00 |
| 9. | Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999) | 0.00 |
| 10. | Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999) | 0.00 |
| 11. | Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5) | 471,114.75 |
| 12. | Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6) | 226,843.74 |
| 13. | Adjustment for Employment Separation Costs | |
| | a. Less: Normal Separation Costs (Part II, Line A) | 0.00 |
| | b. Plus: Abnormal or Mass Separation Costs (Part II, Line B) | 0.00 |
| 14. | Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100) | 0.00 |
| 15. | Child Development (Fund 12, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100) | 0.00 |
| 16. | Cafeteria (Funds 13 and 61, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100) | 0.00 |
| 17. | Foundation (Funds 19 and 57, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100) | 0.00 |
| 18. | Total Base Costs (Lines B1 through B12 and Lines B13b through B17, minus Line B13a) | 6,255,612.60 |
| **C.** | **Straight Indirect Cost Percentage Before Carry-Forward Adjustment (For information only - not for use when claiming/recovering indirect costs)** (Line A8 divided by Line B18) | 11.25% |
| **D.** | **Preliminary Proposed Indirect Cost Rate (For final approved fixed-with-carry-forward rate for use in 2012-13 see www.cde.ca.gov/fg/ac/ic)** (Line A10 divided by Line B18) | 11.25% |

**Part IV - Carry-forward Adjustment**

The carry-forward adjustment is an after-the-fact adjustment for the difference between indirect costs recoverable using the indirect cost rate approved for use in a given year, and the actual indirect costs incurred in that year. The carry-forward adjustment eliminates the need for LEAs to file amended federal reports when their actual indirect costs vary from the estimated indirect costs on which the approved rate was based.

Where the ratio of indirect costs incurred in the current year is less than the estimated ratio of indirect costs on which the approved rate for use in the current year was based, the carry-forward adjustment is limited by using either the approved rate times current year base costs, or the highest rate actually used to recover costs from any program times current year base costs, if the highest rate used was less than the approved rate. Rates used to recover costs from programs are displayed in Exhibit A.

| | | |
|---|---|---|
| **A.** | **Indirect costs incurred in the current year (Part III, Line A8)** | 703,733.51 |
| **B.** | **Carry-forward adjustment from prior year(s)** | |
| 1. | Carry-forward adjustment from the second prior year | 0.00 |
| 2. | Carry-forward adjustment amount deferred from prior year(s), if any | 0.00 |
| **C.** | **Carry-forward adjustment for under- or over-recovery in the current year** | |
| 1. | Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (0%) times Part III, Line B18); zero if negative | 0.00 |
| 2. | Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (0%) times Part III, Line B18) or (the highest rate used to recover costs from any program (0%) times Part III, Line B18); zero if positive | 0.00 |
| **D.** | **Preliminary carry-forward adjustment (Line C1 or C2)** | 0.00 |

**E. Optional allocation of negative carry-forward adjustment over more than one year**

Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.

| | | |
|---|---|---|
| Option 1. | Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation: | not applicable |
| Option 2. | Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years: | not applicable |
| Option 3. | Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years: | not applicable |
| | LEA request for Option 1, Option 2, or Option 3 | 1 |

| | | |
|---|---|---|
| **F.** | **Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)** | 0.00 |

Approved indirect cost rate: 0.00%
Highest rate used in any program: 0.00%

| Fund | Resource | Eligible Expenditures (Objects 1000-5999 except Object 5100) | Indirect Costs Charged (Objects 7310 and 7350) | Rate Used |
|---|---|---|---|---|

| Description | Object Codes | 2011-12 Budget (Form 01) (A) | % Change (Cols. C-A/A) (B) | 2012-13 Projection (C) | % Change (Cols. E-C/C) (D) | 2013-14 Projection (E) |
|---|---|---|---|---|---|---|
| A. REVENUES AND OTHER FINANCING SOURCES (Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted) | | | | | | |
| 1. Revenue Limit Sources | 8010-8099 | | | | | |
| 2. Federal Revenues | 8100-8299 | 0.00 | 0.00% | 0.00 | 0.00% | 0.00 |
| 3. Other State Revenues | 8300-8599 | 76,766.00 | 0.39% | 77,068.00 | 0.91% | 77,770.00 |
| 4. Other Local Revenues | 8600-8799 | 6,535,857.00 | 2.55% | 6,702,661.00 | 2.16% | 6,847,156.00 |
| 5. Other Financing Sources | 8900-8999 | 0.00 | 0.00% | 0.00 | 0.00% | 0.00 |
| 6. Total (Sum lines A1 thru A5) | | 6,612,623.00 | 2.53% | 6,779,729.00 | 2.14% | 6,924,926.00 |
| B. EXPENDITURES AND OTHER FINANCING USES (Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted) | | | | | | |
| 1. Certificated Salaries | | | | | | |
| a. Base Salaries | | | | 2,942,425.00 | | 3,030,698.00 |
| b. Step & Column Adjustment | | | | 88,273.00 | | 90,921.00 |
| c. Cost-of-Living Adjustment | | | | 0.00 | | |
| d. Other Adjustments | | | | | | |
| e. Total Certificated Salaries (Sum lines B1a thru B1d) | 1000-1999 | 2,942,425.00 | 3.00% | 3,030,698.00 | 3.00% | 3,121,619.00 |
| 2. Classified Salaries | | | | | | |
| a. Base Salaries | | | | 1,049,253.00 | | 1,080,731.00 |
| b. Step & Column Adjustment | | | | 31,478.00 | | 32,422.00 |
| c. Cost-of-Living Adjustment | | | | 0.00 | | 0.00 |
| d. Other Adjustments | | | | | | |
| e. Total Classified Salaries (Sum lines B2a thru B2d) | 2000-2999 | 1,049,253.00 | 3.00% | 1,080,731.00 | 3.00% | 1,113,153.00 |
| 3. Employee Benefits | 3000-3999 | 704,779.00 | 4.80% | 738,621.00 | 3.00% | 760,779.00 |
| 4. Books and Supplies | 4000-4999 | 448,847.00 | 0.00% | 448,847.00 | 0.00% | 448,847.00 |
| 5. Services and Other Operating Expenditures | 5000-5999 | 1,615,504.00 | 2.70% | 1,659,123.00 | 3.10% | 1,710,555.00 |
| 6. Capital Outlay | 6000-6999 | 0.00 | 0.00% | | 0.00% | |
| 7. Other Outgo (excluding Transfers of Indirect Costs) | 7100-7299, 7400-7499 | 10,838.00 | 0.00% | 10,838.00 | 0.00% | 10,838.00 |
| 8. Other Outgo - Transfers of Indirect Costs | 7300-7399 | 0.00 | 0.00% | | 0.00% | |
| 9. Other Financing Uses | 7600-7699 | 0.00 | 0.00% | | 0.00% | |
| 10. Other Adjustments (Explain in Section G below) | | | | | | |
| 11. Total (Sum lines B1 thru B10) | | 6,771,646.00 | 2.91% | 6,968,858.00 | 2.83% | 7,165,791.00 |
| C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11) | | (159,023.00) | | (189,129.00) | | (240,865.00) |
| D. FUND BALANCE | | | | | | |
| 1. Net Beginning Fund Balance (Form 01, line F1e) | | 4,137,145.36 | | 3,978,122.36 | | 3,788,993.36 |
| 2. Ending Fund Balance (Sum lines C and D1) | | 3,978,122.36 | | 3,788,993.36 | | 3,548,128.36 |
| 3. Components of Ending Fund Balance (Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted) | | | | | | |
| a. Nonspendable | 9710-9719 | 7,500.00 | | 7,500.00 | | 7,500.00 |
| b. Restricted | 9740 | 127,476.51 | | 127,476.51 | | 127,476.51 |
| c. Committed | | | | | | |
| 1. Stabilization Arrangements | 9750 | 0.00 | | | | |
| 2. Other Commitments | 9760 | 0.00 | | | | |
| d. Assigned | 9780 | 3,158,430.96 | | 3,152,453.00 | | 3,152,453.00 |
| e. Unassigned/Unappropriated | | | | | | |
| 1. Reserve for Economic Uncertainties | 9789 | 684,714.89 | | 501,563.85 | | 260,698.85 |
| 2. Unassigned/Unappropriated | 9790 | 0.00 | | 0.00 | | 0.00 |
| f. Total Components of Ending Fund Balance (Line D3f must agree with line D2) | | 3,978,122.36 | | 3,788,993.36 | | 3,548,128.36 |

