

COLUSA UNIFIED SCHOOL DISTRICT

745 Tenth Street

Colusa, CA 95932

(530) 458-7791 FAX (530) 458-4030

AGENDA

Board of Trustees Regular Meeting DISTRICT OFFICE CONFERENCE ROOM

February 10, 2015

6:00 p.m. Open Session with Closed Session to Follow

**PUBLIC COPY OF BOARD PACKET IS AVAILABLE FOR INSPECTION
AT THE CUSD DISTRICT OFFICE LOCATED AT 745 TENTH ST., COLUSA**

All meetings of the Governing Board are open to the general public, with the exception of the Closed Sessions, which are held to consider those items specifically exempt under the Ralph M. Brown Act. Anyone planning to attend a meeting who has a disability and needs special assistance should call the Superintendent's Office, 458-7791, at least 3 days in advance to make special arrangements.

Spanish translation is available at Regular Session Board Meetings. To arrange for translation services, please call the Superintendent's Office, 458-7791, at least 3 days in advance. [Se ofrece traducción en Español para la junta regular de la mesa directiva. Para solicitar servicios de traducción al español, por favor llame a la Oficina del Superintendente, al 458-7791, con 3 días de anticipación por lo menos.]

6:00 P.M. OPEN SESSION

A. Call to Order

B. Pledge of Allegiance

C. Hearing of Public for items on the Agenda

The Board encourages public comment concerning any item of importance and will recognize requests to speak before the item is discussed or voted upon. To assure your right to address any action item, please notify the Superintendent's Office of your desire to speak by noon of the day prior to the Board Meeting. Those requesting to address the Board in advance will be granted up to five minutes to speak. Others will be limited to a total of three minutes.

D. Hearing of Public for items not on the Agenda

The Board encourages public comment concerning any item of importance and will recognize requests to speak on items not appearing on the Agenda. Speakers should be aware that the board may not be prepared to comment on the issues they raise, but may request those items to be properly agendaized for inclusion in the discussions at a future meeting. Those requesting to address the Board in advance will be granted up to five minutes to speak. Others will be limited to a total of three minutes.

E. Reports:

1. Student's Report

2. Recognitions & Celebrations

3. President's Report

a. Board of Trustee Time – *this is the time for individual Trustees to report on their Committee's activities and to specify any items they would like to see on the agenda for the next meeting*

1. CRAF – Charles Yerxa

2. Friends of Music – Terry Bressler

3. Friends of Ag – Kelli Griffith-Garcia & Kathie Whitesell

4. SELPA – Terry Bressler

5. Grounds – Lincoln Forry & Terry Bressler

4. Superintendent's Report

a. Improving Achievement (*standing item*)

1. LCAP Progress Update

a. Schedule Board Retreat

2. Summer School Planning

- b. Management (*standing item*)
 - 1. Modernization Projects Update
 - 2. Crosswalk Safety Update
 - 3. SELPA Update
 - 4. Staff Retirement Dinner
- c. Budget (*standing item*)
 - 1. Zero Based Budgeting
 - 2. Enrollment
- 5. Principal's Report (*standing item*) – Home School (Darren Brown)
- F. CSEA (California School Employees Assn.) Representative's Report
- G. CEA (Colusa Educators Association) Representative's Report
- H. Information/Discussion/Possible Action Items
 - 1. Government Financial Strategies presentation on selling General Obligation Bonds
 - 2. FBLA Sections Information – Request for District Assistance
 - 3. Consider approval for buyout of SELPA Modular Lease \$12,500.00
 - 4. Consider approval of Capital Program Management Services Agreement
 - 5. Consider approval of SELPA Support Agreement
 - 6. Consider approval of Revised Frontier Internet Subscription Contract
 - 7. Consider approval of Board Policies and Administrative Regulations:
 - a. Second Reading and possible adoption of BP 0420 – School Plans/Site Councils
 - b. Second Reading and possible adoption of AR 0420 – School Plans/Site Councils
 - c. Second Reading and possible adoption of AR 0520.2 – Title I Program Improvement Schools
 - d. Second Reading and possible adoption of BP 1431 – Waivers
 - e. Second Reading and possible adoption of BP 3311 – Bids
 - f. Second Reading and possible adoption of AR 3311 – Bids
 - g. Second Reading and possible adoption of BP 3350 – Travel Expenses
 - h. Second Reading and possible adoption of AR 3514 – Environmental Safety
 - i. Second Reading and possible adoption of AR 3542 – School Bus Drivers
 - j. Second Reading and possible adoption of BP 4112.42, 4212.42, 4312.42 – Drug & Alcohol Testing for School Bus Drivers
 - k. Second Reading and possible adoption of AR 4112.42, 4212.42, 4312.42 – Drug & Alcohol Testing for School Bus Drivers
 - l. Second Reading and possible adoption of AR 4161.11, 4261.11, 4361.11 – Industrial Accident/Illness Leave
 - m. Second Reading and possible adoption of AR 4161.8, 4261.8, 4361.8 – Family Care & Medical Leave
 - n. Second Reading and possible adoption of AR 5111.2 – Nonresident Foreign Students
 - o. Second Reading and possible adoption of BP 5131.61 – Drug Testing
 - p. Second Reading and possible adoption of BP 5141.27 – Food Allergies/Special Dietary Needs
 - q. Second Reading and possible adoption of AR 5141.27 – Food Allergies/Special Dietary Needs
 - r. Second Reading and possible adoption of BP 6144 – Controversial Issues
 - s. Second Reading and possible adoption of BP 6162.6 – Use of Copyrighted Materials

- t. Second Reading and possible adoption of AR 6162.6 – Use of Copyrighted Materials
- u. Second Reading and possible adoption of BB 9010 – Public Statements
- v. Second Reading and possible adoption of BB 9250 – Remuneration, Reimbursement & Other Benefits

I. Motion to Approve Items on the Consent Action Agenda

- 1. Consider Approval of Consent Agenda: Regular and Customary Business Items:
 - a. Minutes of January 20, 2015 Regular Board Meeting
 - b. Minutes of January 21, 2015 Special Board Meeting
 - c. Minutes of January 29, 2015 Special Board Meeting
 - d. January Payroll
 - e. Personnel Assignment Order #2014-2015 #7
 - f. Budget Revision
 - g. 2nd Interim Budget Report
 - h. Consolidated Application
 - i. Associated Student Body Fund
 - j. Approval of travel to NYC for Thomas Critchfield and Alec Schantz to play at Carnegie Hall from February 18, 2015 – February 23, 2015
 - k. Warrants: Batch # 26-27

J. Hearing of Public for Matters on Closed Session Agenda

K. Adjourn to Closed Session to consider and/or take action upon any of the following items:

- 1. Student Matters:
 - a. Out-of-School Suspensions
 - b. Inter-District Transfers
- 2. Personnel Matters:
 - a. Public Employment
 - 1. New Hires 2014/2015
 - b. Public Employee Discipline/Dismissal/Release/Resignations
 - 1. Recommendation of Probationary Teacher non-reelection in accordance with California Education Code provisions including, but not limited to §44929.21 and §44954
- 3. Negotiations:
 - a. Instructions to District Negotiators (*Executive Session of School Board and its designated representatives for the purpose of discussing its position regarding matters within the scope of representation and instructing its designated representatives.*)

L. Adjournment of the Meeting

AGREEMENT

between

Colusa Unified School District

and

Capital Program Management, Inc.

for

**Facilities Planning, Construction Management
and Owner's Representative Services**



1 Colusa Unified School District

2
3 Agreement for Facilities Planning, Construction Management
4 and Owner's Representative Services

5
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1 **Colusa Unified School District**

2
3 **Agreement for Facilities Planning, Construction Management**
4 **and Owner's Representative Services**
5
6
7

8 THIS AGREEMENT, made in three copies on February 10, 2015 by and between Colusa
9 Unified School District, Colusa County, California, hereinafter called the "Owner", and Capital
10 Program Management, Inc., hereinafter called the "Program Manager" or the "PM".
11

12 The Owner desires to retain the PM to provide Program Management Services including
13 facilities planning, construction management and Owner's Representative services for the
14 Program, as defined herein.
15

16 **ARTICLE 1: DEFINITIONS**
17

18 A. OWNER (District): The Colusa Unified School District.
19

20 B. CONTRACTOR: The person or person(s), partnership, or corporation who has
21 entered into an agreement with the Owner to construct the Project(s).
22

23 C. DESIGN PROFESSIONAL (A-E): The organization or individual providing those
24 professional design services associated with construction, alteration, or repair of real property.
25

26 D. PROGRAM MANAGER (PM): Capital Program Management, Inc.,
27

28 E. PROGRAM BUDGET: The total available funding as set forth by the Owner
29 including that provided by the State Office of Public School Construction for the Program. It is
30 the intent of the Owner that the Program Budget include all costs for design, engineering,
31 construction, inspection, technical consultants, surveys, testing, project management, project
32 contingencies, and such administrative costs of the Owner as shall be deemed appropriate.
33

34 F. PROGRAM: Measure A Modernization Bond Program and Proposition 39 –
35 California Clean Energy Jobs Act program and other facility improvement projects in the District.
36

37 **ARTICLE 2: RELATIONSHIP OF THE PARTIES**
38

39 A. Owner and Program Manager: The Program Manager shall be the Owner's agent in
40 providing the Program Manager's Services described in Article 3 of this Agreement. The PM and
41 the Owner shall perform as stated in this Agreement.
42

43 B. The Owner and the Program Manager agree that the success of their contractual
44 relationship will depend, in large part, on the individuals designated to represent the Owner and
45 the Program Manager for the purposes of this Agreement. In order to further the team

1 relationship contemplated by this Agreement, the Owner and the Program Manager agree that
2 their respective representatives will be mutually agreeable and that these representatives will
3 not be changed except upon written consent, which will not be unreasonably withheld. The
4 Owner and Program Manager shall each designate, in writing, two individuals, one as their
5 primary representative, and the second as an alternate, to act in the absence of the primary
6 representative. The primary representative and the alternate shall each have the authority to
7 bind the respective parties in all matters requiring the parties' approval, authorization, or
8 written notice.

9
10 C. Owner and Design Professional: The Owner shall enter into a separate agreement with
11 one or more Design Professionals to provide architectural and engineering design for the
12 projects that the Owner pursues under the Program (each, a "Project").

13
14 D. Owner and Contractor: The Owner shall enter into separate contract with one or more
15 Contractors for construction of the Projects.

16
17 E. Relationship of the PM to Other Project Participants: In providing the PM's Services
18 described in this Agreement, the PM shall endeavor to maintain a working relationship with the
19 Contractors and Design Professionals on behalf of the Owner. However, nothing in this
20 Agreement shall be construed to mean that the PM assumes any of the responsibilities or duties
21 of the Contractors or the Design Professional. The Contractors are solely responsible for
22 construction means, methods, sequence and procedures used in the construction of the Project
23 and for the safety of their personnel and operations and for performing in accordance with the
24 Contractor's contract with the Owner. The Design Professionals are solely responsible for the
25 Project design and shall perform in accordance with the agreement between the Design
26 Professional and the Owner. There are no third party beneficiaries of this Agreement and no one
27 except the parties to the Agreement may seek to enforce its terms.

28
29 F. The PM affirms that, to the best of its knowledge, there exists no actual or potential
30 conflict between family, business, or financial interests of the PM and performance of its
31 services under this Agreement. In the event of change in either interests or services under this
32 Agreement, the PM affirms that it will raise with the Owner any question regarding possible
33 conflict of interest which may arise as a result of such change.

34
35 G. At its sole cost and expense, the PM shall give all notices and comply with all laws,
36 ordinances, rules, regulations, and lawful orders of any public authority bearing on its operations
37 in performing its work, including those relating to safety, hazardous materials, and equal
38 employment opportunities; obtain all permits and licenses necessary for performance of its
39 work; pay all local, state, and federal taxes associated with its work; and pay all benefits,
40 insurance, taxes, and contributions for Social Security and Unemployment which are measured
41 by wages, salaries, or other remuneration paid to the PM's employees. Upon Owner's request,
42 the PM shall furnish evidence satisfactory to Owner that any or all of the foregoing obligations
43 have been fulfilled.

44
45 H. PM, in the performance of this Agreement, shall be and act as an independent
46 contractor. PM understands and agrees that PM and all of its employees shall not be considered

1 officers, employees or agents of the Owner, and are not entitled to benefits of any kind or
2 nature normally provided employees of the Owner and/or to which Owner's employees are
3 normally entitled, including, but not limited to, State Unemployment Compensation or Worker's
4 Compensation. PM assumes the full responsibility for the acts and/or omissions of PM's
5 employees or agents as they relate to the services to be provided under this Agreement.
6

7 **ARTICLE 3: PROGRAM MANAGER'S BASIC SERVICES**

8

9 A. A full description of the Program Manager's Basic Services are described in Exhibit "B" to
10 this Agreement incorporated herein by reference.
11

12 **ARTICLE 4: DURATION OF THE PROGRAM MANAGER'S SERVICES**

13

14 A. The duration of the PM's Basic Services under this Agreement shall be from February 10,
15 2015 through December 31, 2016.
16

17 B. Extensions to the duration of the PM's Basic Services shall be made by a written
18 Amendment to this Agreement executed by the Owner and the PM.
19

20 **ARTICLE 5: CHANGES IN THE PROGRAM MANAGER'S BASIC SERVICES AND ADDITIONAL** 21 **COMPENSATION**

22

23 A. The Owner and the PM may make changes in the PM's Basic Services specified in Article 3
24 and Exhibit "B" of this Agreement. The PM shall promptly notify the Owner of changes that increase
25 or decrease the PM's compensation or the duration of the PM's Basic Services or both.
26

27 B. Additional Compensation and Changes in Duration: The PM shall be entitled to receive
28 additional compensation when the scope or duration of the PM's Basic Services is increased or
29 extended through no fault of the PM. A written request for additional compensation shall be given
30 by the PM to the Owner within thirty (30) days of the occurrence of the event giving rise to such
31 request. No additional work will be performed until written direction is received from the District.
32

33 C. Changes in the PM's Basic Services: Changes in the PM's Basic Services or duration of the
34 Agreement, and entitlement to additional compensation, shall be made by a written Amendment
35 to this Agreement executed by the Owner and the PM. The Amendment shall be executed
36 promptly by the Owner and the PM. The PM shall proceed to perform the Services required by the
37 Amendment only after receiving written notice from Owner directing the PM to proceed.
38

39 D. Payment of Additional Compensation: The PM shall submit invoices for additional
40 compensation with its invoice for Basic Services and payment shall be made pursuant to the
41 provisions of Article 7 of this Agreement.
42

43 **ARTICLE 6: OWNER'S RESPONSIBILITIES**

44

45 A. The Owner shall provide to the PM complete information regarding the Owner's
46 requirements for each Project.

1
2 B. The Owner shall examine information submitted by the PM and shall render decisions
3 pertaining thereto promptly.
4

5 C. The Owner shall furnish legal, accounting, contract review, and insurance counseling
6 services for the Program.
7

8 D. The Owner shall furnish required information and approvals and perform its responsibilities
9 and activities in a timely manner to facilitate orderly progress of the work in cooperation with the
10 PM, consistent with this Agreement and in accordance with the planning and scheduling
11 requirements and budgetary constraints of the Program and each project.
12

13 E. The Owner shall retain Design Professionals whose services, duties and responsibilities shall
14 be described in a written agreement between the Owner and Design Professional. The services,
15 duties and responsibilities set out in the agreement between the Owner and the Design
16 Professional shall be compatible and consistent with this Agreement and the Contract Documents.
17

18 F. The PM shall be given written notice of changes to the terms and conditions of the
19 agreement between the Owner and Design Professionals. The Owner shall furnish to the PM a
20 copy of the Owner-Design Professional Agreement, along with any amendments.
21

22 G. During the term of this Agreement, the Owner shall ensure that Contractors are aware of
23 PM's role with respect to the Program.
24

25 H. At the request of the PM, sufficient copies of the Contract Documents shall be furnished to
26 the PM to permit the timely performance of Services, by the Owner at the Owner's expense.
27

28 I. The Owner shall, in a timely manner secure, submit and pay for necessary approvals,
29 easements, assessments, permits and charges required for the construction, use or occupancy of
30 permanent structures or for permanent changes in existing facilities.
31

32 J. The Owner shall designate an officer, employee or other authorized representatives to act
33 in the Owner's behalf with respect to the Project. The Owner's representative for the Program is
34 Dwayne Newman, District Superintendent. This representative shall have the authority to
35 authorize PM to incur fees in excess of its estimate for basic services specified in Article 7 Paragraph
36 A and approve changes in the scope of the PM's services. All changes to the PM's scope and
37 contract amount must be approved in advance. Owner's Representative shall be available as often
38 as may be required to render decisions and to furnish information in a timely manner. By executing
39 this Agreement, Owner represents that it has taken any necessary action of its governing Board to
40 delegate the authority required by this Agreement to Owner's Representative, however
41 representation that the Board has delegated authority does not eliminate the requirement to seek
42 Board approval for authorization to make decisions either on the construction project or as it
43 pertains to PM's scope of services or contract amount beyond the actual authority delegated to the
44 representative..
45

1 **ARTICLE 7: COMPENSATION AND PAYMENT**

2
3 A. Compensation for Basic Services: The Owner shall compensate the PM for performing the
4 Basic Services described in Article 3, within timeframes established in Article 4 as follows:

5
6 1. A fee currently estimated not-to-exceed Five Hundred Twenty-Three Thousand Eight
7 Hundred Fifty-Two and NO/100 Dollars (\$523,852.00 Dollars) to be paid as provided in
8 Article 7 Paragraph B, below, and in Exhibit "A" to this Agreement, incorporated herein by
9 reference. This total is only an estimate and actual amount of effort necessary may require
10 additional compensation. To the extent this amount may be exceeded, the additional
11 amount will be addressed under an Amendment to this Agreement and PM shall not be
12 obligated to provide further services if the Agreement's not-to-exceed amount is reached
13 and the Owner does not enter into an Amendment authorizing additional compensation.
14 The PM shall keep the Owner informed on a monthly basis on the status of the remaining
15 Agreement balance and will prepare for the Owner's consideration an Amendment as may
16 be necessary to augment the fee budget.

17
18 2. Included in the aforementioned fee, a reasonable expense allowance shall be
19 provided in the amount of Ten Thousand and NO/100 Dollars (\$10,000.00 Dollars).
20 Allowable reimbursable expenses are indicated in Exhibit "A". Reimbursable expenses will
21 be billed the Owner at direct cost plus 2%. The PM will not exceed the reimbursable
22 expenses allowance without prior written authorization.

23
24 B. Payment:

25 1. Payment to be made by the Owner to the PM for the cost of providing Services will
26 be based on monthly invoices, which will set forth the hours actually worked during
27 the billing period. The billing rates indicated in Exhibit "A" will be multiplied by the
28 actual hours (to be billed in increments of ¼ of an hour) for each position to arrive at
29 the total fee for each month. Reimbursable expenses incurred during the billing
30 period and during previous billing periods and not yet invoiced will be marked up
31 per Article 7 Paragraph A.2 to arrive at the total reimbursable expenses.

32
33 2. The PM will submit an invoice monthly to the Owner for the fee and reimbursable
34 expenses incurred for the billing period. The Owner shall make payment to the PM
35 of one hundred percent (100%) of the approved invoiced amount within thirty (30)
36 days of the Owner's receipt of the invoice. In the case of a dispute of any invoiced
37 amount, Owner will pay undisputed amount.

38
39 C. Accounting Records: Record of the PM's personnel expense, consultant fees and direct
40 expenses pertaining to the Program and any Project shall be maintained on the basis of generally
41 accepted accounting practices and shall be available for inspection by the Owner or the Owner's
42 Representative upon reasonable notice for a period from the date of this Agreement through two
43 years after completion of the Services under this Agreement.

44
45 D. Compensation for Additional Services: The PM shall be compensated and payments shall
46 be made for performing Additional Services in the same manner as provided in Article 7 for Basic

Services. There shall be an increase in the fee set out in Article 7 Paragraph A in an amount which is mutually agreeable between the Owner and the PM.

ARTICLE 8: INSURANCE AND MUTUAL INDEMNITY

A. The PM shall procure and maintain insurance on all of its operations during the progress of its work on the Project, with insurance companies which have and maintain an AM Best rating of A or better, on forms acceptable to Owner, for the following minimum insurance coverage:

1. Workers' Compensation insurance and occupational disease insurance, as required by law, and employer's liability insurance, with minimum limits of \$1,000,000, covering all workplaces involved in this Agreement.

2. Commercial general liability insurance, with limits of not less than as indicated in either 1) or 2) as follows: 1) Bodily Injury Liability - \$1,000,000 each person, \$1,000,000 each occurrence; Property Damage Liability - \$1,000,000 each occurrence, \$2,000,000 aggregate; 2) A single limit for Bodily Injury Liability and Property Damage Liability Combined of \$1,000,000 each occurrence and \$2,000,000 aggregate.

3. Professional Liability Insurance for the Program, written on a "Claims Made Basis," with limits of liability in amounts not less than \$1,000,000, insuring the PM against liabilities arising out of or in connection with the negligent acts, errors, or omissions of the PM in connection with the carrying out of its professional responsibilities for the Program.

4. The PM shall also provide Certificates of Insurance, or other evidence of insurance as requested by Owner, to Owner within ten (10) days after receipt by the PM of a signed version of this Agreement. The certificates shall provide that there will be no cancellation, reduction, or modification of coverage without ten (10) days' prior written notice to Owner.

B. Indemnity

1. The PM shall indemnify, but shall have no obligation to defend, the Owner, its' officers, officials, employees, and volunteers from any against liability for damages to the extent actually caused by reason of negligent acts or negligent failure to act, negligent errors or omissions incident to the performance of this Agreement on the part of the PM except such loss or damage which was caused by the negligence, active negligence or willful misconduct of the Owner or by any third party. The provisions of this paragraph shall survive termination or suspension of this Agreement.

2. Notwithstanding the above, PM shall have no obligation to pay for any defense related cost prior to a final determination of its liability. Following any such determination of its liability, the PM or the Owner shall be responsible to pay an amount of such costs equal to the finally determined percentage of liability based upon the comparative fault of PM or the Owner.

3. PM and Owner each agree to promptly serve notice on the other party of any claims arising hereunder, and shall cooperate in the defense of any such claims.

4. The acceptance by Owner or its representatives of any certificate of insurance providing for coverage of any kind shall in no event be deemed a waiver of any of the provisions of this Article 8. None of the foregoing provisions shall deprive Owner or PM of any action, right or remedy otherwise available by law.

ARTICLE 9: TERMINATION AND SUSPENSION

A. Termination

1. This Agreement may be terminated in whole or in part in writing by either party in the event of substantial failure by the other party to fulfill its obligations under this Agreement through no fault of the terminating party; provided that no such termination may be effected unless the other party is given:

- a) Written notification (delivered by certified mail) that the other party is in material breach of the contract and the notification specifies the breach.
- b) Seven (7) calendar days to cure the breach.
- c) An opportunity for consultation with the terminating party prior to the termination.
- d) Termination notification (delivered by certified mail) that the breach has not been cured and providing an additional seven (7) calendar days prior to termination.

2. This Agreement may be terminated in whole or in part in writing by the Owner for its convenience; provided the PM is given i) not less than ten (10) days written notice (delivered by certified mail) of intent to terminate and ii) an opportunity for consultation with the Owner prior to termination. In the event of notice of termination, the PM shall take reasonable measures to mitigate termination expenses.

3. If termination pursuant to Article 9 Paragraph A.1 is effected by the Owner, the PM will be paid for work actually performed to the reasonable satisfaction of the Owner. If termination pursuant to Article 9 Paragraph A.1 is effected by the PM or if termination pursuant to Article 9 Paragraph A.2 is effected by the Owner, the PM shall be entitled to an equitable adjustment in compensation. The equitable adjustment for any termination shall be a payment to the PM for services rendered and expenses incurred prior to the termination, as well as termination expenses reasonably incurred by the PM, which shall be defined as those direct costs arising prior, during and subsequent to termination that are directly attributable to the termination of the Program.

4. Upon receipt of a termination notice pursuant to Article 9 Paragraph A.1 or expiration of the notice period under Article 9 Paragraph A.2, the PM shall i) promptly

discontinue all services affected (unless the notice directs otherwise), and ii) deliver or otherwise make available to the Owner all data, documents, procedures, reports, estimates, summaries, and such other information and materials as may have been accumulated by the PM in performing this Agreement, whether completed or in process.

5. If, after termination for failure of the PM to fulfill contractual obligations, it is determined that the PM had not so failed, the termination shall be deemed to have been effected for the convenience of the Owner. In such event, adjustment for the compensation provided for in this Agreement shall be made as provided in Article 9 Paragraph A.3 for termination for the convenience of the Owner.

B. Suspension

1. The Owner may in writing order the PM to suspend all or any part of the Program Manager's Services for the Project for the convenience of the Owner or for Project delay work stoppage beyond the control of the Owner or the PM. If the performance of all or any part of the Services for the Project is so suspended, an adjustment in the PM's compensation shall be made for the increase, if any, in the cost of the PM's performance of this Agreement caused by such suspension, upon mutual agreement of the parties, and this Agreement shall be modified in writing.

2. If the Project is suspended by the Owner for more than three (3) months, the PM shall be paid compensation for Services performed prior to receipt of written notice from the Owner of the suspension, together with direct expenses then due and all expenses and costs directly resulting from the suspension upon mutual agreement of the parties. If the Project is resumed after being suspended for more than six (6) months, the PM shall have the option of requiring that its compensation, including rates and fees, be renegotiated, and Owner shall have the option to accept such renegotiations or deem the Agreement terminated. Subject to the provisions of this Agreement relating to termination, a suspension of the Project does not void this Agreement.

ARTICLE 10: DISPUTE RESOLUTION

A. Mediation: The parties agree that all claims, disputes or controversies between the parties arising out of or relating to this Agreement, or breach thereof, ("Claim") shall initially be submitted to non-binding mediation before a mediator mutually agreed upon by the parties. In the event the parties are unable to agree upon the identity of the mediator within fifteen days from the date either party submits a written request to mediate a Claim, the mediator shall be selected and the mediation administered under the Construction Mediation Rules of the American Arbitration Association. The costs and fees of the mediator shall be paid equally by the parties. The parties shall negotiate in good faith in an effort to reach an agreement with respect to the Claim. Neither party shall commence or pursue arbitration or litigation until the completion of mediation proceedings.

B. Arbitration: In the event that a Claim remains unresolved after mediation, pursuant to Public Contract Code section 22200, et seq., the Claim may be submitted to non-binding

1 arbitration. If the parties agree to arbitrate, the arbitrator shall be selected through the Colusa
2 County Bar Association or the American Arbitration Association and shall be mutually agreed upon
3 by both parties. If the parties do not opt for non-binding arbitration or non-binding arbitration is
4 unsuccessful, either party may file an action in Colusa Superior Court.

5
6 C. It is expressly agreed that no mediation or arbitration shall be initiated prior to the
7 completion of the Services under this Agreement, or termination of this Agreement, whichever is
8 earlier.

9 10 **ARTICLE 11: FINGERPRINTING**

11
12 A. Education Code section 45125.1 shall apply to this Agreement. The Owner's
13 administrator initiating and/or responsible for this Agreement shall, pursuant to Section 45125.1
14 and the Owner's policy and guidelines, determine whether fingerprinting is required of the PM
15 and/or its employees. Once such determination is made, the administrator shall verify his/her
16 determination on the signature page of this Agreement. If the Administrator concludes
17 fingerprinting is required, the following shall apply:

18
19 1. The PM shall, prior to commencement of work pursuant to this Agreement,
20 require any person affiliated with the PM (or, in appropriate cases, him or herself) to be
21 fingerprinted by the Department of Justice (DOJ) if that person will have unsupervised
22 access to occupied school campuses where children will be present. This provision
23 extends to all consultants hired by the PM that will have unsupervised access to occupied
24 school campuses. Upon verification from DOJ that those persons fingerprinted have no
25 record of a serious or violent felony, as defined in Section 45122.1 of the California
26 Education Code, the PM will so certify by signing and submitting the Certification
27 included herein as Exhibit "C". In addition, the PM shall submit the names of those
28 persons who have received clearance and are authorized to have unsupervised access to
29 school campuses on a form as indicated in Exhibit "C". The PM must contact the Owner
30 regarding appropriate access for those persons not cleared by DOJ for reasons other than
31 a violent or serious felony. In such case, the PM must make arrangements with the
32 Owner for appropriate access. No person with a violent or serious felony as reported by
33 DOJ may have access to the school campuses or provide any Services under this
34 Agreement.

35
36 B. Failure to comply with this provision shall constitute grounds for termination of this
37 Agreement.

38 39 **ARTICLE 12: ADDITIONAL PROVISIONS**

40
41 A. Confidentiality: The PM shall not disclose or permit the disclosure of any confidential
42 information, except to its agents, employees and other consultants who need such confidential
43 information in order to properly perform their duties relative to this Agreement.

44
45 B. Limitations and Assignment

1 1. The Owner and the PM each binds themselves, their successors, assigns and legal
2 representatives to the terms of this Agreement.

3
4 2. Neither the Owner nor the PM shall assign or transfer its interest in this Agreement
5 without the written consent of the other, except that the PM may assign accounts
6 receivable to a commercial bank for securing loans without approval of the Owner.

7
8 C. Non-Solicitation of Employees: The Owner agrees that without expressed written consent,
9 at all times while Owner is employing the services of the PM Owner will not, directly or indirectly,
10 solicit, or encourage any employee of CPM to leave their employment during the term of the
11 District's contract with CPM. Owner agrees and acknowledges that its non-solicitation of
12 employees obligation hereunder are essential to the protection of PM's business.

13
14 D. Governing Law: This Agreement shall be governed by the laws of Colusa County and the
15 State of California.

16
17 E. Equal Opportunity Employment: PM represents that it is an equal opportunity employer
18 and it shall not discriminate against any employee or applicant for employment because of race,
19 religion, color, national origin, ancestry, sex, age, physical handicap, medical condition, marital
20 status, age or any other basis prohibited by state or federal law. Such non-discrimination shall
21 include, but not be limited to, all activities related to initial employment, upgrading, demotion,
22 transfer, recruitment or recruitment advertising, layoff or termination with or related to the
23 performance of this Agreement.

24
25 F. Extent of Agreement: This Agreement represents the entire and integrated agreement
26 between the Owner and the PM and supersedes all prior negotiations, representations or
27 agreements, either written or oral. This Agreement may be amended only by written instrument
28 signed by both the Owner and the PM. Nothing contained in this Agreement is intended to benefit
29 any third party. The Contractors and Design Professionals are not intended third party beneficiaries
30 of this Agreement.

31
32 G. Severability: If any portion of this Agreement is held as a matter of law to be
33 unenforceable, the remainder of this Agreement shall be enforceable without such provisions.

34
35 H. Meaning of Terms: References made in the singular shall include the plural and the
36 masculine shall include the feminine or the neuter.

37
38 I. Notices: All Notices required by this Agreement or other communications to either party by
39 the other shall be deemed given when made in writing and deposited in the United States Mail,
40 first class, postage prepaid, addressed as follows:

1 To the Owner:

2
3 Mr. Dwayne Newman, District Superintendent
4 Colusa Unified School District
5 745 Tenth Street
6 Colusa, CA 95932
7


8 To the PM:

9
10 Mr. Wallace E. Browe
11 President
12 Capital Program Management, Inc.
13 1851 Heritage Lane, Suite 210
14 Sacramento, CA 95815
15
16
17
18

19 Colusa Unified School District

Capital Program Management, Inc.

20
21
22 
23
24 Signature


Signature

25
26 By: Mr. Dwayne Newman

By: Mr. Wallace E. Browe

27
28 Its: Superintendent

Its: President

29
30 Date: 2/10/15

Date: 2.10.15

31
32
33 Department of Justice (DOJ) Fingerprinting: Required
34

EXHIBIT "A" – FEE SUMMARY, SCHEDULE OF HOURLY RATES FOR PERSONNEL COSTS AND ALLOWABLE REIMBURSABLE EXPENSES

Fee Summary

Position (Name)	2015 Rates	2015												Average Hours/ Month	Average Monthly Billing	2015 Total Hours	2015 Total Billing
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec				
Principal-in-Charge (Steven McGuckin)	\$175		64	96	96	64	32	32	32	16	16	16	32	45	\$7,891	496	\$86,800
Senior Program / Project Manager (Paul Chambers)	\$160		16	32	32	32	64	64	64	32	32	32	32	39	\$6,284	432	\$69,120
Program / Project Manager (Sharon Thomas)	\$148		16	32	24	8								7	\$1,076	80	\$11,840
Program / Project Manager (Windy Buller)	\$148		16	16	16									4	\$646	48	\$7,104
Program Coordinator (TDB)	\$95		8	8	8	8				8			8	4	\$415	48	\$4,560
Estimator (TDB)	\$148		24	16	8	8				4			4	6	\$861	64	\$9,472
Sub-Total		0	144	200	184	120	96	96	96	60	48	48	76	106	\$17,172	1168	\$188,896
Director of Budget & Accounting (Tim Doane)	\$175		24	64	40	2	6	2	2	6	2	2	6	14	\$2,482	156	\$27,300
Senior Budget Analyst (Catherine McBride-Stern)	\$125				8	16	24	16	16	24	16	16	24	15	\$1,818	160	\$20,000
Sub-Total		0	24	64	48	18	30	18	18	30	18	18	30	29	\$4,300	316	\$47,300
Ed-Tech Manager (Michael Vonasek)	\$148		16	16	8	8	0	0	0	8	0	0	8	5	\$753	56	\$8,288
Sub-Total		0	16	16	8	0	0	0	0	8	0	0	8	5	\$753	56	\$8,288
2015 Total														140	\$22,226	1540	\$244,484

Position (Name)	2016 Rates	2016												Average Hours/ Month	Average Monthly Billing	2016 Total Hours	2016 Total Billing
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec				
Principal-in-Charge (Steven McGuckin)	\$182	16	16	32	64	32	32	32	32	32	32	32	32	32	\$5,824	384	\$69,888
Senior Program / Project Manager (Paul Chambers)	\$166	32	32	32	64	96	96	96	96	64	32	32	32	59	\$9,739	704	\$116,864
Program / Project Manager (Sharon Thomas)	\$154					4	4	4	4	8				2	\$308	24	\$3,696
Program / Project Manager (Windy Buller)	\$154				8	8	8	8	8					3	\$513	40	\$6,160
Program Coordinator (TDB)	\$99				8	8	8	8	8					3	\$330	40	\$3,960
Estimator (TDB)	\$154				8	8	8	8	8					1	\$205	16	\$2,464
Sub-Total		48	48	64	152	156	148	148	148	104	64	64	64	101	\$16,919	1208	\$203,032
Director of Budget & Accounting (Tim Doane)	\$182	2	2	6	2	2	6	2	2	6	2	2	6	3	\$607	40	\$7,280
Senior Budget Analyst (Catherine McBride-Stern)	\$130	16	16	24	16	16	24	24	24	24	16	16	24	20	\$2,600	240	\$31,200
Sub-Total		18	18	30	18	18	30	26	26	30	18	18	30	23	\$3,207	280	\$38,480
Ed-Tech Manager (Michael Vonasek)	\$154					8	16	16	16	8				5	\$821	64	\$9,856
Sub-Total		0	0	0	0	8	16	16	16	8	0	0	0	5	\$821	64	\$9,856
2016 Total														129	\$20,947	1552	\$251,368

CPM Fee Estimate (February 2015 through December 2016)	
Implementation Plan	\$62,496
Program Management Services	\$156,601
Project Management	
DSA Certification	\$4,736
Prop 39 Projects	\$17,904
Modernization Projects	\$254,115
	\$495,852
Sub-Consultant Fee Estimate	\$18,000
Reimbursable Expenses	\$10,000
Total Fee Estimate	\$523,852

Allowable Reimbursable Expenses

The PM will be reimbursed for reasonable expenses incurred in conjunction with the project. The items allowable for reimbursement are as follows:

1. Cost of printing and distributing documentation and reports.
2. Cost of postage, UPS, Federal Express, and other deliveries.
3. Cost of reproduction of plans and specifications.
4. Cost of legal notices published for project.
5. Other costs as approved in advance.

Hourly Rates

Classification		Rates Thru 2015	Rates Thru 2016	Rates Thru 2017
PIC	President	\$175	\$182	\$190
	Vice President	\$175	\$182	\$190
	Principal-in-Charge	\$175	\$182	\$190
Planning & Program Management	Program Director	\$175	\$182	\$190
	Senior Program/Project Manager	\$160	\$166	\$173
	Program/Project Manager	\$148	\$154	\$160
	Asst. Program/Project Manager	\$125	\$130	\$135
	Program Coordinator	\$ 95	\$ 99	\$103
	Estimator	\$148	\$154	\$160
	Scheduler	\$148	\$154	\$160
	Clerical	\$ 56	\$ 58	\$ 60
Budget & Accounting	Director of Budget & Accounting	\$175	\$182	\$190
	Budget & Accounting Manager	\$160	\$166	\$173
	Senior Budget Analyst	\$125	\$130	\$135
	Budget Analyst	\$110	\$114	\$118
	Asst. Budget Analyst	\$ 90	\$ 94	\$ 98
Educational Technology	Director of Educational Technology	\$175	\$182	\$190
	Senior Ed-Tech Manager	\$160	\$166	\$173
	Ed-Tech Manager	\$148	\$154	\$160
	Asst. Ed-Tech Manager	\$125	\$130	\$135
	Drafter	\$ 90	\$ 94	\$ 98
Prop 39 Sub- Consultant	Senior Mechanical Engineer	\$175	\$182	\$190
	Senior Electrical Engineer	\$175	\$182	\$190
	Lighting/Controls/Energy Specialist	\$160	\$166	\$173
	Senior Energy Analyst	\$135	\$140	\$146
	Supervising Field Engineer	\$135	\$140	\$146

1 EXHIBIT "B" – PROGRAM MANAGER'S BASIC SERVICES

2
3 PROGRAM MANAGER'S (PM) BASIC SERVICES:

4
5 Note that the PM shall perform the Basic Services described in this Exhibit at the direction of
6 the Owner. It is not required that all of the Basic Services listed below need to be performed
7 or performed in the sequence in which they are listed.
8

9 The PM will provide the following services at the direction of the Owner:

- 10
11 1. Provide unbiased Owner Representation to protect the Owner's interest.
12
13 2. Discovery Phase - PM to study and become familiar with all available information
14 provided by Owner on goals, issues, concerns, and work performed to date by others
15 associated with the on-going and future construction projects and bond planning efforts.
16
17 3. Modernization Implementation Planning:
18
19 a. Develop a master schedule to manage all Program or Project-related activities.
20
21 b. Develop a master budget that allows for Project and Program budgets and
22 accounting.
23
24 c. Validate needs assessment estimates at each site.
25
26 d. Validate escalation and soft cost budgets.
27
28 e. Develop a cash flow analysis and balance with the bond draw-down schedule.
29
30 f. Facilitate meetings with District personnel, Board Members and committee
31 groups, as needed to create the Modernization Implementation Plan.
32
33 g. Conduct Project-prioritization analysis based on District goals.
34
35 h. Tour each of the school campuses to determine restrictions and potential site
36 limitations for scope of contemplated work.
37
38 i. Develop a phasing and scheduling plan for each of the school campuses.
39
40 j. Finalize the Modernization Implementation Plan in both hard copy and electronic
41 file format.
42
43 4. Program and Project Management:
44
45 a. Work collaboratively and side-by-side with the project team, including the
46 District's Architect(s), Builder(s), other consultant(s), the Board, the

1 Superintendent, District staff, the various school site planning committees, and
2 the community to develop project(s) scope, schedule, and budget, utilizing the
3 Lease-Leaseback Project Delivery (LLB) method.
4

5 b. The role includes, but is not limited to the following tasks:
6

- 7 • Protecting the Owner's interests, participate in contract negotiations,
8 managing the design phase schedule and overseeing the Builder's
9 construction schedule including phasing and logistics coordination.
10
- 11 • Conducting and coordinating plan reviews to ensure agreed scope is
12 maintained and that the documents are well coordinated.
13
- 14 • Provide cost savings, claim avoidance, value engineering, and energy savings
15 suggestions.
16
- 17 • Perform construction administration activities, and quality control.
18
- 19 • Facilitate all applicable utility and local jurisdiction coordination and
20 approvals, oversee and manage the necessary DSA approval process and
21 follow through to achieve certification.
22
- 23 • Report on Project(s) status to the District and the Citizens' Bond Oversight
24 Committee on a regular basis.
25
- 26 • Coordinate furniture and equipment procurement, oversee building systems
27 testing, commissioning and Owner move-in activities, and final project
28 closeout.
29

30 c. Assist the District in the management and oversight of assigned project(s) during
31 the design and construction phases to deliver projects within the approved
32 budget, on schedule, and inclusive of the anticipated scope.
33

34 d. Master Schedule: The PM shall provide on-going updates to the Master Schedule
35 for the Program. The Master Schedule shall specify the proposed start and finish
36 dates for the design(s), construction contract solicitation, bid, RFQ/RFP and
37 contract award activities, performance and completion of each construction
38 contract, and the dates by which certain project activities must be completed.
39 The PM shall submit the Master Schedule to the Owner for review and acceptance.
40

41 e. Input into Project Cost Estimating: The PM shall assist the Owner's CM with the
42 review of A-E's cost estimate and make appropriate recommendations.
43

44 f. Program Budget Revisions: The PM shall make recommendations to the Owner on
45 the impact of design changes that may result in revisions to the Program Budget,
46 individual project schedules and established Program strategy.