| Description | Object Codes | 2011-12 Budget (Form 01) (A) | % Change (Cols. C-A/A) (B) | 2012-13 Projection (C) | % Change (Cols. E-C/C) (D) | 2013-14 Projection (E) |
|---|---|---|---|---|---|---|
| E. AVAILABLE RESERVES | | | | | | |
| 1. General Fund | | | | | | |
| a. Stabilization Arrangements | 9750 | 0.00 | | 0.00 | | 0.00 |
| b. Reserve for Economic Uncertainties | 9789 | 684,714.89 | | 501,563.85 | | 260,698.85 |
| c. Unassigned/Unappropriated | 9790 | 0.00 | | 0.00 | | 0.00 |
| d. Negative Restricted Ending Balances | | | | | | |
| (Negative resources 2000-9999) (Enter projections) | 979Z | | | 0.00 | | 0.00 |
| (Enter reserve projections in Columns C and E for subsequent years 1 and 2. - Column A is extracted.) | | | | | | |
| 2. Special Reserve Fund - Noncapital Outlay (Fund 17) | | | | | | |
| a. Stabilization Arrangements | 9750 | | | | | |
| b. Reserve for Economic Uncertainties | 9789 | | | | | |
| c. Unassigned/Unappropriated | 9790 | | | | | |
| 3. Total Available Reserves - by Amount (Sum lines E1a thru E2c) | | 684,714.89 | | 501,563.85 | | 260,698.85 |
| 4. Total Available Reserves - by Percent (Line E3 divided by Line F2) | | 10.11% | | 7.20% | | 3.64% |
| F. RECOMMENDED RESERVES | | | | | | |
| 1. JPA ADA | | | | | | |
| Used to determine the reserve standard percentage level on Line F5 | | | | | | |
| (Enter ADA for current and two subsequent years, if applicable) | | 1,500.00 | | 1,500.00 | | 1,500.00 |
| 2. Total Expenditures and Other Financing Uses (Line B11) | | 6,771,646.00 | | 6,968,858.00 | | 7,165,791.00 |
| 3. Less: Special Education Pass-through | | | | | | |
| (Not applicable for JPAs) | | N/A | | N/A | | N/A |
| 4. Sub-Total (Line F2 minus F3) | | 6,771,646.00 | | 6,968,858.00 | | 7,165,791.00 |
| 5. Reserve Standard Percentage Level | | | | | | |
| (Refer to Form 01CS, Criterion 10 for calculation details) | | 3% | | 3% | | 3% |
| 6. Reserve Standard - By Percent (Line F4 times F5) | | 203,149.38 | | 209,065.74 | | 214,973.73 |
| 7. Reserve Standard - By Amount | | | | | | |
| (Refer to Form 01CS, Criterion 10 for calculation details) | | 0.00 | | 0.00 | | 0.00 |
| 8. Reserve Standard (Greater of Line F6 or F7) | | 203,149.38 | | 209,065.74 | | 214,973.73 |
| 9. Available Reserves (Line E3) Meet the Reserve Standard (Line F8) | | YES | | YES | | YES |

G. ASSUMPTIONS

Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.

Assumptions: 2012-13: 3.2% COLA. 3% step and column increase to salaries; 2013-14: 2.7% COLA, 3% step and column increase to salaries

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July 1 Budget (Single Adoption)
2011-12 Budget
Technical Review Checks

Mission Valley ROC/P Alameda County

Following is a chart of the various types of technical review checks and related requirements:

F - Fatal (Data must be corrected; an explanation is not allowed)
W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)
O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

## IMPORT CHECKS

CHECKFUND - (F) - All FUND codes must be valid. PASSED

CHECKRESOURCE - (W) - All RESOURCE codes must be valid. PASSED

CHK-RS-LOCAL-DEFINED - (F) - All locally defined resource codes must roll up to a CDE defined resource code. PASSED

CHECKGOAL - (F) - All GOAL codes must be valid. PASSED

CHECKFUNCTION - (F) - All FUNCTION codes must be valid. PASSED

CHECKOBJECT - (F) - All OBJECT codes must be valid. PASSED

CHK-FUNDxOBJECT - (F) - All FUND and OBJECT account code combinations must be valid. PASSED

CHK-FUNDxRESOURCE - (W) - All FUND and RESOURCE account code combinations should be valid. PASSED

CHK-FUNDxGOAL - (W) - All FUND and GOAL account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-A - (W) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-B - (F) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. PASSED

CHK-RESOURCExOBJECTA - (W) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid. PASSED

CHK-RESOURCExOBJECTB - (O) - All RESOURCE and OBJECT (objects 9791, 9793, and 9795) account code combinations should be valid. PASSED

CHK-FUNCTIONxOBJECT - (F) - All FUNCTION and OBJECT account code combinations must be valid. PASSED

CHK-GOALxFUNCTION-A - (F) - Goal and function account code combinations (all

goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: Functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. PASSED

CHK-GOALxFUNCTION-B - (F) - General administration costs (functions 7200-7999, except 7210) must be direct-charged to an Undistributed, Nonagency, or County Services to Districts goal (Goal 0000, 7100-7199, or 8600-8699). PASSED

SPECIAL-ED-GOAL - (F) - Special Education revenue and expenditure transactions (resources 3300-3405, 6500-6540, and 7240, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. PASSED