- g. Strategic Planning: PM shall advise and assist the Owner on matters related to strategic planning, prioritization of work, Program and project planning, financial issues and other advice as needed.
- h. Program Meetings: PM will assist the Owner in scheduling and conducting various meetings with the Program team, Facility Committee and Board.
- i. Accounting Interface: The PM shall meet and confer with the Chief Business Officer and staff to ensure consistency between the Program and each project budget tracking system and the District fund accounting system.
- j. Program Budget Tracking, Control Reporting System: The PM shall establish a Program and project budget tracking system to control all budgeted, committed and actual expenditures in the Program.
- k. Progress Reporting and Management Information: The PM shall assist the Owner in reporting progress to the Board and various other interested parties.
- l. Procurement of Professional Services: The PM shall assist the Owner in issuances of Request for Qualifications/Proposals and selection of various professional services.
- m. Consulting Contracts: The PM shall assist the Owner and its counsel in negotiating terms of contracts with professional service providers upon request.
- n. Reconciling Expenditures to Budgets: Using information provided from the District's fiscal system, the PM shall reconcile actual expenditures to contract commitments and Program and Project budgets.
- o. Support of Auditors: PM shall provide information to auditors as required to ensure compliance with legal requirements for spending of bond funds.
- p. Project Delivery Method(s): The PM shall consult with the Owner and its counsel to provide recommendations on the project delivery method(s) best for each project.
- q. Program Meetings: The PM shall conduct periodic Program meetings attended by the Owner, Design Professionals and others. Such meetings shall serve as a forum for the exchange of information concerning the Program and review of design and construction progress.
- r. Oversight of Professional Service Providers: The PM shall monitor the progress and fulfillment of contractual obligations of professional service providers and recommend revisions to the Owner as appropriate.
- s. Program Budget Revisions: The PM shall make recommendations to the Owner on the reallocation of Program budget items, including contingencies and reserves, as necessary to support and maintain the goals of the Program.

- 1 t. Award of Contract: The PM shall assist the Owner's CM in making recommendations
2 for contract award as required by the specific Project delivery method chosen for a
3 specific project.
4
- 5 u. State Funding Documents: The PM shall submit to the State agencies on the
6 Owner's behalf the required documents.
7
- 8 v. Budget Tracking: The PM shall track all construction expenditures and monitor
9 budget.
10
- 11 w. Prop 39 Oversight: The PM shall provide oversight, QC review, and assistance in
12 the development and evaluation of the planning portion of the Prop 39
13 applications.
14
- 15 x. Low Voltage/Education Technology: The PM shall provide assistance with
16 identifying low voltage/education technology design criteria for new data and
17 telephone systems for new construction and modernization projects. The PM
18 shall assist with the coordination, location, and sizing of the low
19 voltage/education technology backbone pathway and assist the District with
20 procuring the data and telephone systems and related hardware, and on-going
21 low voltage/education technology system project management activities.
22
- 23 y. Obtaining DSA certification on prior projects and other duties as may arise.
24
- 25 z. The PM shall periodically, at intervals agreed upon by Owner and PM, review the
26 scope of services, the fees incurred to date, and the original and updated estimates
27 of the anticipated cost of performing Basic Services, and notify Owner if the
28 estimate will be exceeded.
29

30 **ADDITIONAL SERVICES**

31
32 At the request of the Owner, the PM shall perform Additional Services and the PM shall be
33 compensated for same as provided in Article 7 of this Agreement. The PM shall perform Additional
34 Services only after the Owner and the PM have executed a written Amendment to this Agreement
35 providing such services. Additional services may include:
36

- 37 1. Design Standards and Master Specifications: PM shall update and meet with District
38 representatives to maintain implementation of District's design standards and master specifications
39 in each Project.
40
- 41 2. Developing Facility Design Standards.
42
- 43 3. Developing Educational Specifications.
44


- 1 4. Services related to investigation, appraisal or evaluation of existing conditions, facilities or
2 equipment or determination of the accuracy of existing drawings or other information furnished by
3 the Owner.
- 4
- 5 5. Services related to building site investigations and analysis.
- 6
- 7 6. Preparation of financial, accounting or MIS reports not provided under Basic Services.
- 8
- 9 7. Consultation regarding replacement of Work damaged by fire or other cause during
10 construction and furnishing services in connection with the replacement of such work.
- 11
- 12 8. Services made necessary by the default of a Contractor.
- 13
- 14 9. Preparation for and serving as a witness in connection with any public or private hearing or
15 arbitration, mediation or legal proceeding.
- 16
- 17 10. Services related to cost estimating and construction scheduling.
- 18
- 19 11. Services related to implementing the Labor Compliance Program.
- 20
- 21 12. Services related to requests for information by the Oversight Committee that require
22 additional research or investigation outside the scope of normal budget and progress reporting, as
23 directed by Owner.
- 24
- 25 13. Services related to constructability reviews.
- 26

EXHIBIT "C" – DOJ CERTIFICATION

I, Mr. Wallace E. Browe, on behalf of Capital Program Management, Inc. certify that, pursuant to Education Code Section 45125.1 and Article 11 of this Agreement, this business entity has conducted the required criminal background check(s) of all persons who will be providing services to the Colusa Unified School District on behalf of this business entity, and that none of those persons have been reported by the Department of Justice as having been convicted of a serious or violent felony as specified in Penal Code Sections 667.5(c) or 1192.7(c). I understand that this Certification is not to be signed and submitted until I have received clearance from DOJ regarding those persons named. As further required by Education Code 45125.1, attached hereto is a list of names of the employees who will be providing services to Colusa Unified School District and who are required to be fingerprinted as provided in the Agreement. I agree to keep this list current and to notify the Colusa Unified School District of any addition/deletions as they occur.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed 2.10.15, in Sacramento, California.

By: 
Wallace E. Browe
President

**LIST OF EMPLOYEES WHO ARE AUTHORIZED
TO COME ON TO SCHOOL CAMPUSES**

1
2
3
4
5

<u>Name:</u>	<u>School Site (if known)</u>
Steven McGuckin	
Tim Doane	
Paul Chambers	
Sharon Thomas	
Tim Doane	
Windy Buller	
Michael Vonasek	
Jeff Threet	

6

SPECIAL EDUCATION LOCAL PLAN AREA
SUPPORT AGREEMENT

AGREEMENT by and between the Colusa County Office of Education "CCOE" with principal offices located at 146 7th Street, Colusa, California, and the Colusa Unified School District "District" with principal offices located at 745 Tenth Street, Colusa, California.

RECITALS

WHEREAS, the Colusa County Office of Education and the Colusa Unified School District are members of the Colusa County Special Education Local Plan Area, "SELPA", which is organized and exists under the laws of the State of California to provide special education programs and services to eligible special education children residing in SELPA member school districts; and

WHEREAS, in accordance with the SELPA Plan, the CCOE employs both certificated and classified personnel to implement the SELPA Plan and implement and maintain certain special education programs and services on behalf of SELPA member districts; and

WHEREAS, it is recognized that as a State and federally mandated program, special education programs and services are underfunded; and

WHEREAS, in order to meet the reasonable and necessary expenses incurred by the CCOE in the delivery of special education programs and services to district students, member districts have generally agreed through the SELPA Plan to share the burden in defraying any annual special education funding shortfalls; and

WHEREAS, good faith differences currently exist as to SELPA member districts' responsibilities for funding shortfalls due to CCOE compensation increases arising out of, and related to, the 2013-14 collective bargaining settlements between CCOE and CCOE employees; and

WHEREAS, in furtherance of the agreement set forth below, on January 16, 2015 CCOE reached two negotiated agreements with CCOE certificated employees (attached) which provide for:

1. All CCOE certificated staff will not receive a salary increase, other than normal step and column adjustments through June 30, 2016, and
2. Adjustment to stipend compensation.

WHEREAS, to date CCOE has fully defrayed any and all SELPA funding shortfalls arising out of the 2013-14 CCOE/CCOE employee collective bargaining settlement; and

WHEREAS, in a spirit of good will and continued mutual support and benefit, CCOE and SELPA member districts desire to resolve any and all differences regarding SELPA member Plan responsibility for defraying funding shortfalls arising out of, or related to, the 2013-14 collective bargaining settlement between CCOE and CCOE employees.

AGREEMENT

NOW, THEREFORE, in consideration of the acts of promises contained herein, the parties agree as follows:


1. Withdrawal of Notice of SELPA Program Transfer:

CCOE shall withdraw its February 14, 2014 notice of transfer of education programs to the California Department of Education "CDE" and SELPA member districts, pursuant to Education Code Section 56207.


2. District Fiscal Support:

As a member of the Colusa County SELPA, the district shall provide proportional funding contribution to the SELPA in accordance with the terms and conditions of the current SELPA Plan which shall include costs arising out of, or related to, the 2013-14 CCOE settlement with CCOE employees.

It is further understood and agreed that no SELPA district member shall be responsible for any other SELPA district share of funding arising out of, or related to, said 2013-14 collective bargaining settlement for the period July 1, 2013 through June 30, 2015.



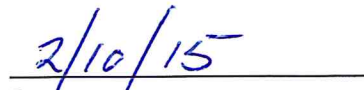
Michael P. West
Colusa County Superintendent of Schools
Colusa County Office of Education



Date



Dwayne Newman
Superintendent
Colusa Unified School District



Date



ETHERNET VIRTUAL PRIVATE LINE (EVPL) SCHEDULE

Frontier Confidential

This is Schedule Number 1 to the Frontier Services Agreement dated February 2, 2014 ("FSA") by and between Colusa Unified School Dist. ("Customer") and Frontier Communications of America, Inc. on behalf of itself and its affiliates ("Frontier"). Customer orders and Frontier agrees to provide the Services and Equipment identified in the Schedule below.

Primary Service Location:

Street Address: 745 10th St.

Schedule Date:

July 1, 2015

City, State, Zip: Colusa, CA, 95932

Service Term:

3 YEAR.

A detailed description of the Services, by location, is provided in Attachment 1 to this Schedule, incorporated herein by this reference.

Service	Charges	
	NRC	MRC
Ethernet Access Circuit(s)	\$ 0	\$ 11556.00
Ethernet Virtual Circuit(s) – EVCs	\$ 0	\$ 660.00
Internet Port and EVC (Optional)	\$ 0	\$ 0
Subtotal:	\$ 0	\$ 12216.00

1. Service Description: Ethernet Virtual Private Line is a data service providing point-to-point or point-to-multipoint Ethernet connections between a pair of User Network Interfaces (UNIs). EVPL is a carrier grade data networking service featuring Quality of Service (QoS) and the following progressively higher Class of Service (CoS) levels: Silver Service (Standard Data (SD) Service), Gold Service (Priority Data), or Platinum Service (Real Time). EVPL will be designed, provisioned and implemented according to standard switched Ethernet components consisting of service multiplexed capability over UNIs, Network to Network Interfaces (NNIs) where available and Ethernet Virtual Connections (EVCs) through the use of Virtual Local Area Networks (VLANs) in order to secure traffic separation, privacy and security between Customer's Service Locations over Frontier's shared switch and backbone infrastructure. Ethernet Virtual Private Line will accept and carry untagged and or tagged traffic as described per IEEE 802.1Q networking standards specific to Frontier's Ordering Guidelines for this Service, available at <http://frontier.com/wholesale/access-services/access-reference-documents>, as may be modified by Frontier from time to time.

2. Obligations of Customer. Customer shall properly use any equipment or software, and all pass codes, personal identification numbers ("PINs") or other access capability obtained from Frontier or an affiliate or vendor of Frontier and shall surrender the equipment and software in good working order to Frontier at a place specified by Frontier and terminate all use of any access capability upon termination or expiration of this Schedule. Customer shall be responsible for all uses of PINs, pass codes or other access capability during or after the term hereof. Customer agrees that the Equipment and Service provided by Frontier hereunder are subject to the terms, conditions and restrictions contained in any applicable agreements (including software or other intellectual property license agreements) between Frontier and Frontier's vendors. Customer is responsible to ensure appropriate processes and protocols are in place for rate shaping to the amount of throughput

ordered. Customer acknowledges that failure to comply with this responsibility may negatively impact Service performance.

3. Equipment or Software Not Provided by Frontier. Upon notice from Frontier that the facilities, services, equipment or software not provided or approved by Frontier is causing or is likely to cause hazard, interference or service obstruction, Customer shall immediately eliminate the likelihood of hazard, interference or service obstruction. If Customer requests Frontier to troubleshoot difficulties caused by the equipment or software not provided by Frontier, and Frontier agrees to do so, Customer shall pay Frontier at its then current rates.

4. Internet Acceptable Use Policy and Security

A. For Customers ordering optional Internet integration into the network initially or during the Service Term, Customer shall comply, and shall cause all Service users to comply, with Frontier's Acceptable Use Policy ("AUP"), which Frontier may modify at any time. The current AUP is available for review at the following address, subject to change: http://www.frontier.com/policies/commercial_aup/

B. Customer is responsible for maintaining awareness of the current AUP and adhering to the AUP as it may be amended from time to time. Failure to comply with the AUP is grounds for immediate suspension or termination of Frontier Internet Service, notwithstanding any notice requirement provisions of the FSA.

C. Customer is responsible for the security of its own networks, equipment, hardware, software and software applications. Abuse that occurs as a result of Customer's systems or account being compromised or as a result of activities of third parties permitted by Customer may result in suspension of Customer's accounts or Internet access by Frontier. Customer will defend and indemnify Frontier and its affiliates with respect to claims arising from Customer's or third parties' usage of Frontier Internet access through Customer's hardware or software.

This Schedule is not effective and pricing, dates and terms are subject to change until signed by both parties, and may not be effective until approved by the FCC and/or applicable State Commission. This Schedule and any of the provisions hereof may not be modified in any manner except by mutual written agreement. The above rates do not include any taxes, fees or surcharges applicable to the Service. This Schedule, and all terms and conditions of the FSA, is the entire agreement between the parties with respect to the Services described herein, and supersedes any and all prior or contemporaneous agreements, representations, statements, negotiations, and undertakings written or oral with respect to the subject matter hereof.

Frontier Communications of America, Inc.	Colusa Unified School Dist.
Frontier's Signature:	Customer's Signature:
Printed Name:	Printed Name: Dwayne Newman
Title:	Title: Superintendent
Date:	Date: 2/10/15

ATTACHMENT 1

Table 1: Ethernet Access Circuits

Service Location	Service Address:	NPA-NXX	Access CIR (Mbps)	Charges	
				NRC	MRC
A	745 10 TH St., Colusa, CA, 95932	530/458	1,000 Mbps	\$ 0	\$ 1926.00
B	CCOE. 146 7 th St., Colusa, CA, 95932	530/458	1,000 Mbps	\$ 0	\$ 1926.00
C	901 Colus Ave, Colusa, CA, 95932	530/458	1,000 Mbps	\$ 0	\$ 1926.00
D	146 7 TH St, Colusa, CA, 95932	530/458	1,000 Mbps	\$ 0	\$ 1926.00
E	400 Fremont St., Colusa, CA, 95932	530/458	1,000 Mbps	\$ 0	\$ 1926.00
F	745 10 TH ST., Colusa, CA, 95932	530/458	1,000 Mbps	\$ 0	\$ 1926.00
G	, ,		Select Mbps	\$	\$
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Subtotal:				\$ 0	\$ 11556.00

This Frontier Services Agreement ("FSA") is effective as of 2 2, 2015 ("Effective Date"), by and between Frontier Communications of America, Inc. on behalf of itself and its affiliates which provide Equipment and Services identified in the Schedules ("Frontier"), and Colusa Unified School Dist., whose primary address is 745 Colusa, CA, 95932 ("Customer").

This document incorporates the complete Frontier Services Agreement terms and conditions at <http://www.Frontier.com/FSA> as an integral part of the agreement (collectively, the "FSA").

Provision of Services and Equipment

Frontier will provide and the Customer agrees to pay for the communications, installation and maintenance services (collectively "Service"), and/or purchase or lease equipment ("Equipment"), described in this FSA and Schedules issued by Frontier and executed by Customer.

Customer acknowledges that certain Services may be governed by tariff or price schedule filed with the Federal Communications Commission and/or the state public utilities commission. In the event of any inconsistencies between this FSA and an applicable tariff, the tariff shall control except with respect to pricing, early termination charges or cancellation charges for which this FSA shall control.

Term

The term of this FSA will commence as of the date identified in the introductory paragraph above or the date the FSA is executed by both Parties, whichever is later (the "Effective Date") and will continue through the Service Term with respect to any Service or Equipment provided pursuant to this FSA. Customer will purchase the Services, or lease Equipment, identified in each Schedule for the period of time stated in the Schedule (the "Service Term"). If neither party provides the other with written notice of its intent to terminate a Service at least sixty (60) days prior to expiration, the Service Term of each Service will automatically renew for additional one-year periods, subject to the terms and conditions of this FSA and at the then applicable one-year term rate, excluding promotional rates. If the parties agree to negotiated renewal terms, such terms will not be effective unless and until documented in writing and executed by both parties.

Payment

Customer shall pay all charges set forth in the Schedules and in applicable tariffs during the Service Term. Frontier will invoice Customer any non-recurring charges ("NRC"), monthly recurring charges ("MRC"), and usage based charges.

In addition to the applicable charges set forth in the tariffs and Schedules, Customer shall pay all applicable federal, state or local sales, use, privilege, gross receipts, utility, value added, excise or other taxes (excluding taxes based on Frontier's net income), or any charges in lieu thereof, and any applicable surcharges or fees, whether government mandated or Frontier initiated in the amounts applicable at the time of billing. Customer shall also be responsible for third party charges and penalties incurred as a result of Customer's use of the Services or Equipment.

Cancellation and Early Termination Charges

If Customer cancels any Service or Equipment prior to delivery of any Equipment or installation of the Service or Equipment, Customer shall pay a cancellation charge equal to the NRC and one (1) month of MRC for the Service, plus the total costs and expenditures of Frontier in connection with establishing the Service prior to Frontier's receipt of notice of cancellation, including but not limited to any Equipment restocking fees.

Following installation, Customer may terminate a Service or Equipment by providing at least thirty (30) days prior written notice to Frontier. All unpaid amounts shall be due upon termination of any Service identified in a Schedule for any reason. In addition, and unless otherwise specifically provided in the applicable Schedule, if any Service or Equipment is terminated by Customer for any reason other than breach by Frontier or by Frontier due to Customer's breach, then Customer shall pay Frontier a termination charge equal to the applicable MRC and all related taxes and surcharges multiplied by the number of months remaining in the Service Term. Partial months shall be prorated.


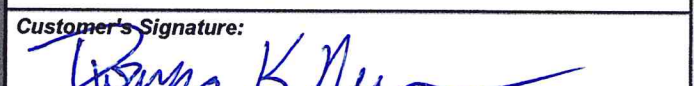
Customer agrees that Frontier's damages in the event of early termination will be difficult or impossible to ascertain, and that the charges identified in this FSA are intended to establish liquidated damages in the event of termination and are not intended as a penalty.

Dispute Resolution

Except as otherwise specifically provided in or permitted by this FSA, all disputes arising in connection with this FSA shall first be resolved through good faith negotiation. If, after negotiating in good faith for a period of ninety (90) calendar days, or any agreed further period, the parties are unable to resolve the dispute, then each party may seek resolution by exercising any rights or remedies available at law or in equity. Customer and Frontier agree that each may only bring claims against the other in an individual capacity and not as a plaintiff or class member in any purported class, representative, or private attorney general proceeding.

Authorization and Entire Agreement

Each party represents that the person executing this FSA is authorized to enter into this FSA on its behalf. This FSA, the terms and conditions, including the Limitation of liability, warranty, indemnification, breach and other terms and conditions, at <http://www.Frontier.com/FSA>, and any Schedules executed by the parties constitute the entire agreement between the parties pertaining to the subject matter herein and supersedes all prior oral and written proposals, correspondence and memoranda with respect thereto. This FSA may not be modified, amended or supplemented except by written agreement signed by an authorized representative of each party.