## GENERAL LEDGER CHECKS

INTERFD-DIR-COST - (F) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. PASSED

INTERFD-INDIRECT - (F) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. PASSED

INTERFD-INDIRECT-FN - (F) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. PASSED

INTERFD-IN-OUT - (F) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629). PASSED

INTRAFD-DIR-COST - (F) - Transfers of Direct Costs (Object 5710) must net to zero by fund. PASSED

INTRAFD-INDIRECT - (F) - Transfers of Indirect Costs (Object 7310) must net to zero by fund. PASSED

INTRAFD-INDIRECT-FN - (F) - Transfers of Indirect Costs (Object 7310) must net to zero by function. PASSED

CONTRIB-UNREST-REV - (F) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund. PASSED

CONTRIB-RESTR-REV - (F) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund. PASSED

RESTR-BAL-TRANSFER - (F) - Transfers of Restricted Balances (Object 8997) must net to zero. PASSED

LOTTERY-CONTRIB - (F) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300). PASSED

PASS-THRU-REV=EXP - (W) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for resources 3327 and 3328), by resource. PASSED

SE-PASS-THRU-REVENUE - (W) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area. PASSED

EXCESS-ASSIGN-REU - (F) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 73). PASSED

UNASSIGNED-NEGATIVE - (F) - Unassigned/Unappropriated balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 73. PASSED

EFB-POSITIVE - (W) - All ending fund balances (Object 979Z) should be positive by resource, by fund. PASSED

OBJ-POSITIVE - (W) - All applicable objects should have a positive balance by resource, by fund. PASSED

REV-POSITIVE - (W) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund. PASSED

EXP-POSITIVE - (W) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund. PASSED

CEFB-POSITIVE - (F) - Components of Ending Fund Balance/Net Assets (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund. PASSED

## SUPPLEMENTAL CHECKS

CS-EXPLANATIONS - (W) - Explanations must be provided in the Criteria and Standards Review (Form 01CS) for all criteria and for supplemental information items S1 through S6 where the standard has not been met or where the status is Not Met or Yes. PASSED

CS-YES-NO - (W) - Supplemental information items and additional fiscal indicator items in the Criteria and Standards Review (Form 01CS) must be answered Yes or No, where applicable, for the form to be complete. PASSED

## EXPORT CHECKS

BUDGET-CERT-PROVIDE - (F) - Budget Certification (Form CB) must be provided. PASSED

WK-COMP-CERT-PROVIDE - (F) - Workers' Compensation Certification (Form CC) must be provided. PASSED

CS-PROVIDE - (F) - The Criteria and Standards Review (Form 01CS) has been provided. PASSED

MYP-PROVIDE - (W) - A Multiyear Projection Worksheet must be provided with your Budget. (Note: LEAs may use a multiyear projection worksheet other than Form MYP, with approval of their reviewing agency, as long as it provides current year and at least two subsequent fiscal years, and separately projects unrestricted resources, restricted resources, and combined total resources.) PASSED

CHK-UNBALANCED-A - (W) - Unbalanced and/or incomplete data in any of the forms should be corrected before an official export is completed. PASSED

CHK-UNBALANCED-B - (F) - Unbalanced and/or incomplete data in any of the forms must be corrected before an official export can be completed. PASSED

CHK-DEPENDENCY - (F) - If data have changed that affect other forms, the affected forms must be opened and saved. PASSED

Checks Completed.

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6/3/2011 3:43:43 PM 01-40402-0000000

July 1 Budget (Single Adoption)
2010-11 Estimated Actuals
Technical Review Checks

Mission Valley ROC/P Alameda County

Following is a chart of the various types of technical review checks and related requirements:

F - Fatal (Data must be corrected; an explanation is not allowed)
W/WC - Warning/Warning with Calculation (If data are not correct, correct the data; if data are correct an explanation is required)
O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

## IMPORT CHECKS

CHECKFUND - (F) - All FUND codes must be valid. PASSED

CHECKRESOURCE - (W) - All RESOURCE codes must be valid. PASSED

CHK-RS-LOCAL-DEFINED - (F) - All locally defined resource codes must roll up to a CDE defined resource code. PASSED

CHECKGOAL - (F) - All GOAL codes must be valid. PASSED

CHECKFUNCTION - (F) - All FUNCTION codes must be valid. PASSED

CHECKOBJECT - (F) - All OBJECT codes must be valid. PASSED

CHK-FUNDxOBJECT - (F) - All FUND and OBJECT account code combinations must be valid. PASSED

CHK-FUNDxRESOURCE - (W) - All FUND and RESOURCE account code combinations should be valid. PASSED

CHK-FUNDxGOAL - (W) - All FUND and GOAL account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-A - (W) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-B - (F) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. PASSED

CHK-RESOURCExOBJECTA - (W) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid. PASSED

CHK-RESOURCExOBJECTB - (O) - All RESOURCE and OBJECT (objects 9791, 9793, and 9795) account code combinations should be valid. PASSED

CHK-FUNCTIONxOBJECT - (F) - All FUNCTION and OBJECT account code combinations must be valid. PASSED

CHK-GOALxFUNCTION-A - (F) - Goal and function account code combinations (all

goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: Functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. PASSED

CHK-GOALxFUNCTION-B - (F) - General administration costs (functions 7200-7999, except 7210) must be direct-charged to an Undistributed, Nonagency, or County Services to Districts goal (Goal 0000, 7100-7199, or 8600-8699). PASSED

SPECIAL-ED-GOAL - (F) - Special Education revenue and expenditure transactions (resources 3300-3405, 6500-6540, and 7240, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. PASSED

PY-EFB=CY-BFB - (F) - Prior year ending fund balance (preloaded from last year's unaudited actuals submission) must equal current year beginning fund balance (Object 9791). PASSED

PY-EFB=CY-BFB-RES - (F) - Prior year ending balance (preloaded from last year's unaudited actuals submission) must equal current year beginning balance (Object 9791), by fund and resource. PASSED

## GENERAL LEDGER CHECKS

INTERFD-DIR-COST - (F) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. PASSED

INTERFD-INDIRECT - (F) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. PASSED

INTERFD-INDIRECT-FN - (F) - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. PASSED

INTERFD-IN-OUT - (F) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629). PASSED

DUE-FROM=DUE-TO - (F) - Due from Other Funds (Object 9310) must equal Due to Other Funds (Object 9610). PASSED

INTRAFD-DIR-COST - (F) - Transfers of Direct Costs (Object 5710) must net to zero by fund. PASSED

INTRAFD-INDIRECT - (F) - Transfers of Indirect Costs (Object 7310) must net to zero by fund. PASSED

INTRAFD-INDIRECT-FN - (F) - Transfers of Indirect Costs (Object 7310) must net to zero by function. PASSED

CONTRIB-UNREST-REV - (F) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund. PASSED

CONTRIB-RESTR-REV - (F) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund. PASSED

RESTR-BAL-TRANSFER - (F) - Transfers of Restricted Balances (Object 8997) must net to zero. PASSED

LOTTERY-CONTRIB - (F) - There should be no contributions (objects 8980-8999)

to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300). PASSED

PASS-THRU-REV=EXP - (W) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for resources 3327 and 3328), by resource. PASSED

EXCESS-DESIGNATIONSA - (F) - Legally restricted and other designation amounts reported in objects 9740 through 9780 should not create a negative undesignated/unappropriated balance (Object 9790) by fund and resource (for all funds except Fund 67). PASSED

EXCESS-DESIGNATIONSB - (W) - Legally restricted and other designation amounts reported in Fund 67, Self-Insurance Fund, objects 9740 through 9780, with rare exceptions should not create a negative undesignated/unappropriated balance (Object 9790) by resource. PASSED

EFB-POSITIVE - (W) - All ending fund balances (Object 979Z) should be positive by resource, by fund. PASSED

OBJ-POSITIVE - (W) - All applicable objects should have a positive balance by resource, by fund. PASSED

REV-POSITIVE - (W) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund. PASSED

EXP-POSITIVE - (W) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund. PASSED

AR-AP-POSITIVE - (W) - Accounts Receivable (Object 9200), Due from Other Funds (Object 9310), Accounts Payable (Object 9500), and Due to Other Funds (Object 9610) should have a positive balance by resource, by fund. PASSED

CEFB-POSITIVE - (F) - Components of Ending Fund Balance/Net Assets (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund. PASSED

## SUPPLEMENTAL CHECKS

ASSET-ACCUM-DEPR-NEG - (F) - In Form ASSET, accumulated depreciation for governmental and business-type activities must be zero or negative. PASSED

DEBT-ACTIVITY - (O) - If long-term debt exists, there should be activity entered in the Schedule of Long-Term Liabilities (Form DEBT) for each type of debt. PASSED

DEBT-POSITIVE - (F) - In Form DEBT, long-term liability ending balances must be positive. PASSED

## EXPORT CHECKS

CHK-UNBALANCED-A - (W) - Unbalanced and/or incomplete data in any of the forms should be corrected before an official export is completed. PASSED

CHK-UNBALANCED-B - (F) - Unbalanced and/or incomplete data in any of the forms must be corrected before an official export can be completed. PASSED

CHK-DEPENDENCY - (F) - If data have changed that affect other forms, the affected forms must be opened and saved. PASSED

Checks Completed.

Fund: 01 General Fund
Resource: 0000 Unrestricted

| Description | Object | 2010-11 Estimated Actuals |
|---|---|---|
| **Ending Fund Balance** | 979Z | 3,670,078.89 |
| | | |
| **Components of Ending Fund Balance** | | |
| **Reserved Amounts** | | |
| Revolving Cash | 9711 | 7,500.00 |
| Stores | 9712 | 0.00 |
| Prepaid Expenditures | 9713 | 1,377.33 |
| All Others | 9719 | 0.00 |
| General Reserve | 9730 | 0.00 |
| **Legally Restricted Balances** | 9740 | 0.00 |
| | | |
| **Designated Amounts** | | |
| Designated for Economic Uncertainties | 9770 | 683,337.56 |
| Designated for Unrealized Gains of Investments and Cash in County Treasury | 9775 | 0.00 |
| Other Designations: | 9780 | 2,977,864.00 |
| Retiree Benefits (OPEB) | 9780 | *150,000.00* |
| Facilities, Prop 1D Project K4 | 9780 | *598,542.00* |
| Facilities, Prop 1D Conitngencies | 9780 | *188,566.00* |
| Equipment Reserves | 9780 | *703,000.00* |
| Building Repairs/Improvements | 9780 | *762,000.00* |
| Local Income Carryover 08-9 | 9780 | *165,000.00* |
| Local Income Carryover 09-10 | 9780 | *410,756.00* |
| | | |
| Undesignated/Unappropriated | 9790 | 0.00 |

| Fund: 01 General Fund<br>Resource: 1100 Lottery: Unrestricted | | |
|---|---|---|
| **Description** | **Object** | **2010-11 Estimated Actuals** |
| **Ending Fund Balance** | 979Z | 339,589.96 |
| | | |
| **Components of Ending Fund Balance** | | |
| **Reserved Amounts** | | |
| Revolving Cash | 9711 | 0.00 |
| Stores | 9712 | 0.00 |
| Prepaid Expenditures | 9713 | 0.00 |
| All Others | 9719 | 0.00 |
| General Reserve | 9730 | 0.00 |
| **Legally Restricted Balances** | 9740 | 0.00 |
| | | |
| **Designated Amounts** | | |
| Designated for Economic Uncertainties | 9770 | 0.00 |
| Designated for Unrealized Gains of Investments and Cash in County Treasury | 9775 | 0.00 |
| Other Designations: | 9780 | 339,589.96 |
| Lottery Carryover, Unrestricted | 9780 | *339,589.96* |
| | | |
| Undesignated/Unappropriated | 9790 | 0.00 |

**Fund: 01 General Fund**
**Resource: 6300 Lottery: Instructional Materials**

| Description | Object | 2010-11 Estimated Actuals |
|---|---|---|
| **Ending Fund Balance** | 979Z | 43,096.92 |
| | | |
| **Components of Ending Fund Balance** | | |
| **Reserved Amounts** | | |
| Revolving Cash | 9711 | 0.00 |
| Stores | 9712 | 0.00 |
| Prepaid Expenditures | 9713 | 0.00 |
| All Others | 9719 | 0.00 |
| General Reserve | 9730 | 0.00 |
| **Legally Restricted Balances** | 9740 | 43,096.92 |
| | | |
| **Designated Amounts** | | |
| Designated for Economic Uncertainties | 9770 | 0.00 |
| Designated for Unrealized Gains of Investments and Cash in County Treasury | 9775 | 0.00 |
| Other Designations: | 9780 | 0.00 |
| | | |
| Undesignated/Unappropriated | 9790 | 0.00 |

| Fund: 01 General Fund<br>Resource: 6355 ROC/P: Training & Certification for Community Care (Dept Develop Service) | | |
|---|---|---|
| **Description** | **Object** | **2010-11 Estimated Actuals** |
| **Ending Fund Balance** | 979Z | 84,379.59 |
| | | |
| **Components of Ending Fund Balance** | | |
| **Reserved Amounts** | | |
| Revolving Cash | 9711 | 0.00 |
| Stores | 9712 | 0.00 |
| Prepaid Expenditures | 9713 | 0.00 |
| All Others | 9719 | 0.00 |
| General Reserve | 9730 | 0.00 |
| **Legally Restricted Balances** | 9740 | 84,379.59 |
| | | |
| **Designated Amounts** | | |
| Designated for Economic Uncertainties | 9770 | 0.00 |
| Designated for Unrealized Gains of Investments and Cash in County Treasury | 9775 | 0.00 |
| Other Designations: | 9780 | 0.00 |
| | | |
| Undesignated/Unappropriated | 9790 | 0.00 |