Frontier Communications of America, Inc.		Colusa Unified School Dist.	
Frontier's Signature:		Customer's Signature:	
			
Printed Name:		Printed Name:	
		Dwayne Newman	
Title:		Title:	
		Superintendent	
Date:		Date:	
		2/10/15	
Contractual Notice:		Contractual Notice:	
Frontier Communications 111 Field Street Rochester, NY 14620 Attn: Legal Department			
		Attn:	

Philosophy, Goals, Objectives, and Comprehensive Plans

BP 0420(a)

SCHOOL PLANS/SITE COUNCILS

The Governing Board believes that comprehensive planning at each district school is necessary in order to focus school improvement efforts on student academic achievement and facilitate the effective use of district resources. The Superintendent or designee shall ensure that school plans provide clear direction and identify cohesive strategies aligned with school and district goals.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

For any school that participates in specified state and/or federal categorical programs, the school site council or other schoolwide advisory committee shall consolidate the plans required for those categorical programs into a single plan for student achievement (SPSA). (Education Code 52055.755, 64001)

(cf. 0420.1 - School-Based Program Coordination)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 0520.4 - Quality Education Investment Schools)

(cf. 1220 - Citizen Advisory Committees)

(cf. 1431 - Waivers)

(cf. 3513.3 - Tobacco-Free Schools)

(cf. 4131 - Staff Development)

(cf. 5147 - Dropout Prevention)

(cf. 6020 - Parent Involvement)

(cf. 6142.91 - Reading/Language Arts Instruction)

(cf. 6151 - Class Size)

(cf. 6164.2 - Counseling/Guidance Services)

(cf. 6171 - Title I Programs)

(cf. 6174 - Education for English Language Learners)

(cf. 6190 - Evaluation of the Instructional Program)

BP 0420(b)

SCHOOL PLANS/SITE COUNCILS (continued)

As appropriate, a school may incorporate any other school plan into the SPSA. (Education Code 64001)

The Superintendent or designee shall review each school's SPSA to ensure that it meets the content requirements for all programs included, is based on an analysis of current practices and student academic performance, and reasonably links improvement strategies to identified

needs of the school and students. He/she shall submit to the Board his/her recommendations for plan approval or revision.

The Board shall review and approve each school's SPSA and any subsequent material revisions affecting the academic programs for students participating in the categorical programs addressed in the SPSA. The Board shall certify that, to the extent allowable under federal law, the SPSA is consistent with district local improvement plans required as a condition of receiving federal funding. Any such review and approval shall be at a regularly scheduled Board meeting. (Education Code 64001)

Whenever the Board does not approve a school's SPSA, it shall communicate its specific reasons for disapproval of the plan to the school site council or committee. The school site council or committee shall then revise and resubmit the SPSA to the Board for its approval.

The Superintendent or designee shall ensure that school administrators and school site council members receive training on the roles and responsibilities of the site council.

Legal Reference: (see next page)

BP 0420(c)

SCHOOL PLANS/SITE COUNCILS (continued)

Legal Reference:

EDUCATION CODE

52-53 *Designation of schools*

33133 *Information guide for school site councils*

35147 *Open meeting laws exceptions*

41500-41573 *Categorical education block grants*

52055.700-52055.770 *Quality Education Investment Act*

52176 *Advisory committees*

52500-52617 *Adult education*

52800-52887 *School-Based Program Coordination Act*

52890 *Qualifications and duties of outreach consultants*

54000-54028 *Educationally Disadvantaged Youth Programs*

54100-54145 *Miller-Unruh Basic Reading Act*

54425 *Advisory committees (compensatory education)*

54650-54659 *Education Improvement Incentive Program*

56000-56867 *Special education*

64000 *Categorical programs included in consolidated application*

64001 *Single school plan for student achievement, consolidated application programs*

HEALTH AND SAFETY CODE

104420 Tobacco use prevention

CODE OF REGULATIONS, TITLE 5

3930-3937 Compliance plans

UNITED STATES CODE, TITLE 20

6311 Accountability, adequate yearly progress

6312-6319 Title I programs; plans

6421-6472 Programs for neglected, delinquent, and at-risk children and youth

6601-6651 Teacher and Principal Training and Recruitment program

6801-7014 Limited English proficient and immigrant students

7101-7165 Safe and Drug-Free Schools and Communities

7341-7355c Rural Education Initiative

*Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*A Guide for Developing the Single Plan for Student Achievement: A Resource for the School Site**Council, February 2013*WEST ED PUBLICATIONS*California Healthy Kids Survey**California School Climate Survey*WEB SITES*California Department of Education, Single Plan for Student Achievement:**<http://www.cde.ca.gov/nclb/sr/le/singleplan.asp>**U.S. Department of Education: <http://www.ed.gov>**WestEd: <http://www.wested.org>*

Policy

CSBA MANUAL MAINTENANCE SERVICE

adopted:

August 2013

Philosophy, Goals, Objectives, and Comprehensive Plans

AR 0420(a)

SCHOOL PLANS/SITE COUNCILS**School Site Councils**

School site councils shall be established when required for participation in a categorical program. (Education Code 52852, 64001)

(cf. 0420.1 - School-Based Program Coordination)

The school site council shall be composed of the following: (Education Code 52852)

1. The principal
2. Teachers selected by the school's teachers
3. Other school personnel selected by the school's other personnel

4. Parent/guardian representatives, who may include parents/guardians of students attending the school and/or community members, selected by parents/guardians of students attending the school
5. In secondary schools, students attending the school selected by other such students

Half of the school site council membership shall consist of school staff, the majority of whom shall be classroom teachers. For elementary school site councils, the remaining half shall be parent/guardian representatives. For secondary school site councils, the remaining half shall be equal numbers of parent/guardian representatives and students. (Education Code 52852)

AR 0420(b)

SCHOOL PLANS/SITE COUNCILS (continued)

A district employee may serve as a parent/guardian representative on the school site council of the school his/her child attends, provided the employee does not work at that school. (Education Code 52852)

The bylaws of each school site council shall include the method of selecting members and officers, terms of office, responsibilities of council members, time commitment, and a policy of nondiscrimination.

School site councils may function on behalf of other committees in accordance with law. (Education Code 52176, 52870, 54425; 5 CCR 3932)

School site councils shall operate in accordance with procedural meeting requirements established in Education Code 35147.

(cf. 1220 - Citizen Advisory Committees)

Single Plan for Student Achievement

In order for a school to participate in any state or federal categorical program specified in Education Code 52055.700 or 64000 on an ongoing basis, the school site council shall approve and annually review and update a single plan for student achievement (SPSA). If the school does not have a school site council, these responsibilities shall be fulfilled by a schoolwide advisory group or school support group conforming to the composition requirements of the school site council listed in the section "School Site Councils" above. (Education Code 52055.755, 64001)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 0520.4 - Quality Education Investment Schools)

(cf. 1431 - Waivers)

AR 0420(c)

SCHOOL PLANS/SITE COUNCILS (continued)

(cf. 3513.3 - Tobacco-Free Schools)
(cf. 4131 - Staff Development)
(cf. 5147 - Dropout Prevention)
(cf. 6020 - Parent Involvement)
(cf. 6142.91 - Reading/Language Arts Instruction)
(cf. 6151 - Class Size)
(cf. 6164.2 - Counseling/Guidance Services)
(cf. 6171 - Title I Programs)
(cf. 6174 - Education for English Language Learners)
(cf. 6184 - Continuation Education)

The SPSA shall be developed with the review, advice, and certification of any applicable school advisory committees. (Education Code 64001)

Such groups may include, but are not limited to, advisory committees established for categorical programs such as English learner, special education, gifted and talented education, and Economic Impact Aid programs; Western Association of Schools and Colleges leadership teams; district or school liaison teams for schools identified for program improvement; and other committees established by the school or district.

(cf. 0520.2 - Title I Program Improvement Schools)
(cf. 6172 - Gifted and Talented Student Program)
(cf. 6190 - Evaluation of the Instructional Program)

The SPSA shall be aligned with school goals for improving student achievement. School goals shall be based on an analysis of verifiable state data, including the Academic Performance Index (API) and the California English Language Development Test, and may consider any other data developed by the district to measure student achievement. (Education Code 64001)

(cf. 0500 - Accountability)
(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - Standardized Testing and Reporting Program)
(cf. 6162.52 - High School Exit Examination)

AR 0420(d)

SCHOOL PLANS/SITE COUNCILS (continued)

The SPSA shall, at a minimum: (Education Code 64001)

1. Address how funds provided to the school through specified categorical programs will be used to improve the academic performance of all students to the level of the performance goals established by the API
2. Identify the means of evaluating the school's progress toward accomplishing those goals

3. Identify how state and federal law governing the categorical programs will be implemented

In addition to meeting the requirements common to all applicable school plans, the SPSA shall address any content required by law for each individual categorical program in which the school participates.

In developing or revising the SPSA, the school site council or other schoolwide advisory group or school support group shall:

1. Analyze student achievement data. Using measures of student academic performance, the school shall identify significant patterns of low performance in particular content areas, student groups, and/or individual students and determine which data summaries to include in the plan as most informative and relevant to school goals.

(cf. 6011 - Academic Standards)

AR 0420(e)

SCHOOL PLANS/SITE COUNCILS (continued)

2. Assess the effectiveness of the school's instructional program in relation to the analysis of student data.
3. Identify a limited number of achievement goals and key improvement strategies to achieve the goals. School goals shall reflect the needs identified at the school site while aligning with goals identified in federally required district plans. The school shall specify the student group(s) on which each goal is focused, the methods or practices that will be used to reach the goal, and the criteria that will be used to determine if the goal is achieved.
4. Define timelines, personnel responsible, proposed expenditures, and funding sources to implement the SPSA.

The school site council or other schoolwide group shall approve the proposed SPSA at a meeting for which public notice has been posted and then submit the SPSA to the Governing Board for approval. (Education Code 35147, 64001)

The school site council or other schoolwide group shall regularly monitor the implementation and effectiveness of the SPSA and modify any activities that prove ineffective. At least once per year, the school shall evaluate results of improvement efforts and report to the Board, advisory committees, and other interested parties regarding progress toward school goals.

The school site council or other schoolwide group may amend the SPSA at any time. Any revisions that would substantively change the academic programs funded through the consolidated application shall be submitted to the Board for approval.

Regulation

CSBA MANUAL MAINTENANCE SERVICE

approved:

August 2013

Philosophy, Goals, Objectives, and Comprehensive Plans

AR 0520.2(a)

TITLE I PROGRAM IMPROVEMENT SCHOOLS

Definitions

Adequate yearly progress (AYP) refers to a series of annual academic performance goals, as defined by the State Board of Education, that incorporate student participation levels on state assessments, minimum required percentages of students scoring at the proficient level or above on English language arts and mathematics state assessments, high school graduation rates, and growth on the state's Academic Performance Index (API). AYP includes measurable annual objectives for continuous and substantial improvement for the achievement of all students at the school and for any subgroup of students, including economically disadvantaged students, students from major racial and ethnic groups, students with disabilities, and students with limited English proficiency, when the number of students in the subgroup is sufficient to yield statistically reliable results. (20 USC 6311)

(cf. 0500 - Accountability)

(cf. 6162.51 - Standardized Testing and Reporting Program)

(cf. 6162.52 - High School Exit Examination)

Program improvement (PI) school refers to a school that is receiving federal Title I funds and has failed to make AYP for each of two consecutive school years. (20 USC 6316)

A school shall be identified for PI by the California Department of Education (CDE) whenever, for each of two consecutive years, it either does not make AYP in the same content area (English language arts or mathematics) schoolwide or for any numerically significant student subgroup or does not make AYP on the same indicator (Academic

AR 0520.2(b)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

Performance Index or high school graduation rate) schoolwide. If a small school has too few students to generate a school-level report, its results shall be aggregated into a district accountability measure.

Year 1 Program Improvement

When any Title I school is initially identified for PI: (20 USC 6316)

1. The Superintendent or designee shall provide students enrolled in the school the option of transferring, as described below in the section "Student Transfers," to another school, which may include a charter school, served by the district that has not been identified for PI.

(cf. 0420.4 - Charter School Authorization)

(cf. 5116.1 - Intradistrict Open Enrollment)

2. Not later than three months of being identified for PI, the school shall develop or revise a school plan, in consultation with parents/guardians, school staff, the district, and outside experts, for approval by the Governing Board. The plan shall cover a two-year period and address the components specified in 20 USC 6316.

(cf. 6020 - Parent Involvement)

To fulfill this requirement, the school may revise its Single Plan for Student Achievement to reflect the requirements of 20 USC 6316.

(cf. 0420 - School Plans/Site Councils)

(cf. 6171 - Title I Programs)

3. Within 45 days of receiving the plan, the Board shall establish a peer review process to assist with its review of the plan, work with the school as necessary, and approve the plan if it meets the requirements of law.

AR 0520.2(c)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

4. The school shall implement the plan no later than the beginning of the next full school year following the school's identification for PI, or, if the plan has not been approved prior to beginning the school year, immediately upon approval of the plan.
5. As the school develops and implements the school plan, the Superintendent or designee shall ensure that the school receives technical assistance from the district, CDE, an institution of higher education, a private organization, an educational service agency, or another entity with experience in helping schools improve academic achievement, including assistance in:
 - a. Analyzing data from state assessments and other examples of student work to identify and address problems in instruction and/or problems in implementing Title I requirements pertaining to parent involvement, professional development, or school and district responsibilities identified in the school plan
 - b. Identifying and implementing professional development, instructional strategies, and methods of instruction that are derived from scientifically based research and that have proven effective in addressing the specific instructional issues that caused the school to be identified for PI

- c. Analyzing and revising the school's budget so that the school's resources are more effectively allocated to the activities most likely to increase student achievement and remove the school from PI status

(cf. 3100 - Budget)

Year 2 Program Improvement

For any Title I school that fails to make AYP by the end of the first full school year after being identified for PI, the Superintendent or designee shall take all of the following actions: (20 USC 6316)

1. Continue to provide all students enrolled in the school the option of transferring, as described below in the section "Student Transfers"
2. Arrange for the provision of supplemental educational services (SES) to eligible students from low-income families by a provider with a demonstrated record of effectiveness, as described below in the section "Supplemental Educational Services"
3. Continue to provide for technical assistance in accordance with item #5 in the section "Year 1 Program Improvement" above

AR 0520.2(d)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

Year 3 Program Improvement: Corrective Action

When a school continues to fail to make AYP by the end of the second full school year after identification for PI (four consecutive years of failure to make AYP), the Superintendent or designee shall continue to provide all elements of Year 1 and Year 2 PI specified above. In addition, the Board shall take one or more of the following corrective actions: (20 USC 6316)

1. Replace school staff relevant to the failure

(cf. 4113 - Assignment)

(cf. 4114 - Transfers)

(cf. 4314 - Transfers)

2. Implement a new curriculum and related professional development

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

3. Significantly decrease management authority at the school level

4. Appoint an outside expert to advise the school
5. Extend the school year or school day for the school

(cf. 6111 - School Calendar)

(cf. 6112 - School Day)

6. Restructure the internal organization of the school

AR 0520.2(e)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

Year 4 Program Improvement and Beyond: Restructuring

For any school that continues to fail to make AYP after one full year of corrective action, the Superintendent or designee shall continue to provide all students enrolled in the school with the option to transfer to another school within the district and continue to make SES available to eligible students who remain in the school. In addition, the Board shall develop a plan and make necessary arrangements to implement one of the following options for alternative governance and restructuring, consistent with state law: (20 USC 6316)

1. Reopen the school as a charter school
2. Replace all or most of the school staff relevant to the failure
3. Enter into a contract with an entity with a demonstrated record of effectiveness to operate the school
4. Turn the operation of the school over to the CDE
5. Institute any other major restructuring of the school's governance arrangements that makes fundamental reforms

Notifications

Whenever a school is identified for PI, corrective action, or restructuring, the Superintendent or designee shall promptly notify parents/guardians of students enrolled in that school. The notification shall include: (20 USC 6316; 34 CFR 200.37)

1. An explanation of what the identification means, and how the school compares in terms of academic achievement to other elementary or secondary schools in the district and state

AR 0520.2(f)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

2. The reasons for the identification
3. An explanation of what the school is doing to address the problem of low achievement
4. An explanation of what the district or state is doing to help the school address the achievement problem
5. An explanation of how parents/guardians can become involved in addressing the academic issues that caused the school to be identified for PI
6. An explanation of the option to transfer to another school within the district, as described below in the section "Student Transfers"
7. If the school is in Year 2 of PI or beyond, an explanation of how parents/guardians can obtain SES for their child as described below in the section "Supplemental Educational Services"

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall disseminate information about corrective actions taken at any district school to the parents/guardians of each student in that school and to the public through such means as the Internet, the media, and public agencies. (20 USC 6316)

The Superintendent or designee shall promptly notify teachers and parents/guardians whenever a school is identified for restructuring and shall provide them adequate opportunities to comment before taking action and to participate in developing any plan for restructuring school governance. (20 USC 6316)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

All notifications pertaining to PI shall be written in an understandable and uniform format and, to the extent practicable, in a language the parents/guardians can understand. (20 USC 6316; 34 CFR 200.36)

AR 0520.2(g)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

To the extent practicable, the district shall partner with outside groups, such as faith-based organizations, community-based organizations, and business groups, to help inform eligible students and their families of the opportunities to transfer or to receive SES. (34 CFR 200.48)

Student Transfers

All students enrolled in a school in Year 1 of PI or beyond shall be provided an option to transfer to another school, which may include a charter school, served by the district provided that the school: (20 USC 6316; 34 CFR 200.44)

1. Has not been identified for PI, corrective action, or restructuring

In the event that all district schools are identified for PI, the district shall, to the extent practicable, establish a cooperative agreement with other local educational agencies in the area for interdistrict transfers.

(cf. 5117 - Interdistrict Attendance)

2. Has not been identified by the CDE as a "persistently dangerous" school pursuant to 20 USC 7912 and 5 CCR 11992-11994

(cf. 0450 - Comprehensive Safety Plan)

AR 0520.2(h)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

Among the students offered an option to transfer out of a PI school, priority shall be given to the lowest achieving students from low-income families, as defined by the district for purposes of allocating Title I funds. (20 USC 6316; 34 CFR 200.44)

If two or more district schools are eligible to accept transfers based on criteria listed in items #1-2 above, the district shall provide a choice of more than one such school and shall take into account parent/guardian preferences among the choices offered. (34 CFR 200.44)

The Superintendent or designee may consider school capacity in selecting schools that will be offered as alternatives for school choice, but shall not use the lack of school capacity to deny transfer opportunities to students. The district may increase capacity in eligible district schools to accommodate all students who wish to transfer.

The transfer option shall be offered so that students may transfer in the school year following the school year in which the district administered the assessments that resulted in the identification of the school for PI, corrective action, or restructuring. In order to provide adequate time for parents/guardians to exercise their transfer option before the school year begins, the Superintendent or designee shall notify parents/guardians of the available school choices sufficiently in advance of, but no later than 14 calendar days before, the start of the school year or on a date otherwise determined necessary by the CDE. (34 CFR 200.37, 200.44)

AR 0520.2(i)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

Notice of the transfer option shall:

1. Inform parents/guardians that, due to the identification of the current school as in need of improvement, their child is eligible to attend another school, including a charter school, served by the district
2. Identify each school that the parent/guardian may select
3. Explain why the choices made available to the parents/guardians may have been limited
4. Describe the timelines and procedures that parents/guardians must follow in selecting a school for their child, including a requirement that parents/guardians rank-order their preferences of eligible schools as appropriate
5. Provide information on the academic achievement of the school(s) to which the student may transfer (34 CFR 200.37)
6. Explain the provision of transportation to the new school (34 CFR 200.37)

(cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind Act)

AR 0520.2(j)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

(cf. 5148.2 - Before/After School Programs)

In addition to mailing notices directly to parents/guardians, the Superintendent or designee shall provide information about transfer options through broader means, such as the Internet, the media, and public agencies serving students and their families. (34 CFR 200.36)

(cf. 1100 - Communication with the Public)

(cf. 1113 - District and School Web Sites)

(cf. 1114 - District-Sponsored Social Media)

The district shall prominently display on its web site, in a timely manner each school year, a list of available schools to which eligible students may transfer in the current school year. The district shall also display data on the number of students who were eligible for and who participated in the student transfer option, beginning with data from the 2007-08 school year and each subsequent year thereafter. (34 CFR 200.39)

In accordance with timelines established for the transfer request process, the Superintendent or designee shall notify parents/guardians of their child's school assignment and shall establish a reasonable deadline by which parents/guardians must either accept the assignment or decline the assignment and remain in the school of origin.

The district shall provide, or shall pay for the provision of, transportation to the district school which the student chooses to attend. (20 USC 6316; 34 CFR 200.44)

AR 0520.2(k)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

(cf. 3540 - Transportation)

To ensure that transportation may be reasonably provided, the Superintendent or designee may establish transportation zones based on geographic location within the district. Transportation to schools within a zone shall be fully provided, while transportation outside the zone may be partially provided.