**Fund: 01 General Fund**
**Resource: 0000 Unrestricted**

| Description | Object | 2011-12 Budget |
|---|---|---|
| **Ending Fund Balance** | 979Z | 3,511,055.89 |
| | | |
| **Components of Ending Fund Balance** | | |
| **Nonspendable** | | |
| Revolving Cash | 9711 | 7,500.00 |
| Stores | 9712 | 0.00 |
| Prepaid Expenditures | 9713 | 0.00 |
| All Others | 9719 | 0.00 |
| | | |
| **Restricted** | 9740 | 0.00 |
| | | |
| **Committed** | | |
| Stabilization Arrangements | 9750 | 0.00 |
| Other Commitments: | 9760 | 0.00 |
| **Assigned** | | |
| Other Assignments: | 9780 | 2,818,841.00 |
| Facilities, Prop 1D Project, K4 | 9780 | *598,542.00* |
| Facilities, Prop 1D Projects, Contingencies | 9780 | *188,566.00* |
| Equipment Reserve | 9780 | *703,000.00* |
| Building Repairs/Improvements | 9780 | *762,000.00* |
| Retiree Benefits (OPEB) | 9780 | *150,000.00* |
| Local Income Carryover | 9780 | *416,733.00* |
| | | |
| **Unassigned/Unappropriated** | | |
| Reserve for Economic Uncertainties | 9789 | 684,714.89 |
| Unassigned/Unappropriated | 9790 | 0.00 |

**Fund: 01 General Fund**
**Resource: 1100 Lottery: Unrestricted**

| Description | Object | 2011-12 Budget |
|---|---|---|
| **Ending Fund Balance** | 979Z | 339,589.96 |
| | | |
| **Components of Ending Fund Balance** | | |
| **Nonspendable** | | |
| Revolving Cash | 9711 | 0.00 |
| Stores | 9712 | 0.00 |
| Prepaid Expenditures | 9713 | 0.00 |
| All Others | 9719 | 0.00 |
| | | |
| **Restricted** | 9740 | 0.00 |
| | | |
| **Committed** | | |
| Stabilization Arrangements | 9750 | 0.00 |
| Other Commitments: | 9760 | 0.00 |
| **Assigned** | | |
| Other Assignments: | 9780 | 339,589.96 |
| Lottery Carryover, Unrestricted | 9780 | *339,589.96* |
| | | |
| **Unassigned/Unappropriated** | | |
| Reserve for Economic Uncertainties | 9789 | 0.00 |
| Unassigned/Unappropriated | 9790 | 0.00 |

Fund: 01 General Fund
Resource: 6300 Lottery: Instructional Materials

| Description | Object | 2011-12 Budget |
|---|---|---|
| **Ending Fund Balance** | 979Z | 43,096.92 |
| | | |
| **Components of Ending Fund Balance** | | |
| **Nonspendable** | | |
| Revolving Cash | 9711 | 0.00 |
| Stores | 9712 | 0.00 |
| Prepaid Expenditures | 9713 | 0.00 |
| All Others | 9719 | 0.00 |
| | | |
| **Restricted** | 9740 | 43,096.92 |
| | | |
| **Committed** | | |
| Stabilization Arrangements | 9750 | 0.00 |
| Other Commitments: | 9760 | 0.00 |
| **Assigned** | | |
| Other Assignments: | 9780 | 0.00 |
| | | |
| **Unassigned/Unappropriated** | | |
| Reserve for Economic Uncertainties | 9789 | 0.00 |
| Unassigned/Unappropriated | 9790 | 0.00 |

| Fund: 01 General Fund<br>Resource: 6355 ROC/P: Training & Certification for Community Care (Dept Develop Service) | | |
|---|---|---|
| **Description** | **Object** | **2011-12 Budget** |
| **Ending Fund Balance** | 979Z | 84,379.59 |
| | | |
| **Components of Ending Fund Balance** | | |
| **Nonspendable** | | |
| Revolving Cash | 9711 | 0.00 |
| Stores | 9712 | 0.00 |
| Prepaid Expenditures | 9713 | 0.00 |
| All Others | 9719 | 0.00 |
| | | |
| **Restricted** | 9740 | 84,379.59 |
| | | |
| **Committed** | | |
| Stabilization Arrangements | 9750 | 0.00 |
| Other Commitments: | 9760 | 0.00 |
| **Assigned** | | |
| Other Assignments: | 9780 | 0.00 |
| | | |
| **Unassigned/Unappropriated** | | |
| Reserve for Economic Uncertainties | 9789 | 0.00 |
| Unassigned/Unappropriated | 9790 | 0.00 |

ACCOUNT CLASSIFICATIONS SELECTED

| | Fd | Resr | Y | Goal | Fnct | Objt | Sch | CCtr |
|---|---|---|---|---|---|---|---|---|
| 1. | 81- | ????- | ?- | ???? | -???? | -???? | -??? | -???? |
| 2. | - | - | - | - | - | - | - | - |
| 3. | - | - | - | - | - | - | - | - |
| 4. | - | - | - | - | - | - | - | - |
| 5. | - | - | - | - | - | - | - | - |
| 6. | - | - | - | - | - | - | - | - |
| 7. | - | - | - | - | - | - | - | - |
| 8. | - | - | - | - | - | - | - | - |
| 9. | - | - | - | - | - | - | - | - |
| 10. | - | - | - | - | - | - | - | - |

FIELD RANGES SELECTED

| FI | RANGE |
|---|---|

Sort/Rollup Digit: Fund\0
Page break on field:
By details: Object (Format 1 OBJECT )
Show pennies: No Suppress lines with zeros in all columns: Yes
Lines per page: 63 Blank lines between each detail: 0
80 Column mode: No Replace Fiscal year with:
Year for Acct format: 12 Sort detail lines by: Alpha
Include accounts?(Open/Closed/Both): Both

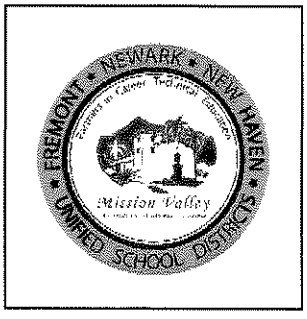
| | * Column 1 * | * Column 2 * | * Column 3 * | * Column 4 * | * Column 5 * | * Column 6 * | * Column 7 * |
|---|---|---|---|---|---|---|---|
| Column Title1: | ** Blank ** | ** Blank ** | ** Blank ** | ** Blank ** | ** Blank ** | ** Blank ** | ** Blank ** |
| Column Title2: | Budget | Actuals | Budget | Actuals | Budget | Actuals | Budget |
| Fiscal Year: | 2011 | 2011 | 2012 | | | | |
| Data Source: | Working | G Ledger | Budget Dev M:81 | | | | |
| Amount Types: | Budget | Actuals | Budget | | | | |
| Print Detail: | No | No | No | | | | |
| If Zero Print: | Blanks | Blanks | Blanks | Blanks | Blanks | Blanks | Blanks |
| Calc column: | None | None | None | None | None | None | None |
| Rest/Unr/Both: | Both | Both | Both | | | | |
| Suppress Line: | No | No | No | No | No | No | No |