(cf. 3541 - Transportation Routes and Services)

Any student who transfers to another district school may remain in that school until he/she has completed the highest grade in that school. However, the district shall not be obligated to provide, or pay for the provision of, transportation for the student after the end of the school year that the school of origin is no longer identified for PI, corrective action, or restructuring. (20 USC 6316; 34 CFR 200.44)

Supplemental Educational Services

When required by law, SES shall be provided outside the regular school day and shall be specifically designed to increase achievement of eligible students from low-income families on state academic assessments and to assist them in attaining state academic standards. (20 USC 6316)

(cf. 6011 - Academic Standards)

(cf. 6179 - Supplemental Instruction)

When a school is required to provide SES, the Superintendent or designee shall provide annual notice to parents/guardians that includes: (20 USC 6316; 34 CFR 200.37)

1. The availability of SES

AR 0520.2(l)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

2. The identity of approved providers that are within the district or are reasonably available in neighboring local educational agencies
3. The identity of approved providers of technology-based or distance learning services

4. The services, qualifications, and demonstrated effectiveness of each provider, including an indication of those providers who are able to serve students with disabilities or limited English proficiency
5. The benefits of receiving SES

In addition, the notification shall describe procedures and timelines that parents/guardians must follow to select a provider.

This notification shall be clearly distinguishable from other information sent to parents/guardians regarding identification of the school for PI, corrective action, or restructuring. (34 CFR 200.37)

The district shall prominently display on its web site, in a timely manner each school year, a list of state-approved providers serving the district in the current year and the location where services are provided. The district shall also display the number of students who were eligible for and who participated in SES, beginning with data from the 2007-08 school year and each subsequent year thereafter. (34 CFR 200.39)

The Superintendent or designee shall distribute sign-up forms for SES directly to all eligible students and their parents/guardians and make them available and accessible through broad means of dissemination such as the Internet, other media, and communications through public agencies serving eligible students and their families. (34 CFR 200.48)

AR 0520.2(m)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

The district shall provide a minimum of two enrollment windows, at separate points in the school year, that are of sufficient length to enable the parents/guardians of eligible students to make informed decisions about requesting SES and selecting a provider. (34 CFR 200.48)

Within a reasonable period of time established by the Superintendent or designee, parents/guardians shall select a SES provider from among those approved by the SBE. Upon request, the Superintendent or designee shall assist parents/guardians in choosing a provider. (20 USC 6316; 34 CFR 200.46)

The district shall not prohibit or limit an approved provider from promoting its program or the general availability of SES to members of the community. (5 CCR 13075.9)

No district employee who administers or provides SES, either solely or in collaboration with a SES provider, or who has a financial interest of any kind in a SES provider, shall use his/her position as a district employee to encourage district students or their parents/guardians to use the services of that provider. (5 CCR 13075.7)

(cf. 9270 - Conflict of Interest)

The Superintendent or designee shall ensure that eligible students with disabilities, students covered under Section 504 of the federal Rehabilitation Act, and students with limited English proficiency receive appropriate SES with any necessary accommodations or language assistance. (34 CFR 200.46)

(cf. 6159 - Individualized Education Program)

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

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

(cf. 6174 - Education for English Language Learners)

AR 0520.2(n)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

If no provider is able to make the services available to such students, the district shall provide the services with necessary accommodations or language assistance, either directly or through a contract. Services shall be consistent with a student's individualized education program (IEP) or Section 504 services plan, as applicable.

If available funds are insufficient to provide SES to each eligible student whose parents/guardians request those services, priority shall be given to the lowest achieving eligible students. (20 USC 6316)

If the number of parents/guardians selecting a particular provider exceeds the capacity of that provider, priority shall be given to the lowest achieving eligible students.

Once a SES provider has been selected by a parent/guardian, the Superintendent or designee shall enter into an agreement with the provider. The agreement shall: (20 USC 6316)

1. Require the district to develop, in consultation with the parents/guardians and the provider, a student learning plan which includes specific achievement goals for the student, a description of how the student's progress will be measured, and a timetable for improving achievement. In the case of a student with disabilities, the student learning plan shall be consistent with the student's IEP.
2. Describe how the student's parents/guardians and teacher(s) will be regularly informed of the student's progress.
3. Provide for the termination of the agreement if the provider is unable to meet such goals and timetables.
4. Contain provisions with respect to the district making payments to the provider.

AR 0520.2(o)

TITLE I PROGRAM IMPROVEMENT SCHOOLS (continued)

5. Prohibit the provider, without written parent/guardian permission, from disclosing to the public the identity of any student eligible for or receiving SES.

(cf. 5125.1 - Release of Directory Information)

In developing the student learning plan as required by item #1 above, the Superintendent or designee shall consult with the parent/guardian of each student to, at a minimum, provide the parent/guardian an opportunity to express his/her views and have them considered. Consultation may include, but is not limited to, communication by telephone, email, home visits, parent/guardian meetings, and/or parent/guardian signature(s). Evidence of this consultation shall be included in the student learning plan. In the event that a consultation does not take place but the parent/guardian has selected an approved SES provider, the Superintendent or designee, or the provider acting on the district's behalf, shall show evidence of at least three separate attempts to contact the parent/guardian using at least two different means of communication. If the parent/guardian elects not to participate in the consultation, the Superintendent or designee, or approved provider acting on the district's behalf, must develop a student learning plan for the student. (5 CCR 13075.7)

The Superintendent or designee may request, but not require, that the SES provider develop the student learning plan on behalf of the district for each student served by the provider as indicated in the agreement. In such cases, the Superintendent or designee shall make available to the provider pertinent student academic achievement data with parent/guardian permission and other technical assistance that will facilitate the development of the plan. The Superintendent or designee shall maintain responsibility to review and approve the student learning plan to ensure that it is developed in consultation with the parent/guardian and contains all required information. (5 CCR 13075.7)

Eligible SES providers shall be given access to school facilities, using a fair, open, and objective process, on the same basis as other groups that seek access to school facilities. (34 CFR 200.48)

(cf. 1330 - Use of School Facilities)

Regulation
approved:
Community Relations

CSBA MANUAL MAINTENANCE SERVICE
August 2013
BP 1431(a)

WAIVERS

The Governing Board recognizes that strict compliance with the law may sometimes hinder the district's ability to provide its students with an effective, well-rounded educational program. When it is in the interest of district students, the Board may request that the State Board of Education (SBE) waive any provision of state or federal law or regulation which it has authority to waive pursuant to Education Code 33050.

Any waiver request to be submitted to the SBE shall first be approved by the Board. The Superintendent or designee shall ensure that each proposed waiver request includes all information necessary for the Board to analyze the need for the waiver and make an informed decision.

Prior to presenting the proposed request for Board approval, the Superintendent or designee shall consult with and obtain the approval of any advisory committee or site council when required by law.

(cf. 0420 - School Plans/Site Councils)

(cf. 0420.1 - School-Based Program Coordination)

(cf. 1220 - Citizen Advisory Committees)

BP 1431(b)

WAIVERS (continued)

In addition, the Superintendent or designee shall involve the exclusive representative of district employees in the development of the waiver request, and shall include in the request the exclusive representative's position regarding the waiver. (Education Code 33050)

(cf. 4140/4240/4340 - Bargaining Units)

To receive public testimony on each waiver request proposal, the Board shall hold a properly noticed public hearing during a Board meeting. (Education Code 33050)

The notice, which shall state the time, date, location, and subject of the public hearing, may be printed in a newspaper of general circulation or posted at each school and three public places in the district.

(cf. 9320 - Meetings and Notices)

When the district has requested and received the same general waiver from the SBE for two consecutive years, the Board is not required to reapply annually if the information contained on the request remains current. However, the district shall apply annually for the renewal of any waiver regarding teacher credentialing. (Education Code 33051)

Legal Reference: (see next page)

WAIVERS (continued)

Legal Reference:

EDUCATION CODE

305-311 Structured English immersion program; parental exception waivers
5000-5033 Governing board elections
8750-8754 Grants for conservation education
10400-10407 Cooperative improvement programs
17047.5 Facilities used by special education students
17291 Portable school buildings
33050-33053 General waiver authority
37202 Equity length of time
41000-41360 School finance
41381 Minimum school day
41600-41854 Computation of allowances
41920-42842 Budget requirements; local taxation by school districts
44520-44534 New Careers Program
44666-44669 School-Based Management and Advanced Career Opportunities
44681-44689 Administrator Training and Evaluation
45108.7 Maximum number of senior management positions
48660-48666 Community day schools
48800 Attendance at community college
49550-49560 Meals for needy students
51224.5 Algebra instruction
51745.6 Charter school independent study ratio
51870-51874 Educational technology
52080-52090 Class size reduction grade 9
52122.6-52122.8 Class size reduction, impacted school sites
52160-52178 Bilingual-Bicultural Education Act of 1976
52180-52186 Bilingual teacher waiver
52200-52212 Gifted and Talented Pupils Program
52340-52346 Career Guidance Centers
52522 Plans for adult education
52850-52863 School-Based Program Coordination
54000-54028 Disadvantaged Youth Program
54100-54145 Miller-Unruh Basic Reading Program
54407 Waiver for compensatory education programs
56000-56867 Special education programs
58407 Waiver related to individualized instruction program
58900-58928 Restructuring demonstration programs
60119 Public hearing on sufficiency of instructional materials
60851 High school exit examination, waiver for student with disabilities
CODE OF REGULATIONS, TITLE 5
1032 Academic Performance Index
3100 Resource specialist caseload waivers
3945 Cooperative programs
9531 Instructional materials funding
11960 Charter school attendance
11963.4 Charter school percentage funding
13017 Waivers, compensatory education New Careers in Education Program

13044 Waivers, compensatory education Professional Development and Program Improvement Programs

Legal Reference continued: (see next page)

BP 1431(d)

WAIVERS (continued)

Legal Reference: (continued)

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

7115 Safe and Drug Free Schools, authorized activities

Management Resources:

WEB SITES

California Department of Education, Waiver Office: <http://www.cde.ca.gov/re/lr/wr>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Policy
adopted:
Business and Noninstructional Operations

CSBA MANUAL MAINTENANCE SERVICE
August 2013
BP 3311(a)

BIDS

The Governing Board is committed to promoting public accountability and ensuring prudent use of public funds. In leasing or purchasing equipment, materials, supplies, or services for the district and when contracting for public projects involving district facilities, the Board shall explore lawful opportunities to obtain the greatest possible value for its expenditure of public funds. When required by law, or if the Board determines that it is in the best interest of the district, such leases and purchases shall be made using competitive bidding.

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

(cf. 3000 - Concepts and Roles)

(cf. 3300 - Expenditures and Purchases)

The Superintendent or designee shall establish comprehensive bidding procedures for the district in accordance with law. The procedures shall include a process for advertising bids, instructions and timelines for submitting and opening bids, and other relevant requirements.

No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading the legal requirements of Public Contract Code 20111-20118.4. (Public Contract Code 20116)

When calling for bids, the Superintendent or designee shall ensure that the bid specification clearly describes in appropriate detail the quality, delivery, and service required and includes all information which the district knows, or has in its possession, that is relevant to the work to be performed or that may impact the cost of performing the work.

The Superintendent or designee shall develop the procedures to be used for rating bidders for award of contracts which, by law or Board policy, require prequalification. The procedures shall identify a uniform system for rating bidders and shall address the issues covered by the standardized questionnaire and model guidelines developed by the Department of Industrial Relations pursuant to Public Contract Code 20101.

(cf. 9270 - Conflict of Interest)

Except as authorized by law and specified in the administrative regulation, contracts shall be let to the lowest responsible bidder who shall give such security as the Board requires, or else all bids shall be rejected. (Public Contract Code 20111)

When the Board has determined that it is in the best interest of the district, the district may piggyback onto the contract of another public agency or corporation to lease or purchase equipment or supplies to the extent authorized by law. (Public Contract Code 20118)

Legal Reference: (see next page)

BP 3311(c)

BIDS (continued)

Legal Reference:

EDUCATION CODE

17070.10-17079.30 *Leroy F. Greene School Facilities Act*
17406 *Lease-leaseback contract*
17595 *Purchase of supplies through Department of General Services*
17602 *Purchase of surplus property from federal agencies*
38083 *Purchase of perishable foodstuffs and seasonable commodities*
38110-38120 *Apparatus and supplies*
39802 *Transportation services*

GOVERNMENT CODE

4217.10-4217.18 *Energy conservation contracts*
4330-4334 *Preference for California-made materials*
6252 *Definition of public record*
53060 *Special services and advice*
54201-54205 *Purchase of supplies and equipment by local agencies*

PUBLIC CONTRACT CODE

1102 *Emergencies*
2000-2002 *Responsive bidders*
3000-3010 *Roofing projects*
3400 *Bids, specifications by brand or trade name not permitted*
3410 *United States produce and processed foods*
6610 *Bid visits*
12200 *Definitions, recycled goods, materials and supplies*
20101-20103.7 *Public construction projects, requirements for bidding*
20103.8 *Award of contracts*
20107 *Bidder's security*
20111-20118.4 *Contracting by school districts*
20189 *Bidder's security, earthquake relief*
22002 *Definition of public project*
22030-22045 *Alternative procedures for public projects (UPCCAA)*
22050 *Alternative emergency procedures*
22152 *Recycled product procurement*

COURT DECISIONS

Los Angeles Unified School District v. Great American Insurance Co., (2010) 49 Cal.4th 739
Great West Contractors Inc. v. Irvine Unified School District, (2010) 187 Cal.App.4th 1425
Marshall v. Pasadena Unified School District, (2004) 119 Cal.App.4th 1241
Konica Business Machines v. Regents of the University of California, (1988) 206 Cal.App.3d 449
City of Inglewood-Los Angeles County Civic Center Authority v. Superior Court, (1972) 7 Cal.3d 861

ATTORNEY GENERAL OPINIONS

89 *Ops. Cal. Atty. Gen.* 1 (2006)

Management Resources:

WEB SITES

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

California Association of School Business Officials: <http://www.casbo.org>

Policy
adopted:
Business and Noninstructional Operations

CSBA MANUAL MAINTENANCE SERVICE
August 2013
AR 3311(a)

BIDS

Advertised/Competitive Bids

The district shall advertise for competitive bids to let any public project contract involving an expenditure of \$15,000 or more. *Public project* means construction, reconstruction, erection, alteration, renovation, improvement, painting, repainting, demolition, and repair work involving a district owned, leased, or operated facility. (Public Contract Code 20111, 22002)

The district shall also seek competitive bids through advertisement for contracts exceeding the amount specified in law, as annually adjusted by the Superintendent of Public Instruction, for any of the following: (Public Contract Code 20111)

1. The purchase of equipment, materials, or supplies to be furnished, sold, or leased to the district
2. Services, not including construction services or special services and advice in accounting, financial, legal, or administrative matters
3. Repairs that are not a public project, including maintenance

Maintenance means routine, recurring, and usual work for preserving, protecting, and keeping a district facility operating in a safe, efficient, and continually usable condition for the intended purpose for which it was designed, improved, constructed, altered, or repaired. *Maintenance* includes, but is not limited to, carpentry, electrical, plumbing, glazing, and other craft work designed to preserve the facility, as well as repairs, cleaning, and other operations on machinery and other permanently attached equipment, but does not include painting, repainting, or decorating other than touchup, or among other types of work, janitorial or custodial services and protection provided by security forces. (Public Contract Code 20115)

AR 3311(b)

BIDS (continued)

Instructions and Procedures for Advertised Bids

The Superintendent or designee shall call for bids by placing a notice at least once a week for two weeks in a local newspaper of general circulation published in the district, or if no such newspaper exists, then in some newspaper of general circulation circulated in the county. The Superintendent or designee also may post the notice on the district's web site or through an electronic portal. The notice shall state the work to be done or materials or supplies to be furnished and the time and place and web site where bids will be opened. The district may accept a bid that has been submitted electronically or on paper. (Public Contract Code 20112)

(cf. 1113 - District and School Web Sites)

The notice shall contain the time, date, and location of any mandatory prebid conference, site visit, or meeting. The notice shall also detail when and where project documents, including the final plan and specifications, are available. Any such mandatory visit or meeting shall occur not less than five calendar days after the publication of the initial notice. (Public Contract Code 6610)

Bid instructions and specifications shall include the following requirements and information:

1. All bidders shall certify the minimum, if not exact, percentage of post-consumer materials in products, materials, goods, or supplies offered or sold. (Public Contract Code 22152)

(cf. 3510 - Green School Operations)

2. All bids for construction work shall be presented under sealed cover and shall be accompanied by one of the following forms of bidder's security: (Public Contract Code 20107, 20111)
 - a. Cash
 - b. A cashier's check made payable to the district
 - c. A certified check made payable to the district

AR 3311(c)

BIDS (continued)

- d. A bidder's bond executed by an admitted surety insurer and made payable to the district

The security of unsuccessful bidders shall be returned in a reasonable period of time, but in no event later than 60 days after the bid is awarded. (Public Contract Code 20111)

3. When a standardized proposal form is provided by the district, bids not presented on the standard form shall be disregarded. (Public Contract Code 20111.5)
4. Bids shall not be accepted after the advertised bid opening time, regardless of whether the bids are actually opened at that time. (Public Contract Code 20112)
5. When two or more identical lowest or highest bids are received, the Governing Board may determine by lot which bid shall be accepted. (Public Contract Code 20117)
6. If the district requires that the bid include prices for items that may be added to or deducted from the scope of work in the contract, the bid solicitation shall specify which one of the following methods will be used to determine the lowest bid. In the absence of such a specification, only the method provided in item #a below shall be used. (Public Contract Code 20103.8)
 - a. The lowest bid shall be the lowest total of the bid prices on the base contract without consideration of the prices on the additive or deductive items.
 - b. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that were specifically identified in the bid solicitation as being used for the purpose of determining the lowest bid price.
 - c. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that, when taken in order from a specifically identified list of those items in the solicitation, and added to or subtracted from the base contract, are less than or equal to a funding amount publicly disclosed by the district before the first bid is opened.

AR 3311(d)

BIDS (continued)

The lowest bid shall be determined in a manner that prevents any information that would identify any of the bidders or proposed subcontractors or suppliers from being revealed to the district before the ranking of all bidders from lowest to highest has been determined. (Public Contract Code 20103.8)

7. Any subsequent change or alteration of a contract shall be governed by the provisions of Public Contract Code 20118.4.
8. After being opened, all submitted bids become public records pursuant to Government Code 6252 and shall be made available for public review pursuant to law, Board policy, and administrative regulation.

(cf. 1340 - Access to District Records)

9. When a bid is disqualified as nonresponsive based on district investigation or other information not obtained from the submitted bid, the Superintendent or designee shall notify the bidder and give him/her an opportunity to respond to the information.

Prequalification Procedure

When required by law or the Board, each prospective bidder shall complete and submit a standardized questionnaire and financial statement. For this purpose, the Superintendent or designee shall provide a standardized proposal form which requires a complete statement of the bidder's financial ability and experience in performing public works. The bidder's information shall be verified under oath in the manner in which civil law pleadings are verified. The questionnaires and financial statements shall not be public records and shall not be open to public inspection. (Public Contract Code 20111.5, 20111.6)

Prospective bidders shall submit the questionnaire and financial statement at least five days before the date fixed for public opening of sealed bids. (Public Contract Code 20111.5)

The Superintendent or designee shall establish a uniform system for rating bidders on the basis of completed questionnaires and financial statements in order to determine the size of contracts on which each bidder is qualified to bid. Bidders must be prequalified by the district at least one day before the fixed bid-opening date. (Public Contract Code 20111.5)

AR 3311(e)

BIDS (continued)

The district may establish a procedure for prequalifying bidders on a quarterly basis and may authorize that prequalification be considered valid for up to one calendar year following the date of the initial prequalification. (Public Contract Code 20111.5)

Award of Contract

The district shall award each contract to the lowest responsible bidder except in the following circumstances:

1. When the contract is for the procurement and/or maintenance of electronic data processing systems and supporting software, in which case the Board may contract with any one of the three lowest responsible bidders (Public Contract Code 20118.1)
2. For any transportation service contract involving an expenditure of more than \$10,000, which the Board contemplates may be made with a person or corporation other than a common carrier, municipally owned transit system, or a parent/guardian of students who are to be transported, in which case the Board may contract with other than the lowest bidder (Education Code 39802)

3. When the contract is one for which the Board has established goals and requirements relating to participation of minority, women, disabled veteran, or small business enterprises in accordance with Public Contract Code 2000-2002, in which case the Board may contract with the lowest responsible bidder who complies or makes a good faith effort to comply with the goals and requirements (Public Contract Code 2000-2002)

Protests by Bidders

A bidder may protest a bid award if he/she believes that the award is not in compliance with law, Board policy, or the bid specification. A protest must be filed in writing with the Superintendent or designee within five working days after receipt of notification of the contract award and shall include all documents supporting or justifying the protest. A

AR 3311(f)

BIDS (continued)

bidder's failure to file the protest documents in a timely manner shall constitute a waiver of his/her right to protest the award of the contract.

The Superintendent or designee shall review the documents submitted with the bidder's claims and render a decision in writing within 30 working days. The Superintendent or designee may also convene a meeting with the bidder in order to attempt to resolve the problem.

The bidder may appeal the Superintendent or designee's decision to the Board. The Superintendent or designee shall provide reasonable notice to the bidder of the date and time for Board consideration of the protest. The Board's decision shall be final.

Alternative Bid Procedures for Technological Supplies and Equipment

Rather than seek competitive bids, the Board may use competitive negotiation when it makes a finding that a district procurement is for computers, software, telecommunications equipment, microwave equipment, or other related electronic equipment and apparatus. Competitive negotiation shall not be used to contract for construction or for the procurement of any product that is available in substantial quantities to the general public. (Public Contract Code 20118.2)

The competitive negotiation process shall include, but not be limited to, the following requirements: (Public Contract Code 20118.2)

1. The Superintendent or designee shall prepare a request for proposals (RFP) that shall be submitted to an adequate number of qualified sources, as determined by the district, to permit reasonable competition consistent with the nature and requirement of the procurement.

2. Notice of the RFP shall be published at least twice in a newspaper of general circulation, at least 10 days before the date for receipt of the proposals.
3. The Superintendent or designee shall make every effort to generate the maximum feasible number of proposals from qualified sources and shall make a finding to that effect before proceeding to negotiate if only a single response to the RFP is received.
4. The RFP shall identify all significant evaluation factors, including price, and their relative importance.
5. The Superintendent or designee shall provide reasonable procedures for the technical evaluation of the RFPs received, the identification of qualified sources, and the selection for the award of the contract.

AR 3311(g)

BIDS (continued)

6. The Board shall award the contract to the qualified bidder whose proposal meets the evaluation standards and will be most advantageous to the district with price and all other factors considered.
7. If the Board does not award the contract to the bidder whose proposal contains the lowest price, then the Board shall make a finding setting forth the basis for the award.
8. The Board, at its discretion, may reject all proposals and request new RFPs.
9. Provisions in any contract concerning utilization of small business enterprises that are in accordance with the RFP shall not be subject to negotiation with the successful proposer.

Sole Sourcing

In any contract for the construction, alteration, or repair of school facilities, the Superintendent or designee shall not draft the bid specification in a manner that: (Public Contract Code 3400)

1. Directly or indirectly limits bidding to any one specific concern
2. Calls for a designated material, product, thing, or service by a specific brand or trade name, unless the specification is followed by the words "or equal," so that bidders may furnish any equal material, product, thing, or service

In any such case, the bid specification shall provide a time period, before and/or after the award of the contract, for the contractor to submit data substantiating the request for substituting the designated material, product, thing, or service. If no such time

period is specified, the contractor may submit the data within 35 days after the award of the contract.

AR 3311(h)

BIDS (continued)

However, the Superintendent or designee may designate a specific material, product, thing, or service by brand or trade name (sole sourcing), if the Board has made a finding, described in the invitation for bids or RFP, that a particular material, product, thing, or service is designated for any of the following purposes: (Public Contract Code 3400)

1. To conduct a field test or experiment to determine its suitability for future use
2. To match others in use on a particular public improvement that has been completed or is in the course of completion
3. To obtain a necessary item that is only available from one source
4. To respond to the Board's declaration of an emergency, as long as the declaration has been approved by four-fifths of the Board when issuing the invitation for bid or RFP

(cf. 9323.2 - Actions by the Board)

Bids Not Required

Without advertising for bids and upon a determination that it is in the best interest of the district, the Board may authorize another public corporation or agency, by contract, lease, requisition, or purchase order, to lease data-processing equipment or to purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner that the other public corporation or agency is authorized to make the leases or purchases from a vendor ("piggyback"). Alternatively, if the public corporation or agency has an existing contract with a vendor for the lease or purchase of personal property, the district may authorize the lease or purchase of personal property directly from the vendor and make payments under the same terms that are available to the public corporation or agency under the contract. (Public Contract Code 20118)

(cf. 3300 - Expenditures and Purchases)

AR 3311(i)

BIDS (continued)

In addition, upon a determination that it is in the best interest of the district and without advertising for bids, the Board may lease currently owned district property to any person, firm, or corporation for a minimum of \$1 per year, as long the lease requires the person, firm, or corporation to construct a building or buildings on the property for the district's use during

the lease and the property and building(s) will vest in the district at the expiration of the lease ("lease-leaseback"). (Education Code 17406)

(cf. 3280 - Sale or Lease of District-Owned Real Property)

Without advertising for bids, the Board may enter into an energy service contract and any related facility ground lease, when it determines that the terms of the contract and lease are in the best interest of the district. The Board's determination shall be made at a regularly scheduled public hearing of which notice is given to the public at least two weeks in advance and shall be based on cost comparison findings specified in Government Code 4217.12. (Government Code 4217.12)

(cf. 3510 - Green School Operations)

(cf. 3511 - Energy and Water Management)

(cf. 9320 - Meetings and Notices)

Supplementary textbooks, library books, educational films, audiovisual materials, test materials, workbooks, instructional computer software packages, or periodicals may be purchased in any amount without taking estimates or advertising for bids. (Public Contract Code 20118.3)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

(cf. 6161.11 - Supplementary Instructional Materials)

(cf. 6163.1 - Library Media Centers)

Perishable foodstuffs and seasonal commodities needed in the operations of cafeterias may be purchased through bid or on the open market. (Education Code 38083)

(cf. 3551 - Food Service Operations/Cafeteria Fund)

In an emergency when any repairs, alterations, work, or improvement to any school facility is necessary to permit the continuance of existing school classes or to avoid danger to life or property, the Board may, by unanimous vote and with the approval of the County Superintendent of Schools, contract for labor and materials or supplies without advertising for or inviting bids or may authorize the use of day labor or force account for the emergency purpose. (Public Contract Code 20113)

(cf. 3517 - Facilities Inspection)

Bids shall not be required for day labor under circumstances specified in Public Contract Code 20114. Day labor shall include the use of maintenance personnel employed on a permanent or temporary basis. (Public Contract Code 20114)

The district may purchase any surplus property from the federal government or any of its agencies in any quantity needed for the operation of its schools without taking estimates or advertising for bids. (Education Code 17602)

Regulation
approved:
Business and Noninstructional Operations

CSBA MANUAL MAINTENANCE SERVICE
August 2013
BP 3350(a)

TRAVEL EXPENSES

The Governing Board recognizes that district employees may incur expenses in the course of performing their assigned duties and responsibilities. To ensure the prudent use of public funds, the Superintendent or designee shall establish rules to keep such expenses to a minimum while affording employees a reasonable level of safety and convenience.

(cf. 9250 - Remuneration, Reimbursement and Other Benefits)

The Board shall authorize payment for actual and necessary travel expenses incurred by any employee performing authorized services for the district, whether within or outside district boundaries. (Education Code 44032)

The Superintendent or designee shall establish procedures for the approval of travel requests and the submission and verification of expense claims. He/she also shall establish reimbursement rates in accordance with law and Board policy.

An employee shall obtain approval from the Superintendent or designee prior to traveling. The Superintendent or designee may approve travel requests in accordance with the adopted budget and upon determining that the travel is authorized or assigned by the employee's supervisor, is necessary to attend a conference or other staff development opportunity that will enhance employee performance, and/or is otherwise necessary to the performance of the employee's duties. Travel expenses not previously budgeted may be approved on a case-by-case basis by the Superintendent or designee if he/she determines that the travel is essential and that resources may be obtained or redirected for this purpose.

(cf. 3100 - Budget)
(cf. 3110 - Transfer of Funds)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

All out-of-state travel for which reimbursement will be claimed shall be approved in advance by the Board.

Reimbursable travel expenses may include, but are not limited to, costs of transportation, parking fees, bridge or road tolls, lodging when district business reasonably requires an overnight stay, registration fees for seminars and conferences, telephone and other communication expenses incurred on district business, and other necessary incidental expenses.

BP 3350(b)

TRAVEL EXPENSES (continued)

The district shall not reimburse personal travel expenses including, but not limited to, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the employee on district-related business, personal use of an automobile, and personal losses or traffic violation fees incurred while on district business.

Except as otherwise provided, reimbursement of travel expenses shall be based on actual expenses as documented by receipts.

Authorized employees shall be reimbursed for the use of their own private vehicles in the performance of assigned duties, on either a mileage or monthly basis as determined by the Superintendent or designee. (Education Code 44033)

The mileage allowance provided by the district for employees' use of their private vehicles shall be equal to the rate established by the Internal Revenue Service.

Vehicles should be shared whenever possible to minimize travel costs. No employee shall be entitled to reimbursement for automobile travel when he/she is transported free of charge or by another employee who is entitled to the expense reimbursement.

The Superintendent or designee shall establish a per diem allowance for meal costs incurred while traveling on district business based on the location and hours of travel. The per diem allowance shall not exceed the standard meal allowance for business-related travel prescribed for federal income tax purposes.

BP 3350(c)

TRAVEL EXPENSES (continued)

Any expense that exceeds the maximum rate of reimbursement established by the district shall be reimbursed only with the approval of the Superintendent or designee.

All expense reimbursement claims shall be submitted on a district form, within 10 working days following return from travel when possible. The form shall be accompanied by receipts and any explanation necessary to document that the expenses meet district criteria for reimbursement.

The Superintendent or designee shall approve expense claims only upon verifying that all necessary documentation is provided and that all expenses are appropriate and related to district business. If an expense claim is disallowed due to lack of documentation or inappropriate expenses, the employee may be personally responsible for any improper costs incurred.

When approved by the Superintendent or designee, an employee may be issued a district credit card for use while on authorized district business. Receipts documenting the expenses incurred on a district credit card shall be submitted promptly following return from travel. Under no circumstances shall personal expenses be charged on a district credit card, even if the employee intends to subsequently reimburse the district for the personal charges.

When necessary, the Superintendent or designee may approve a cash advance, not to exceed the estimated out-of-pocket reimbursable expenses, to an employee authorized to travel on district business. Within 10 working days following return from travel, the employee shall submit a final accounting with all necessary supporting documentation. He/she shall refund to the district any amount of cash advance exceeding the actual approved reimbursable expenses.

Legal Reference: (see next page)

BP 3350(d)

TRAVEL EXPENSES (continued)

Legal Reference:

EDUCATION CODE

42634 *Itemization of expenses*

44016 *Travel expense to employment interview*

44032 *Travel expenses*

44033 *Automobile allowance*

44802 *Student teacher's travel expense*

Management Resources:

INTERNAL REVENUE SERVICE PUBLICATIONS

Per Diem Rates (For Travel Within the Continental United States), Publication 1542

WEB SITES

Internal Revenue Service: <http://www.irs.gov>

U.S. General Services Administration, Per Diem Rates: <http://www.gsa.gov/perdiem>

H. 7. H.

Policy
adopted:
Business and Noninstructional Operations

CSBA MANUAL MAINTENANCE SERVICE
August 2013
AR 3514(a)

ENVIRONMENTAL SAFETY

The Superintendent may designate and train one or more employees to oversee and coordinate the district's environmental safety program(s). The responsibilities of the coordinator(s) shall include, but are not limited to, overseeing assessments of district facilities, recommending strategies for the prevention and mitigation of environmental health risks, ensuring effective implementation of environmental safety strategies, and reporting to the Superintendent regarding the district's progress in addressing environmental safety concerns.

(cf. 3510 - Green School Operations)
(cf. 3511 - Energy and Water Management)
(cf. 3517 - Facilities Inspection)
(cf. 4157/4257/4357 - Employee Safety)

(cf. 5030 - Student Wellness)
(cf. 5142 - Safety)
(cf. 7111 - Evaluating Existing Buildings)
(cf. 7150 - Site Selection and Development)

Outdoor Air Quality

The Superintendent or designee may monitor local health advisories and outdoor air quality alerts, including forecasts of ozone levels, particle pollution, and/or ultraviolet radiation levels.

Whenever these measures indicate a significant health risk, the Superintendent or designee shall communicate with each principal so that outdoor activities, especially those requiring prolonged or heavy exertion, may be avoided, limited in duration, or modified as necessary for all persons or for persons who may be particularly susceptible to the health risk involved.

(cf. 5141.7 - Sun Safety)
(cf. 6142.7 - Physical Education and Activity)
(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6145.2 - Athletic Competition)

Vehicle Emissions

AR 3514(d)

ENVIRONMENTAL SAFETY (continued)

In order to reduce public exposure to toxic air contaminants, school bus drivers and other drivers of commercial motor vehicles shall limit unnecessary idling of vehicles at or near schools in accordance with 13 CCR 2480.

(cf. 3540 - Transportation)
(cf. 3541.1 - Transportation for School-Related Trips)
(cf. 3542 - School Bus Drivers)

Any diesel-fueled school bus with a gross vehicle weight rating over 14,000 pounds manufactured on or after April 1, 1977 shall be equipped with a particulate filter designed to reduce particulate matter emissions, oxides of nitrogen emissions, and other pollutants. (13 CCR 2025)

Drinking Water

The quality and safety of the district's drinking water sources shall be regularly assessed.

Whenever testing of drinking water finds concentrations of lead that exceed federal and state standards in 40 CFR 141.80 and 22 CCR 64678, water outlets shall be flushed thoroughly each day before use or made inoperable until a plan for remediation can be implemented.

Whenever levels of arsenic, bacteria, or other contaminants in the drinking water are determined to be a concern, the Superintendent or designee may recommend basic filtration or pipe flushing when feasible.

AR 3514(e)

ENVIRONMENTAL SAFETY (continued)

Until drinking water is assured to be safe, the Superintendent or designee may explore alternatives, such as bottled water, to ensure that students have access to fresh drinking water at mealtimes and at other times throughout the day. As needed, he/she also may encourage appropriate governmental agencies to conduct regular testing of the water quality in district schools and to implement strategies to improve water quality in the community.

(cf. 3550 - Food Service/Child Nutrition Program)

Drinking fountains in district schools shall be regularly cleaned and maintained to avoid the presence of dirt, mold, or other impurities or health concerns.

Asbestos Management

The Superintendent shall designate an employee who shall ensure that the district's responsibilities related to asbestos inspection and abatement are implemented in accordance with federal and state regulations. This employee shall receive adequate training to perform these duties, including, as necessary, training on the health effects of asbestos; detection, identification, and assessment of asbestos-containing materials; options for controlling asbestos-containing building materials; and relevant federal and state regulations. (40 CFR 763.84)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

The designated employee shall ensure that the district complies with the following requirements:

1. School facilities shall be inspected for asbestos-containing materials as necessary in accordance with the following:
 - a. Any school building that is leased or acquired by the district shall be inspected for asbestos-containing materials prior to its use as a school building, unless exempted by federal regulations. (40 CFR 763.85, 763.99)
 - b. At least once every six months, the district shall conduct a periodic surveillance consisting of a visual inspection of each school building that contains or is assumed to contain asbestos-containing building materials. (40 CFR 763.92)

- c. At least once every three years, the district shall conduct a re-inspection of all known or assumed asbestos-containing building materials in each school building. (40 CFR 763.85)
2. Based on the results of the inspection, an appropriate response which is sufficient to protect human health and the environment shall be determined from among the options specified in 40 CFR 763.90. The district may select the least burdensome response, taking into consideration local circumstances, including occupancy and use patterns within the school building and economic concerns such as short-term and long-term costs. (40 CFR 763.90)
3. An asbestos management plan for each school site shall be maintained and regularly updated to keep it current with ongoing operations and maintenance, periodic surveillance, inspection, re-inspection, and response action activities. (15 USC 2643; 40 CFR 763.93)

AR 3514(h)

ENVIRONMENTAL SAFETY (continued)

The asbestos management plan shall be available for inspection in district and school offices during normal business hours. Parent/guardian, teacher, and employee organizations shall be annually informed of the availability of these plans. (40 CFR 763.84)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

(cf. 5145.6 - Parental Notifications)

4. Staff, students, and parents/guardians shall be informed at least once each school year about any inspections, response actions, and post-response actions, including periodic re-inspection and surveillance activities, that are planned or in progress. (40 CFR 763.84)
5. Inspections, re-inspections, periodic surveillance, and response actions, including operations and maintenance, shall be conducted in compliance with state and federal regulations for the protection and safety of workers and all other individuals. (Education Code 49410.5; 40 CFR 763.84)

Asbestos inspection and abatement work and any maintenance activities that may disturb asbestos-containing building materials, except for emergency repairs or small-scale, short-duration maintenance activities, shall be completed by state-certified asbestos inspectors or contractors. (15 USC 2646; 40 CFR 763.84, 763.85, 763.91)

6. All custodial and maintenance employees shall be properly trained in accordance with applicable federal and/or state regulations. (40 CFR 763.84)

All district maintenance and custodial staff who may work in a building that contains asbestos-containing materials, regardless of whether they are required to work with

such materials, shall receive at least two hours of related asbestos awareness training. New maintenance and custodial staff shall receive such training within 60 days after beginning employment. Any maintenance or custodial staff who conduct activities that will disturb asbestos-containing materials shall receive 14 hours of additional training. The trainings shall address the topics specified in 40 CFR 763.92. (15 USC 2655; 40 CFR 763.84, 763.92)

7. Short-term workers, such as telephone repair workers, utility workers, or exterminators, who may come in contact with asbestos in a school shall be provided information regarding the locations of known or suspected asbestos-containing building materials. (40 CFR 763.84)
8. Warning labels shall be posted immediately adjacent to any known or suspected asbestos-containing building material located in routine maintenance areas in accordance with 40 CFR 763.95. (40 CFR 763.84)

AR 3514(i)

ENVIRONMENTAL SAFETY (continued)

The district shall maintain, in both the district and school offices and for a period of three years, records pertaining to each preventive measure and response action taken; staff training; periodic surveillances conducted; cleaning, operations, and maintenance activities; and any fiber release episode. (40 CFR 763.94)

H. 7. I.

Regulation
approved:
Business and Noninstructional Operations

CSBA MANUAL MAINTENANCE SERVICE
August 2013
AR 3542(a)

SCHOOL BUS DRIVERS

Qualifications

All drivers employed to operate school buses or student activity buses shall possess, and shall retain in their immediate possession while operating the bus, the following documents: (Vehicle Code 12517, 12517.4)

1. A valid driver's license issued by the California Department of Motor Vehicles (DMV) for the appropriate class of vehicle to be driven and endorsed for school bus and/or passenger transportation
2. A certificate issued by the California Highway Patrol (CHP) which permits the operation of school buses or student activity buses, as applicable

(cf. 3540 - Transportation)

(cf. 3541.1 - Transportation for School-Related Trips)

(cf. 4200 - Classified Personnel)

(cf. 4111/4211/4311 - Recruitment and Selection)

AR 3542(b)

SCHOOL BUS DRIVERS (continued)

When initially applying for or renewing a license or certificate to drive a school bus or student activity bus, and annually upon reaching age 65 years, the driver shall submit to the DMV and to the Superintendent or designee a report of a medical examination conducted in accordance with the timelines and procedures specified in Vehicle Code 12517.2. (Vehicle Code 12517.2; 13 CCR 1234)

The Superintendent or designee shall notify each driver of the expiration date of his/her driver's license, certificate, and medical certificate and shall ensure each document is renewed prior to expiration. (13 CCR 1234)

(4112.9/4212.9/4312.9 - Employee Notifications)

School bus and student activity bus drivers shall be subject to drug and alcohol testing in accordance with Board policy and the requirements of federal law.

(cf. 4112.42/4212.42/4312.42 - Drug and Alcohol Testing for School Bus Drivers)

The Superintendent or designee shall notify the DMV within five days whenever any driver refuses, fails to comply, or receives a positive test result on a drug or alcohol test; is dismissed for a cause related to student transportation safety; or is reinstated after being dismissed for a cause related to student transportation safety. (Vehicle Code 1808.8, 13376)

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

Training

In addition to any other training required to obtain or renew the certificate authorizing operation of a school bus or student activity bus, drivers shall receive training which includes, but is not limited to:

AR 3542(c)

SCHOOL BUS DRIVERS (continued)

1. First aid practices deemed necessary for school bus drivers, through a course of instruction that prepares drivers to pass the related DMV examination (Vehicle Code 12522)
2. The proper installation of mobile seating devices in the bus securement systems (Education Code 56195.8)

(cf. 3541.2 - Transportation for Students with Disabilities)

3. The proper actions to be taken in the event that a school bus is hijacked (Education Code 39831)

To determine any other needs for professional development, the Superintendent or designee shall periodically review accident reports involving district drivers and may seek input from drivers, district and school administrators, students, and/or other stakeholders on desired topics for professional development.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Authority

Students transported in a school bus or student activity bus shall be under the authority of, and responsible directly to, the driver of the bus. The driver shall be held responsible for the orderly conduct of the students while they are on the bus or being escorted across a street, highway, or road. (5 CCR 14103)

(cf. 5131.1 - Bus Conduct)

AR 3542(d)

SCHOOL BUS DRIVERS (continued)

The driver shall have the authority to discontinue the operation of a school bus or student activity bus whenever he/she determines that it is unsafe to continue.