Fund :81 MISSION VALLEY ROP

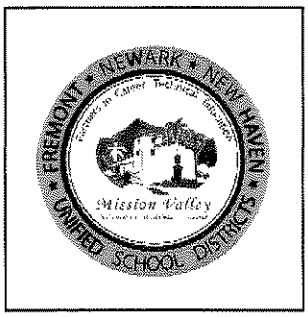
| | | 2010-2011 Budget | 2010-2011 Actuals | 2011-2012 Budget | Actuals | Budget | Actuals | Budget |
|---|---|---|---|---|---|---|---|---|
| 8590 | ALL OTHER STATE REVENUE | 332,608 | 289,781 | 76,766 | | | | |
| 8661 | INTEREST | 50,000 | 15,442 | 25,000 | | | | |
| 8689 | ALL OTHER FEES & CONTRACTS | 400,320 | 287,993 | 251,000 | | | | |
| 8699 | ALL OTHER LOCAL REVENUE | 30,098 | 31,647 | | | | | |
| 8781 | ALL OTH TSFR FROM DISTRICTS | 6,258,228 | 3,855,493 | 6,259,857 | | | | |
| TOTAL: 8xxx | | 7,071,254 | 4,480,356 | 6,612,623 | | | | |
| 1105 | CERT TEACHER SALARY | 2,410,194 | 1,797,070 | 2,320,945 | | | | |
| 1130 | CERT TEACHER SUB SALARY | 70,410 | 62,852 | 75,000 | | | | |
| 1305 | CERT SUPERVISOR/ADMINISTRATOR | 521,436 | 479,293 | 546,480 | | | | |
| TOTAL: 1xxx | | 3,002,040 | 2,339,214 | 2,942,425 | | | | |
| 2105 | CL INSTRUCTIONAL AIDE SALARY | 12,914 | | 25,804 | | | | |
| 2130 | CL INSTRUCTIONAL AIDE SUB | 9,140 | 14,828 | 5,000 | | | | |
| 2205 | CLASS SUPPORT SALARY | 156,452 | 142,008 | 169,595 | | | | |
| 2225 | CLASS SUPPORT SALARY OVERTIME | 5,000 | 220 | 5,000 | | | | |
| 2230 | CLASS SUPPORT SALARY SUB | 5,000 | | 5,000 | | | | |
| 2305 | CLASS SUPERVISOR/ADMIN SALARY | 292,965 | 271,017 | 305,802 | | | | |
| 2405 | CLASS CLERICAL/OFFICE SALARY | 502,588 | 417,596 | 484,205 | | | | |
| 2430 | CLASS CLERICAL/OFFICE SUB | 1,776 | 2,079 | 2,000 | | | | |
| 2905 | OTHER CLASS SALARY | 61,610 | 36,101 | 46,847 | | | | |
| TOTAL: 2xxx | | 1,047,445 | 883,849 | 1,049,253 | | | | |
| 3111 | CERTIFICATED STRS | 238,846 | 204,004 | 233,606 | | | | |
| 3112 | CLASSIFIED STRS | 7,312 | 6,709 | 7,618 | | | | |
| 3211 | CERTIFICATED PERS | 11,292 | 13,256 | 12,107 | | | | |
| 3212 | CLAS PUBLIC EMP RETIREMT SYS | 96,705 | 81,173 | 98,394 | | | | |
| 3311 | CERTIFICATED OASDI/MED/ALTER | 43,508 | 40,878 | 42,666 | | | | |
| 3312 | CLASSIFIED OASDI/MED/ALTER | 72,772 | 55,507 | 74,533 | | | | |
| 3411 | CERTIFICATED HEALTH&WELFARE | 30,005 | 21,770 | 29,424 | | | | |
| 3412 | CLASSIFIED HEALTH&WELFARE | 9,994 | 8,768 | 9,874 | | | | |
| 3511 | CERTIFICATED SUI | 20,147 | 16,822 | 46,662 | | | | |
| 3512 | CLASSIFIED SUI | 8,510 | 6,363 | 16,650 | | | | |
| 3611 | CERTIFICATED WORKERS COMP | 84,913 | 61,521 | 67,030 | | | | |
| 3612 | CLASSIFIED WORKERS COMP | 27,891 | 23,245 | 23,994 | | | | |
| 3711 | CERT RETIREE BENEFITS | 53,921 | 13,097 | 31,046 | | | | |
| 3712 | CLASS RETIREE BENEFITS | 10,070 | 285 | 10,675 | | | | |
| 3751 | CERT ACTIVE EMP RETIREE BENEFI | | 3,151 | | | | | |
| 3752 | CLAS ACTIVE EMP RETIREE BENEFI | | 550 | 500 | | | | |
| 3911 | CERT OTHER BENEFITS | | 137 | | | | | |
| TOTAL: 3xxx | | 715,886 | 557,237 | 704,779 | | | | |
| 4110 | APRV TEXTBKS & CORE CURR MATL | 77,449 | 16,124 | 46,516 | | | | |
| 4210 | BOOKS & OTHER REFERENCE MATL | 11,724 | 1,698 | | | | | |
| 4310 | MATERIALS & SUPPLIES | 271,204 | 154,649 | 347,331 | | | | |
| 4333 | DIESEL/GASOLINE | 1,139 | 2,258 | 2,000 | | | | |
| 4410 | NONCAPITALIZED EQUIPMENT | 87,527 | 85,966 | 53,000 | | | | |
| TOTAL: 4xxx | | 449,043 | 260,696 | 448,847 | | | | |
| 5210 | TRAVEL AND CONFERENCE | 37,112 | 27,224 | 13,300 | | | | |
| 5310 | DUES AND MEMBERSHIPS | 8,500 | 7,158 | 9,000 | | | | |
| 5453 | LIABILITY INSURANCE | 75,782 | 75,782 | 80,000 | | | | |
| 5515 | DISPOSAL SERVICES | 22,218 | 14,143 | 22,000 | | | | |
| 5517 | RECYCLING | 2,000 | 1,737 | 2,000 | | | | |
| 5522 | ELECTRICITY | 135,000 | 100,258 | 130,000 | | | | |