(cf. 3516.5 - Emergency Schedules)

(cf. 3543 - Transportation Safety and Emergencies)

This regulation and AR 5131.1 - Bus Conduct shall be made available to parents/guardians, students, teachers, and other interested parties. (5 CCR 14103)

Responsibilities

The driver's primary responsibility is to safely transport students to and from school and school activities. He/she shall follow procedures contained in district plans and regulations pertaining to transportation safety.

The driver shall stop to load or unload students only at school bus stops designated by the Superintendent or designee, or authorized by the Superintendent or designee for school activity trips. (Vehicle Code 22112)

(cf. 3541 - Transportation Routes and Services)

The driver shall activate the amber warning light system, flashing red signal lights, and stop arm signal and shall escort students in accordance with Vehicle Code 22112.

The driver shall not require any student to leave the bus en route between home and school or other destinations. (5 CCR 14103)

The driver shall not drive a school bus or student activity bus while using a wireless telephone or using a wireless communications device for text-based communication, except when otherwise authorized by law and AR 3543 - Transportation Safety and Emergencies.

AR 3542(e)

SCHOOL BUS DRIVERS (continued)

The driver shall report the following to the Superintendent or designee:

1. The condition of the bus at the completion of each work day (13 CCR 1215)
2. His/her duty status for each 24-hour period, including, but not limited to, the number of hours on and off duty (13 CCR 1213)
3. Any traffic accident involving the bus (13 CCR 1219)

In addition to notifying the Superintendent or designee, the driver shall immediately notify the CHP of any traffic accident and, if the bus is operated under contract, his/her employer. (13 CCR 1219)

4. Traffic violations
5. Consistently late school dismissals which cause transportation delays
6. Overload runs
7. Recurring and serious student misbehavior
8. Parent/guardian and student complaints

Vehicle Idling

The driver of a school bus or student activity bus shall: (13 CCR 2480)

1. Turn off the bus engine upon stopping at a school or within 100 feet of a school and not restart the engine more than 30 seconds before beginning to depart
2. Not cause or allow the bus to idle at any location greater than 100 feet from a school for more than five consecutive minutes or for an aggregated period of more than five minutes in any one hour

AR 3542(f)

SCHOOL BUS DRIVERS (continued)

(cf. 3514 - Environmental Safety)

However, vehicle idling may be allowed under limited conditions, including, but not limited to, occasions when idling is necessary to: (13 CCR 2480)

1. Stop for an official traffic control signal or device, for traffic conditions under which the driver has no control, or at the direction of law enforcement
2. Ascertain that the bus is in safe operating condition and properly equipped
3. Operate equipment designed to safely load, unload, or transport students with disabilities
4. Operate a heater, air conditioner, defroster, or other equipment as necessary to ensure the safety or health of passengers
5. Cool down a turbo-charged diesel engine before turning off the engine
6. Recharge a battery or other energy storage unit of a hybrid electric bus or vehicle

The Superintendent or designee shall notify all drivers, upon employment and at least once per year thereafter, of the requirements specified above and the potential legal and employment consequences of failure to comply. All complaints of noncompliance shall be reviewed and remedial action taken as necessary. The Superintendent or designee shall retain records of the training and of any complaints and enforcement actions for at least three years. (13 CCR 2480)

Reports

The Superintendent or designee shall retain records of: (13 CCR 1234)

1. Each driver's duty status and supporting documents provided pursuant to 13 CCR 1201 and 1213. Such records shall be retained for six months and made available to the CHP upon request.
2. The different types of vehicles and vehicle combinations each driver has demonstrated capability to operate.
3. Records of each driver's license, certificate, medical certificate, first aid certificate, and training as specified in 13 CCR 1234.
4. Daily vehicle inspection reports prepared by drivers pursuant to 13 CCR 1215.

AR 3542(g)

SCHOOL BUS DRIVERS (continued)

(cf. 3580 - District Records)

Legal Reference:

EDUCATION CODE

39800.5 *Qualifications of driver of 15-passenger van*

39830-39842 *School buses*

40080-40090.5 *Training required to obtain or renew bus driver certificate*

45125.1 *Criminal background checks for contractors*

56195.8 *Training in installation of mobile seating devices*

HEALTH AND SAFETY CODE

39640-39642 *Vehicle idling, penalties*

PENAL CODE

241.3 *Assault against school bus driver*

243.3 *Battery against school bus driver*

VEHICLE CODE

415 *Definition of motor vehicle*

545 *Definition of school bus*

546 *Definition of student activity bus*

1808.8 *Dismissal for safety-related cause*

2570-2574 *Contracts with private school bus contractors*

12516-12517.4 *Certification requirements*

12522 *First aid training for school bus drivers*

13370-13371 *Suspension or revocation of bus driver certificate*

13376 *Driver certificates; revocation or suspension; sex offense prosecution*

22112 *School bus signals; roadway crossings*

23123-23125 *Prohibitions against use of wireless telephone and text communications while driving; exceptions*

25257-25257.7 *School bus equipment*

34501.6 *School buses; reduced visibility*

CODE OF REGULATIONS, TITLE 5

14103 *Authority of the driver*

14104 *School bus driver instructor*

CODE OF REGULATIONS, TITLE 13

1200-1202.2 *Motor carrier safety*

1212-1228 *School bus driver requirements*

1234 *Reports regarding school buses and bus drivers*

2480 *Vehicle idling*

CODE OF FEDERAL REGULATIONS, TITLE 49

40.1-40.413 *Transportation drug and alcohol testing programs*

382.101-382.605 *Controlled substance and alcohol use and testing*

571.222 *Federal motor vehicle safety standard #222*

Management Resources:

DEPARTMENT OF MOTOR VEHICLES PUBLICATIONS

California Commercial Driver Handbook

NATIONAL HIGHWAY TRAFFIC SAFETY ADMINISTRATION PUBLICATIONS

School Bus Driver In-Service Safety Series, October 2011

Management Resources continued: (see next page)

AR 3542(h)

SCHOOL BUS DRIVERS (continued)

Management Resources: (continued)

WEB SITES

California Air Resources Board: <http://www.arb.ca.gov>
California Department of Education, Office of School Transportation: <http://www.cde.ca.gov/ls/tm>
California Highway Patrol: <http://www.chp.ca.gov>
California Department of Motor Vehicles: <http://www.dmv.ca.gov>
California Department of Justice: <http://oag.ca.gov>
National Transportation Safety Board: <http://www.nts.gov>
*U.S. Department of Transportation, National Highway Traffic Safety Administration:
<http://www.nhtsa.dot.gov>*

Regulation
approved:
All Personnel

CSBA MANUAL MAINTENANCE SERVICE
August 2013
BP 4112.42(a)
4212.42
4312.42

DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS

The Governing Board desires to ensure that district-provided transportation is safe for students, staff, and the public. To that end, the Superintendent or designee shall establish a drug and alcohol testing program designed to prevent the operation of buses or the

performance of other safety-sensitive functions by a driver who is under the influence of drugs or alcohol, including a driver of a school bus, student activity bus, or other school transportation vehicle or any other employee who holds a commercial driver's license which is necessary to perform duties related to district employment.

(cf. 3540 - Transportation)

(cf. 3542 - School Bus Drivers)

(cf. 3543 - Transportation Safety and Emergencies)

(cf. 4020 - Drug and Alcohol-Free Workplace)

(cf. 4112.41/4212.41/4312.41 - Employee Drug Testing)

A driver shall not report for duty or remain on duty when he/she has used any drug listed in 21 CFR 1308.11. A driver is also prohibited from reporting for duty or remaining on duty when he/she has used any drug listed in 21 CFR 1308.12-1308.15, unless he/she is using the drug under the direction of a physician who has advised him/her that the substance will not adversely affect the driver's ability to safely operate a bus. In addition, a driver shall not consume alcohol while on duty or for four hours prior to on-duty time. (49 CFR 382.201-382.209, 382.213)

BP 4112.42(b)

4212.42

4312.42

DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS (continued)

The district's testing program for drivers shall include pre-employment drug testing and reasonable suspicion, random, post-accident, return-to-duty, and follow-up drug and alcohol testing of drivers. (49 USC 31306; 49 CFR 382.301-382.311)

Except as otherwise provided by law, the Superintendent or designee shall not release individual test results or medical information about a driver to a third party without the driver's specific written consent. (49 CFR 40.321)

Consequences Based on Test Results

Any driver who refuses to take a required drug or alcohol test, tests positive for drugs, or is found to have a blood alcohol concentration level that exceeds the levels specified in law shall be removed from performing safety-sensitive functions in accordance with 49 CFR 40.23 and 382.211.

No driver shall be temporarily removed from the performance of safety-sensitive functions based only on a laboratory report of a confirmed positive test before the certified medical review officer has completed verification of the test results, unless the district has obtained a waiver. (49 CFR 40.21, 382.107, 382.119)

Not later than five days after receiving notification of the test result or refusal to comply, the Superintendent or designee shall report any refusal, failure to comply, or positive test result

to the California Department of Motor Vehicles (DMV) using a form approved by the DMV. (Vehicle Code 13376)

BP 4112.42(c)
4212.42
4312.42

DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS (continued)

A driver who has violated federal drug and alcohol regulations may be subject to disciplinary action up to and including dismissal in accordance with law, administrative regulations, and the district's collective bargaining agreement.

(cf. 4117.4 - Dismissal)

(cf. 4118 - Suspension/Disciplinary Action)

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

Voluntary Self-Identification

Whenever a driver admits to alcohol or drug misuse under the district's voluntary self-identification program, the Superintendent or designee shall ensure all of the following: (49 CFR 382.121)

1. No adverse action shall be taken against the driver by the district.
2. The driver shall be allowed sufficient opportunity to seek evaluation, education, or treatment to establish control over his/her drug or alcohol problem.
3. The driver shall be permitted to participate in safety-sensitive functions only after:
 - a. Successfully completing an education or treatment program, as determined by a drug and alcohol abuse evaluation expert, such as an employee assistance professional, substance abuse professional, or qualified drug and alcohol counselor
 - b. Undergoing a return-to-duty test with a result indicating an alcohol concentration of less than 0.02 and/or a verified negative result for drug use

A driver who admits to alcohol or drug misuse shall not be subject to federal requirements related to referral, evaluation, and treatment, provided that he/she does not self-identify in order to avoid drug or alcohol testing, makes the admission prior to performing a safety-sensitive function, and does not perform a safety-sensitive function until he/she has been evaluated and has successfully completed education or treatment requirements in accordance with program guidelines. (49 CFR 382.121)

Legal Reference: (see next page)

BP 4112.42(e)
4212.42
4312.42

DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS (continued)

Legal Reference:

EDUCATION CODE

35160 Authority of governing boards

GOVERNMENT CODE

8355 Drug-free workplace; employee notification

VEHICLE CODE

13376 Driver certificates; revocation or suspension

34500-34520.5 Safety regulations

CODE OF REGULATIONS, TITLE 13

1200-1293 Motor carrier safety, especially:

1213.1 Placing drivers out-of-service

UNITED STATES CODE, TITLE 41

8101-8106 Drug-Free Workplace Act

UNITED STATES CODE, TITLE 49

31306 Alcohol and drug testing

CODE OF FEDERAL REGULATIONS, TITLE 21

1308.11-1308.15 Controlled substances

CODE OF FEDERAL REGULATIONS, TITLE 49

40.1-40.413 Procedures for transportation workplace drug and alcohol testing programs

382.101-382.605 Drug and alcohol use and testing; especially:

382.205 On-duty use

382.207 Pre-duty use

382.209 Use following an accident

Management Resources:

CALIFORNIA HIGHWAY PATROL PUBLICATIONS

Controlled Substances and Alcohol Testing Compliance Checklist, 2007

What is CSAT? Controlled Substances and Alcohol Testing, 2005

WEB SITES

California Highway Patrol: <http://www.chp.ca.gov>

Federal Motor Carrier Safety Administration: <http://www.fmcsa.dot.gov>

U.S. Department of Transportation, Office of Drug and Alcohol Policy and Compliance:
<http://www.dot.gov/ost/dapc>

Policy
adopted:
All Personnel

CSBA MANUAL MAINTENANCE SERVICE

August 2013
AR 4112.42(a)
4212.42
4312.42

DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS

Definitions

For purposes of drug testing required by the U.S. Department of Transportation (DOT), drugs included in the tests are marijuana, cocaine, amphetamines, phencyclidine (PCP), and opiates. (49 CFR 40.3, 40.85, 382.107)

Alcohol concentration or level means the alcohol in a volume of breath expressed in terms of grams of alcohol per 210 liters of breath. For purposes of the DOT alcohol testing program, an alcohol level between 0.02 and 0.04 requires removal of the bus driver for a 24-hour period following the test. An alcohol level of 0.04 or higher requires immediate removal of the driver from performing safety-sensitive functions until the driver has successfully completed the return-to-duty process. (49 CFR 382.107, 382.201, 382.505)

Safety-sensitive function means all time from the time a driver begins to work or is required to be in readiness to work until the time he/she is relieved from work and all responsibility for performing work. Safety-sensitive functions include, but are not limited to, all time driving or otherwise in the bus; waiting at a district facility to be dispatched; inspecting, servicing, or conditioning the bus or bus equipment; loading or unloading the bus; supervising or assisting in the loading or unloading of the bus; and repairing, obtaining assistance, or remaining in attendance upon a disabled bus. (49 CFR 382.107)

(cf. 3540 - Transportation)

(cf. 3542 - School Bus Drivers)

(cf. 3543 - Transportation Safety and Emergencies)

(cf. 4020 - Drug and Alcohol-Free Workplace)

Designated Employer Representative

The Superintendent or designee shall identify a designated employer representative and shall provide his/her name and telephone number to the testing contractor to contact about any problems or issues that may arise during the testing process. (49 CFR 40.35, 40.215)

AR 4112.42(b)
4212.42
4312.42

DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS (continued)

The designated employer representative shall be responsible for receiving test results and other communications, taking immediate action(s) to remove drivers from safety-sensitive functions, and making other required decisions in the testing and evaluation processes. (49 CFR 40.3)

Pre-employment Testing

When hiring a new driver, the Superintendent or designee shall, with the driver's written consent, request the driver's past drug and alcohol testing record, as specified in 49 CFR 40.25, from any employer who has employed the driver at any time during the previous two years. In addition, the Superintendent or designee shall ask the driver if he/she tested positive, or refused to test, on any pre-employment drug or alcohol test that was administered during the past two years in the course of applying for another safety-sensitive transportation position that he/she did not obtain. The driver shall not be permitted to perform safety-sensitive functions if he/she refuses to provide consent to obtain the information from previous employers, the information from previous employers is not received within 30 days of the date on which the driver first performed safety-sensitive functions for the district, or the driver or a previous employer reports a violation of a drug or alcohol regulation without subsequent completion of the return-to-duty process. (49 CFR 40.25, 382.413)

Upon making a contingent offer of employment to a driver and prior to the first time the driver performs safety-sensitive functions for the district, the Superintendent or designee shall require the driver to undergo testing for drugs and to receive a verified negative test result. This testing requirement may be waived if all of the following conditions exist: (49 CFR 382.301)

1. The driver has participated in a qualified drug testing program within the previous 30 days.
2. While participating in the program, the driver either was tested within the past six months or participated in a random drug testing program for the previous 12 months.
3. The Superintendent or designee has contacted the testing program(s) in which the driver has participated and has obtained information about the program and the driver's participation as specified in 49 CFR 382.301.
4. No prior employer of the driver of whom the district has knowledge has records of the driver's violation of federal drug testing regulations within the previous six months.

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4212.42
4312.42

DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS (continued)

In addition, the Superintendent or designee may require the driver to undergo pre-employment alcohol testing in accordance with the procedures in 49 CFR 40.1-40.605 and to receive a test result indicating an alcohol concentration level of less than 0.04. (49 CFR 382.301)

Post-Accident Testing

As soon as practicable following an accident involving a school bus or student activity bus, the Superintendent or designee shall ensure that the driver involved is tested for alcohol and/or drugs under either of the following conditions: (49 CFR 382.303)

1. The accident involved loss of human life.
2. The driver receives a citation for alcohol use within eight hours of the accident, or for drug use within 32 hours of the accident, and the accident involved bodily injury to a person who required immediate medical treatment away from the scene of the accident and/or disabling damage to one or more vehicles requiring towing.

The Superintendent or designee shall attempt to administer a required alcohol test up to eight hours following the accident and/or a drug test up to 32 hours following the accident. The results of an alcohol or drug test conducted by federal, state, or local officials having independent authority for the test shall be considered to meet this requirement. If the alcohol test is not administered within two hours following the accident, or the test for drugs is not administered within 32 hours following the accident, the Superintendent or designee shall make a record stating the reasons the test was not promptly administered. (49 CFR 382.303)

Random Testing

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4212.42
4312.42

DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS (continued)

The Superintendent or designee shall ensure that random, unannounced drug and alcohol tests of bus drivers are conducted on testing dates reasonably spread throughout the year. Such tests shall be conducted during, immediately before, or immediately after the performance of safety-sensitive functions. (49 CFR 382.305)

The Superintendent or designee shall ensure that the percentage of district drivers randomly tested for drugs and alcohol meets or exceeds the minimum annual percentage rates specified in 49 CFR 382.305 or subsequently published in the Federal Register.

Each driver selected for random testing shall have an equal chance of being tested each time selections are made. (49 CFR 382.305)

Each driver who is selected for testing shall proceed to the test site immediately or, if performing a safety-sensitive function other than driving a bus, then as soon as possible after ceasing that function. (49 CFR 382.305)

Reasonable Suspicion Testing

A driver shall be required to submit to a drug or alcohol test whenever the Superintendent or designee has reasonable suspicion that the driver has violated the prohibitions against the use of drugs or alcohol. Such reasonable suspicion shall be based on specific, contemporaneous, articulable observations, conducted during, immediately before, or immediately after the performance of safety-sensitive functions, concerning the driver's appearance, behavior, speech, and/or body odors. Reasonable suspicion of drug use may also include indications of the chronic and withdrawal effects of drugs. (49 CFR 382.307)

The person who makes the required observations for reasonable suspicion testing for drugs or alcohol shall be trained in accordance with 49 CFR 382.603. The person who makes the determination that reasonable suspicion exists to conduct an alcohol test shall not be the same person who conducts the alcohol test. (49 CFR 382.307)

Within 24 hours of the observed behavior or before the results of the drug or alcohol test are released, whichever is earlier, the Superintendent or designee shall prepare and sign a written record of the observations leading to a reasonable suspicion test. (49 CFR 382.307)

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4312.42

DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS (continued)

An alcohol test required as a result of reasonable suspicion shall be administered within eight hours following the determination of reasonable suspicion. If the test is not administered within two hours, the Superintendent or designee shall prepare and maintain on file a record stating the reasons the test was not promptly administered. (49 CFR 382.307)

In the absence of a reasonable suspicion alcohol test, the district shall take no action against a driver based solely on the driver's behavior and appearance, except that the driver shall not be allowed to report for or remain on safety-sensitive functions until an alcohol test is administered and the results show a concentration less than 0.02 or 24 hours have elapsed following the determination of reasonable suspicion. (49 CFR 382.307)

Return-to-Duty Testing

The Superintendent or designee may permit a driver who has violated federal drug or alcohol regulations to return to safety-sensitive functions after the driver has successfully complied with the education and treatment services prescribed by a substance abuse professional and has taken a return-to-duty drug or alcohol test. The driver shall not resume performance of safety-sensitive functions unless the drug test shows a negative result and/or the alcohol test shows a concentration of less than 0.02. (49 CFR 40.305, 382.309)

Follow-Up Testing

Upon receiving a written follow-up testing plan from a substance abuse professional, the Superintendent or designee shall determine the actual dates for follow-up testing consistent with those recommendations and shall ensure that such tests are unannounced and follow no discernable pattern as to their timing. No additional tests beyond those included in the plan shall be imposed by the district. (49 CFR 40.307-40.309, 382.111)

Notifications

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4212.42
4312.42

DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS (continued)

The Superintendent or designee shall provide each driver with materials explaining the federal regulations and the district's policy and procedure related to drug and alcohol testing and shall notify representatives of employee organizations of the availability of this information. This information shall include a detailed discussion of at least the following: (49 CFR 382.303, 382.113, 382.601)

1. The identity of the person designated by the district to answer driver questions about the materials
2. The categories of drivers who are subject to drug and alcohol testing
3. Sufficient information about the safety-sensitive functions performed by those drivers to make clear what period of the workday the driver is required to be in compliance
4. Specific information concerning prohibited driver conduct
5. The circumstances under which a driver will be tested for drugs and/or alcohol, including post-accident testing
6. The procedures that will be used to test for the presence of drugs and alcohol, protect the driver and the integrity of the testing processes, safeguard the validity of the test results, and ensure that those results are attributed to the correct driver
7. The requirement that a driver submit to drug and alcohol tests

8. An explanation of what constitutes a refusal to submit to a drug or alcohol test and the attendant consequences
9. The consequences for drivers found to have violated the prohibitions against drug or alcohol use, including the circumstances under which drivers will be removed immediately from safety-sensitive functions and the requirements for education, treatment, and return-to-duty testing
10. The consequences for drivers found to have a blood alcohol concentration between 0.02 and 0.04

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4312.42

DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS (continued)

11. Information concerning the effects of drug and alcohol use on an individual's health, work, and personal life; signs and symptoms of a drug or alcohol problem (the driver's or a co-worker's); and available methods of intervening when a drug or alcohol problem is suspected, including confrontation, referral to any employee assistance program, and/or referral to management

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Each driver shall sign a statement certifying that he/she has received a copy of the above materials. The Superintendent or designee shall maintain the original of the signed certificate and may provide a copy of the certificate to the driver. (49 CFR 382.601)

In addition, prior to administering each alcohol or drug test, the driver shall be notified that the test is required pursuant to Title 49, Part 382, of the Code of Federal Regulations. (49 CFR 382.113)

The driver shall be notified of the results of drug and alcohol tests in accordance with 49 CFR 382.411.