Fund :81 MISSION VALLEY ROP

| | | 2010-2011 Budget | 2010-2011 Actuals | 2011-2012 Budget | Actuals | Budget | Actuals | Budget |
|---|---|---|---|---|---|---|---|---|
| 5524 | GAS | 17,000 | 5,542 | 10,000 | | | | |
| 5556 | SEWAGE | 2,000 | 201 | 2,000 | | | | |
| 5558 | WATER | 5,000 | 1,607 | 5,000 | | | | |
| 5624 | RENTALS-FACILITY | 243,918 | 243,918 | 252,455 | | | | |
| 5671 | REPAIRS,CONTRACTED-BLDG,GNDS | 20,000 | 2,212 | 20,000 | | | | |
| 5675 | RENTALS,REPAIRS,CONTRACTED-EQP | 69,514 | 42,919 | 66,500 | | | | |
| 5810 | LEGAL ADVERTISING | 1,500 | | 1,500 | | | | |
| 5812 | NON-LEGAL ADVERTISING | 5,000 | 2,343 | 5,000 | | | | |
| 5818 | ASSESSMENTS AND FEES | 2,000 | 790 | 2,000 | | | | |
| 5820 | AUDIT EXPENSES | 15,500 | 1,480 | 18,000 | | | | |
| 5822 | BANK FEES | 15,000 | 7,576 | 15,000 | | | | |
| 5825 | CONSULTANTS | 10,000 | | 8,000 | | | | |
| 5830 | OTHER CONTRACTED SERVICES | 737,729 | 525,007 | 721,490 | | | | |
| 5838 | FINGERPRINTING/BACKGROUND CK | 6,500 | 4,033 | 2,000 | | | | |
| 5845 | LEGAL EXPENSE | 2,000 | | 2,000 | | | | |
| 5846 | LICENSING AGREEMENTS | 97,835 | 15,953 | 63,086 | | | | |
| 5870 | PRINTING | 29,700 | 8,423 | 12,000 | | | | |
| 5880 | TRANSPORTATION-CONTRACTED | 141,950 | 114,996 | 135,000 | | | | |
| 5910 | POSTAGE/MAILING SERVICES | 22,900 | 1,348 | 2,900 | | | | |
| 5930 | TELEPHONE | 19,500 | 4,480 | 9,413 | | | | |
| 5935 | CELL PHONE | 6,100 | 5,147 | 5,860 | | | | |
| TOTAL: 5xxx | | 1,751,258 | 1,214,277 | 1,615,504 | | | | |
| 6211 | PERMANENT CONSTRUCTION | 206,955 | 425,839 | | | | | |
| 6219 | PERMANENT CONSTR CHANGE ORDERS | 250,070 | 338,671 | | | | | |
| 6221 | ARCHITECT/ENGINEERING FEES | 21,958 | 30,406 | | | | | |
| 6229 | ARCH/ENGIN FEES CHANGE ORDERS | 442 | 488 | | | | | |
| 6231 | DSA PLAN CHECK FEES | 9,937 | 9,937 | | | | | |
| 6255 | ADMINISTRATIVE COSTS | 24 | 177 | | | | | |
| 6261 | CONSTRUCTION MANAGEMENT | 75,844 | 105,642 | | | | | |
| 6271 | PLANNING OTHER COSTS | 11,913 | 18,849 | | | | | |
| 6275 | CONSTRUCTION OTHER COSTS | 89,933 | 94,031 | | | | | |
| 6281 | CONSTRUCTION TESTING | 8,032 | 7,980 | | | | | |
| 6291 | INSPECTION | 31,940 | 41,858 | | | | | |
| 6410 | CAPITALIZED EQUIPMENT | 39,250 | 7,906 | | | | | |
| TOTAL: 6xxx | | 746,298 | 1,081,784 | | | | | |
| 7438 | DEBT SERVICE INTEREST | 3,634 | 3,634 | 3,634 | | | | |
| 7439 | DEBT SERVICE PRINCIPAL | 7,204 | 7,204 | 7,204 | | | | |
| TOTAL: 7xxx | | 10,838 | 10,838 | 10,838 | | | | |
| *TOTAL:0000-7999 | | 7,722,808 | 6,347,895 | 6,771,646 | | | | |
| **TOTAL:0000-7999 | | 7,722,808 | 6,347,895 | 6,771,646 | | | | |
| **TOTAL:8000-8999 | | 7,071,254 | 4,480,356 | 6,612,623 | | | | |




# Board of Education




# Board of Education #1

| | |
|---|---|
| X | Information |
| X | Action |
| | Presentation |

**MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM**
**BOARD OF EDUCATION**

**AGENDA ITEM**
**Board of Education #1**

**Date of Board Meeting:** **June 16, 2011**

**TITLE: Revised First Reading of Fund Balance Policy (Board Policy BP 3105)**
**Resolution #25-1011 Establish Fund Balance Policies as Required by GASB 54**

---

**Background:**
The Governing Council requested that Mission Valley ROP research and develop a reserve policy. Upon review of Mission Valley ROP and district board policies, it was determined that a reserve policy did not exist. Research of public and private agencies did not yield example policies or language related to the reserve policy.

The First Reading of Board Policy (BP) 3105 for Reserves and Fund Balance was presented to the Governing Council on November 18, 2009 and a revised first reading on April 22, 2010.

**Current Status:**
The Governmental Accounting Standards Board (GASB) has issued Statement 54 (GASB 54), Fund Balance Reporting and Governmental Fund Type Definitions, that considerably alters the categories and terminology used to describe the components that compose fund balance. These changes are intended to enhance how fund balance information is reported and to improve its usefulness by establishing new fund balance classifications that are easier for users to understand and apply. The new standard also clarifies the definitions of certain governmental funds.

**NEW Fund Balance Classifications**
GASB 54 implements a five-tier fund balance classification hierarchy that depicts the extent to which a government is bound by spending constraints imposed on the use of its resources. The five classifications (presented in more detail in BP 3105) are:

- Nonspendable
- Restricted
- Committed
- Assigned
- Unassigned

GASB 54 is effective for financial statements for fiscal year 2010–11.

Board Policy BP 3105 incorporates the requirements of GASB 54 and establishes a Fund Balance Policy.

**Recommendation:**

Staff recommends approval of Resolution #25-1011 to establish fund balance policies as required by GASB 54 and review revised first reading of Fund Balance Policy (BP3105).

| Marie dela Cruz | Business Services | Charles Brown |
|---|---|---|
| Staff Contact | Department | Superintendent, Mission Valley ROP |

**RESOLUTION TO ESTABLISH FUND BALANCE POLICIES**
**AS REQUIRED BY GASB 54**
**#25-1011**

At a regular meeting of the Mission Valley ROP Governing Council held on June 16, 2011, on a motion made by _____ and seconded by _____, the Board adopts the following resolution:

**WHEREAS,** the Governmental Accounting Standards Board (GASB) has adopted Statement Number 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions,* that is effective in fiscal year 2010-2011, and

**WHEREAS,** Mission Valley ROP wishes to comply with GASB 54 as required beginning with the current July 1, 2010 – June 30, 2011 fiscal year;

**NOW THEREFORE BE IT RESOLVED** that the Governing Council hereby adopts Resolution #25-1011 to comply with GASB 54 as required beginning with the fiscal year July1, 2010-June 30, 2011 and to adopt a Fund Balance Policy (BP 3105) at the next regular meeting to be held in September 2011.

The above Resolution is adopted this 16th day of July 2011 at Alameda County, State of California.

Ayes: _____

Nays: _____

Abstain: _____

Clerk of the Governing Council:_____

~~Reserves/Fund Balance for Economic Uncertainties~~

~~The Board shall establish and maintain a reserve for economic uncertainty that meets or exceeds the requirements of 5 CCR 15443 15455. In the event of a fiscal emergency, the minimum reserve may be lowered to meet county and state requirements pursuant to AB1200.~~

~~The minimum reserve for economic uncertainties shall be 3% of total expenditures per California Code of Regulations, Title 5 CCR 15455.~~

~~The reserve for economic uncertainties may be accumulated and budgeted beyond the minimum required 3% in order to meet an amount necessary for cash flow needs and state revenue limit deferrals. This amount may be designated up to 15% of total expenditures.~~

~~The combined ending balances of the reserve for economic uncertainties, the designated reserves, except the capital outlay and equipment replacement reserve account, and the unappropriated fund balance shall not exceed fifteen (15) percent of the total expenditures for the current fiscal year (EC 52321).~~

## A. Fund Balance Policy

The ROP hereby establishes and will maintain reservations of Fund Balance, as defined herein, in accordance with Governmental Accounting and Financial Standards Board Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. This Policy shall only apply to the ROP's governmental funds. Fund Balance shall be composed of nonspendable, restricted, committed, assigned and unassigned amounts.

Fund Balance information is used to identify the available resources to repay long-term debt, reduce property taxes, add new governmental programs, expand existing ones, or enhance the financial position of the ROP, in accordance with policies established by the Governing Board.

## B. Definitions

**Fund Balance** – refers to the difference between assets and fund liabilities in the governmental funds balance sheet and is referred to as fund equity.

**Non-Spendable Fund Balance** – Amounts that are not in a spendable form (such as inventory) or are required to be maintained intact (principal of an endowment fund, for example).

**Restricted Fund Balance** – Amounts that can be spent only for the specific purposes stipulated by external resource providers (such as grantors), or enabling legislation. Restrictions may be changed or lifted only with the consent of the resource providers.

**Committed Fund Balance** – Amounts that can be used only for the specific purposes determined by a formal action of the ROP's highest level of decision making authority. Commitments may be changed or lifted only by the Governing Board taking the same formal action that imposed the constraint originally.

**Assigned Fund Balance** – Amounts the ROP intends to use for a specific purpose.

**Unassigned Fund Balance** – The residual classification for the general fund and includes amounts that are not contained in the other classifications. Unassigned amounts are the portion of fund balance which is not obligated or specifically designated and is available for any purpose.

## C. Classification of Fund Balance

When expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available, restricted fund balance is considered to have been spent first.

When expenditures are incurred for purposes for which amounts in any of unrestricted fund balance classifications can be used, committed amounts should be reduced first, followed by assigned amounts and then unassigned amounts.

The fund balances of the ROP's governmental funds include but are not limited to:

**Nonspendable Fund Balance**

a. Stores

The stores fund balance is established to indicate those amounts relating to inventories that are not in spendable form.

b. Prepaid and Revolving Cash

The prepaid and revolving cash fund balance is established to indicate those amounts relating to prepaids and deposits that are not in spendable form.

**Restricted Fund Balance**

a. Unspent balances of restricted state and federal grants including restricted Proposition 20 lottery funds and the Direct Support Professionals Training program.

**Committed Fund Balance**

The Governing Board hereby establishes the following committed fund balance:

The ROP has not established any committed fund balances.

**Assigned Fund Balance**

a. Carry Forward

The carry forward fund balance is identified by the Director of Business Services at the close of each fiscal year, subject to approval of Governing Board, and is comprised of the ROP and program carry forwards.

ROP Carry Forward – funds identified in the annual budget (and any revisions thereto) to provide for differences, if any, between budgeted revenues and expenditures.

Program Carry Forward – funds for which appropriations have been made in previous fiscal years that have been approved by the Director of Business Services to be carried forward to subsequent fiscal years, subject to Governing Board approval.

b. Capital Outlay

The Capital Outlay fund balance is established to indicate those amounts relating to specified facilities projects and equipment replacement reserve accounts, subject to Governing Board approval.

**D. Authority to Assign**

The Director of Business Services shall have authority to assign amounts of fund balance to a specific purpose; however, before expenditure, amounts must be appropriated by the Governing Board.

**E. Minimum Level of Unassigned Fund Balance**

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 3 percent of General Fund expenditures and other financing uses.

**F. Annual Review and Determination of Fund Balance Reserve Amounts**

Compliance with the provisions of this policy shall be reviewed, presented and discussed as part of the Unaudited Actuals Financial Reporting process and presentation to Governing Board, and the amounts of nonspendable, restricted, committed, assigned and unassigned fund balances shall be reported.

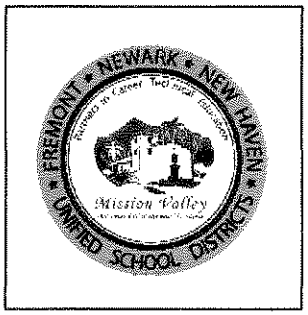
**G. Additional Information, Requirements and Responsibilities**

It will be the responsibility of the Superintendent to keep this policy current and up-to-date.

Legal References:

AB1200
Education Code
33127 Development of standards and criteria for local budgets and expenditures
33128 Standards and criteria
33129 Standards and criteria; use by local agencies
52321 Regional Occupational Center/Program Ending Balance
California Code of Regulations
Title 5, 5 CCR ~~15443~~ 15455
GASB 54 Fund Balance Reporting and Governmental Fund Type Definitions

First Reading: 11/18/09
Revised First Reading: 4/22/10
Revised First Reading: 6/16/11




# Board of Education #2

**Mission Valley ROP**
Governing Council Meeting Schedule
2011/2012 School Year

The Governing Council meets at 5 p.m. on the third Thursday of the month (when not conflicting with a school holiday) in the MVROP Board Room. Dates to be considered for the beginning of the 2011/2012 school year are as follows:

- **Thursday, September 22, 2011**
- **Thursday, October 20, 2011**
- **Thursday, December 15, 2011**

| | |
|---|---|
| MVROP Governing Council | 3rd Thursday |
| Fremont Unified School District | 2nd, 4th Wednesday |
| New Haven Unified School District | 1st, 3rd Tuesday |
| Newark Unified School District | 1st, 3rd Tuesday |

# End of Board Packet