Records

The Superintendent or designee shall maintain records of the district's drug and alcohol testing program in accordance with 49 CFR 40.333 and 382.401. Such records shall be maintained in a secure location with controlled access and shall be disclosed only in accordance with 49 CFR 382.405.

(cf. 3580 - District Records)

Regulation
approved:
All Personnel

CSBA MANUAL MAINTENANCE SERVICE
August 2013
AR 4161.11(a)
4261.11
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INDUSTRIAL ACCIDENT/ILLNESS LEAVE

An eligible employee shall be entitled to a leave of absence for an industrial accident or illness arising in the course of his/her assigned duties. (Education Code 44984, 45192)

(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)
(cf. 4157/4257/4357 - Employee Safety)
(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)
(cf. 4157.2/4257.2/4357.2 - Ergonomics)
(cf. 4161/4261/4361 - Leaves)

For such leave, the employee shall be granted no more than 60 working days in any one fiscal year for the same industrial accident or illness.

Allowable industrial accident or illness leave shall not be accumulated from year to year. (Education Code 44984, 45192)

When an employee is absent from his/her duties because of an industrial accident or illness: (Education Code 44043, 44044, 44984, 45192)

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INDUSTRIAL ACCIDENT/ILLNESS LEAVE (continued)

1.

The leave shall start on the first day of absence.
2.

During the period of absence, the employee shall be paid such portion of his/her wage or salary that, when added to the award granted under state workers' compensation laws, will not exceed his/her normal wage or salary.

3. The leave shall be reduced by one day for each day of authorized absence, regardless of an award granted under workers' compensation laws.
4. When the leave overlaps into the next fiscal year, the employee is entitled to only the amount of unused leave due the employee for the same illness or injury.

During any paid leave of absence, the employee shall endorse to the district any workers' compensation checks received on account of an industrial accident or illness. The Superintendent or designee shall then issue payment of the employee's normal wage or salary less any appropriate deductions, including, but not limited to, employee retirement contributions. (Education Code 44043)

Any employee receiving benefits under this leave shall, during periods of injury or illness, remain within California unless the Governing Board authorizes travel outside the state. (Education Code 44984, 45192)

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INDUSTRIAL ACCIDENT/ILLNESS LEAVE (continued)

Absence for industrial accident or illness shall not be considered a break in service of the employee. An employee using such leave shall retain all status and benefits to which he/she would otherwise be entitled.

(cf. 4116 - Probationary/Permanent Status)
(cf. 4154/4254/4354 - Health and Welfare Benefits)
(cf. 4216 - Probationary/Permanent Status)

When available industrial accident or illness leave has been exhausted, the employee shall be so notified in writing and shall be offered an opportunity to request any additional paid or unpaid leave available to the employee. (Education Code 45192)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Upon expiration of allowable leave for an industrial accident or illness, the employee may use personal illness and injury leave provided pursuant to Education Code 44977, 44978, 44983, or 45191, as applicable, provided that such leave, when added to any continuing workers' compensation award, does not result in a payment to the employee of more than his/her full wage or salary. (Education Code 44984, 45192)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)
(cf. 4261.1 - Personal Illness/Injury Leave)

If a certificated employee is unable to resume the duties of his/her position after exhausting all accumulated sick leave, including the consecutive five-month period provided by Education Code 44977, he/she shall, if not placed in another position, be placed on a

reemployment list for a period of 24 months if he/she is a probationary employee or 39

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INDUSTRIAL ACCIDENT/ILLNESS LEAVE (continued)

months if he/she is a permanent employee. If the employee becomes medically able to resume duties during the period of reemployment eligibility, he/she shall be returned to employment in a position for which he/she is credentialed and qualified. (Education Code 44978.1)

If a classified employee has exhausted all available leaves of absence, paid or unpaid, and is not medically able to resume the duties of his/her position, he/she shall, if not placed in another position, be placed on a reemployment list for a period of 39 months. If he/she becomes medically able to resume duties during the period of reemployment eligibility, he/she shall be employed in a vacant position in the class of his/her previous assignment over all other candidates except those on a reemployment list established because of lack of work or lack of funds, in which case the employee shall be listed in accordance with seniority regulations. If the employee is medically released to return to duty but fails to accept an appropriate assignment, he/she shall be dismissed. (Education Code 45192)

(cf. 4217.3 - Layoff/Rehire)

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

Legal Reference: (see next page)

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4261.11
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INDUSTRIAL ACCIDENT/ILLNESS LEAVE (continued)*Legal Reference:*EDUCATION CODE*44043 Temporary disability**44044 Temporary disability checks; waiver of endorsement to district**44977 Salary deductions during absence from duties**44978 Provisions for certificated employee sick leave**44978.1 Inability of certificated employee to return to duty; placement in another position or on reemployment list**44983 Exception to sick leave**44984 Industrial accident and illness leave, certificated employees**45191 Personal illness and injury leave, classified employees**45192 Industrial accident and illness leave, classified employees*LABOR CODE*3200-6002 Workers' compensation**Management Resources:*WEB SITES*Department of Industrial Relations: <http://www.dir.ca.gov>*

Regulation
approved:
All Personnel

CSBA MANUAL MAINTENANCE SERVICE

August 2013

AR 4161.8(a)

4261.8

FAMILY CARE AND MEDICAL LEAVE

4361.8

The district shall not interfere with, restrain, or deny the exercise or attempted exercise by any eligible employee of his/her right to any family care and medical leave or pregnancy disability leave (PDL) provided through the Family and Medical Leave Act (FMLA), the California Family Rights Act (CFRA), or the Fair Employment and Housing Act (FEHA), nor shall it discharge or discriminate or retaliate against any employee for his/her involvement in any inquiry or proceeding related to any leave under any of these laws or his/her opposition to or challenge of any unlawful district practice in relation to any rights granted by any of these laws. (Government Code 12945, 12945.2; 29 USC 2615)

(cf. 4030 - Nondiscrimination in Employment)

(cf. 4032 - Reasonable Accommodation)

(cf. 4033 - Lactation Accommodation)

Definitions

The words and phrases defined below shall have the same meaning throughout this administrative regulation except where a different meaning is otherwise specified.

Child (son or daughter) means a biological, adopted, or foster child; a stepchild; a legal ward; or a child of a person standing in loco parentis as long as the child is under 18 years of age or an adult dependent child. (Government Code 12945.2; 29 USC 2611)

Eligible employee for FMLA and CFRA purposes means an employee who has been employed with the district for at least 12 months and who has at least 1,250 hours of service with the district during the previous 12-month period. However, these requirements shall not apply when an employee applies for PDL. (Government Code 12945.2; 29 USC 2611; 29 CFR 825.110)

Employee disabled by pregnancy means a woman who, in the opinion of her health care provider, is unable because of pregnancy to perform any one or more of the essential

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FAMILY CARE AND MEDICAL LEAVE (continued)

functions of her job or to perform any of them without undue risk to herself, her pregnancy's successful completion, or other persons; or who is suffering from severe "morning sickness" or needs to take time off for any pregnancy-related condition including, but not limited to, prenatal or postnatal care, bed rest, gestational diabetes, pregnancy-induced hypertension, preeclampsia, post-partum depression, childbirth, loss or end of pregnancy, or recovery from childbirth or loss or end of pregnancy. (2 CCR 7291.2)

Parent means a biological, foster, or adoptive parent; a stepparent; a legal guardian; or another person who stood in loco parentis to the employee when the employee was a child. Parent does not include a spouse's parents. (Government Code 12945.2; 2 CCR 7297.0; 29 USC 2611; 29 CFR 825.122)

Serious health condition means an illness, injury, impairment, or physical or mental condition that involves either of the following: (Government Code 12945.2; 29 USC 2611; 29 CFR 825.113-825.115)

1. Inpatient care in a hospital, hospice, or residential health care facility
2. Continuing treatment or continuing supervision by a health care provider, including one or more of the following:
 - a. A period of incapacity of more than three consecutive full days
 - b. Any period of incapacity or treatment for such incapacity due to a chronic serious health condition
 - c. Any period of incapacity due to pregnancy or for prenatal care under FMLA
 - d. Any period of incapacity which is permanent or long term due to a condition for which treatment may not be effective
 - e. Any period of absence to receive multiple treatments, including recovery, by a health care provider

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FAMILY CARE AND MEDICAL LEAVE (continued)

Spouse means a partner in marriage as defined in Family Code 300. In addition, for purposes of CFRA, a registered domestic partner shall have the same rights, protections, and benefits as a spouse and protections provided to a spouse's child shall also apply to a child of a registered domestic partner. (Family Code 297.5, 300; 2 CCR 7297.0; 29 CFR 825.122)

Eligibility

The district shall grant FMLA or CFRA leave to eligible employees for any of the following reasons: (Family Code 297.5; Government Code 12945.2; 29 USC 2612; 29 CFR 825.112)

1. The birth of a child of the employee or placement of a child with the employee in connection with the employee's adoption or foster care of the child
2. To care for the employee's child, parent, or spouse with a serious health condition
3. The employee's own serious health condition that makes him/her unable to perform one or more essential functions of his/her position
4. Any qualifying exigency arising out of the fact that the employee's spouse, child, or parent is a military member on covered active duty or call to covered active duty (or has been notified of an impending call or order to covered active duty)

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FAMILY CARE AND MEDICAL LEAVE (continued)

5. To care for a covered servicemember with a serious injury or illness if the employee is the spouse, child, parent, or next of kin, as defined, of the servicemember

In addition, the district shall grant any pregnant female employee PDL during pregnancy, when she is disabled by pregnancy, childbirth, or any related medical condition. (Government Code 12945; 2 CCR 7291.4)

Terms of Leave

An eligible employee shall be entitled to a total of 12 work weeks of FMLA or CFRA leave during any 12-month period, except in the case of leave to care for a covered servicemember as provided under "Military Caregiver Leave" below. (Government Code 12945.2; 29 USC 2612)

This 12-month period shall coincide with the fiscal year. (29 CFR 825.200)

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FAMILY CARE AND MEDICAL LEAVE (continued)

In addition, for each pregnancy, a female employee shall be entitled to PDL for the period of the disability not to exceed four months. (Government Code 12945; 2 CCR 7291.9)

PDL shall run concurrently with FMLA leave for disability caused by an employee's pregnancy. At the end of the employee's FMLA leave for disability caused by pregnancy, or at the end of four months of PDL, whichever occurs first, a CFRA-eligible employee may

request to take CFRA leave of up to 12 work weeks for the reason of the birth of her child, if the child has been born by this date (e.g., baby bonding), whether or not she or the child has a serious health condition or disability. To the extent allowed by law, CFRA and FMLA leaves shall run concurrently. (Government Code 12945, 12945.2; 2 CCR 7291.13, 7297.6)

Leave taken for the birth or placement of a child must be concluded within the 12-month period beginning on the date of the birth or placement of the child. Such leave does not need to be taken in one continuous period of time. The basic minimum duration of leave for the birth or placement of a child shall be two weeks. However, the district shall grant a request for leave of less than two weeks' duration on any two occasions. (2 CCR 7297.3; 29 USC 2612)

If both parents of a child work for the district, their family care and medical leave related to the birth or placement of the child shall be limited to a combined total of 12 weeks. This restriction shall apply whether the parents are married, not married, or registered domestic partners. (Government Code 12945.2; 2 CCR 7297.1; 29 USC 2612)

Use/Substitution of Paid Leave

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FAMILY CARE AND MEDICAL LEAVE (continued)

An employee shall substitute his/her accrued vacation leave, other accrued time off, and any other paid or unpaid time off negotiated with the district for any FMLA or CFRA leave not involving his/her own serious health condition or pregnancy disability. For the employee's PDL or FMLA or CFRA leave due to his/her own serious health condition, the employee shall use accrued sick leave pursuant to the collective bargaining agreement and/or Board policy and may use accrued vacation leave and other paid or unpaid time off at his/her option. (Government Code 12945, 12945.2; 2 CCR 7291.11; 29 USC 2612)

(cf. 4141/4241 - Collective Bargaining Agreement)

(cf. 4161/4261/4361 - Leaves)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4261.1 - Personal Illness/Injury Leave)

Intermittent Leave/Reduced Work or Leave Schedule

PDL and family care and medical leave for the serious health condition of an employee or his/her child, parent, or spouse may be taken intermittently or on a reduced work or leave schedule when medically necessary, as determined by the health care provider of the person with the serious health condition. However, the district may limit leave increments to the shortest period of time that the district's payroll system uses to account for absences or use of leave, not to be greater than one hour. (2 CCR 7291.9, 7297.3; 29 USC 2612)

The district may require an employee to transfer temporarily to an available alternative position if the employee is pregnant and provides medical certification from her health care provider of the medical need for intermittent leave or leave on a reduced work or leave

schedule or if the employee's need for the intermittent leave or leave on a reduced work or leave schedule is foreseeable based on his/her planned medical treatment or that of a family member. This alternative position must have equivalent pay and benefits and must better accommodate recurring periods of leave than the employee's regular job, and the employee must be qualified for the position. Transfer to an alternative position may include altering an existing job to better accommodate the employee's need for intermittent leave or a reduced work or leave schedule. (2 CCR 7291.8, 7297.3; 29 USC 2612)

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FAMILY CARE AND MEDICAL LEAVE (continued)

(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)

Request for Leave

An employee shall provide at least verbal notice sufficient to make the district aware of the need to take PDL or family care and medical leave and the anticipated timing and duration of the leave. (2 CCR 7291.17, 7297.4)

For family care and medical leave, the employee need not expressly assert or mention FMLA/CFRA to satisfy this requirement; however, he/she must state the reason the leave is needed (e.g., birth of child, medical treatment). If more information is necessary to determine whether the employee is eligible for family care and medical leave, the Superintendent or designee shall inquire further and obtain the necessary details of the leave to be taken. (2 CCR 7297.4)

Based on the information provided by the employee, the Superintendent or designee shall designate the leave, paid or unpaid, as FMLA/CFRA qualifying leave and shall give notice of such designation to the employee. (2 CCR 7297.4)

When the need for the PDL or family care and medical leave is foreseeable, the employee shall provide the district with at least 30 days advance notice before the leave. The employee shall consult with the Superintendent or designee and make a reasonable effort to schedule, subject to the health care provider's approval, any planned appointment or medical treatment or supervision so as to minimize disruption to district operations. (Government Code 12945.2; 2 CCR 7291.17, 7297.4)

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FAMILY CARE AND MEDICAL LEAVE (continued)

When the 30 days notice is not practicable because of a lack of knowledge of when leave will be required to begin, a change in circumstances, a medical emergency, or other good cause, the employee shall provide the district with notice as soon as practicable. (2 CCR 7291.17, 7297.4)

Certification of Health Condition

Within five business days of an employee's request for family care and medical leave for his/her own or his/her child's, parent's, or spouse's serious health condition, the Superintendent or designee shall request that the employee provide certification by a health care provider of the need for leave. Upon receiving the district's request, the employee shall provide the certification within 15 days, unless either the Superintendent or designee provides additional time or it is not practicable under the particular circumstances, despite the employee's diligent, good faith efforts. (2 CCR 7297.4; 29 CFR 825.305)

The certification shall include the following: (Government Code 12945.2; 2 CCR 7297.0; 29 USC 2613)

1. The date on which the serious health condition began
2. The probable duration of the condition
3. If the employee is requesting leave to care for a child, parent, or spouse with a serious health condition, both of the following:
 - a. Statement that the serious health condition warrants the participation of the employee to provide care during a period of the treatment or supervision of the child, parent, or spouse
 - b. Estimated amount of time the health care provider believes the employee needs to care for the child, parent, or spouse

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FAMILY CARE AND MEDICAL LEAVE (continued)

4. If the employee is requesting leave because of his/her own serious health condition, a statement that due to the serious health condition, he/she is unable to work at all or is unable to perform one or more essential functions of his/her job
5. If the employee is requesting leave for intermittent treatment or on a reduced work or leave schedule for planned medical treatment, a statement of the medical necessity for the leave, the dates on which treatment is expected to be given, the duration of such treatment, and the expected duration of the leave

In addition, at the employee's option, the certification may include a diagnosis identifying the serious health condition. (2 CCR 7297.0)

When an employee has provided sufficient medical certification to enable the district to determine whether the employee's leave request is FMLA/CFRA-eligible, the Superintendent or designee shall notify the employee within five business days whether the leave is FMLA/CFRA-eligible. The Superintendent or designee may also retroactively designate leave as FMLA/CFRA as long as there is no harm to the employee. (29 CFR 825.301)

If the Superintendent or designee doubts the validity of a certification that accompanies a request for leave for the employee's own serious health condition, he/she may require the employee to obtain a second opinion from a district-approved health care provider, at district expense. If the second opinion is contrary to the first, the Superintendent or designee may require the employee to obtain a third medical opinion from a third health care provider approved by both the employee and the district, again at district expense. The opinion of the third health care provider shall be final and binding. (Government Code 12945.2; 29 USC 2613)

For PDL, the Superintendent or designee shall request that the employee provide certification by a health care provider of the need for leave at the time the employee gives notice of the need for PDL, or within two business days of giving the notice. If the need for PDL is unforeseen, the Superintendent or designee shall request the medical certification within two business days after the leave commences. The Superintendent or designee may request certification at some later date if he/she has reason to question the appropriateness of the leave or its duration. (2 CCR 7291.17)

For PDL that is foreseeable and for which at least 30 days notice has been given, the employee shall provide the medical certification before the leave begins. When this is not practicable, the employee shall provide the certification within the time frame specified by the Superintendent or designee which must be at least 15 days after the request, unless it is not practicable under the particular circumstances despite the employee's diligent, good faith efforts. (2 CCR 7291.17)

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FAMILY CARE AND MEDICAL LEAVE (continued)

Medical certification for PDL purposes shall include a statement that the employee needs to take the leave because she is disabled by pregnancy, childbirth, or a related medical condition, the date on which the employee became disabled because of pregnancy, and the estimated duration of the leave. (2 CCR 7291.17)

The Superintendent or designee shall not request any genetic information, as defined in 42 USC 2000ff, from any employee or his/her family member except as necessary to comply with a certification requirement for PDL or FMLA/CFRA leave purposes or with the prior

written authorization of the employee. Any such genetic information received by the district shall be kept confidential in accordance with law. (42 USC 2000ff-1, 2000ff-5)

If additional PDL or family care and medical leave is needed when the time estimated by the health care provider expires, the district may require the employee to provide recertification in the manner specified for the leave. (Government Code 12945.2; 2 CCR 7291.17; 29 USC 2613)

Fitness for Duty Certification/Release to Return to Work

Upon expiration of an employee's PDL or family care and medical leave taken for his/her own serious health condition, the employee shall present certification from the health care provider that he/she is able to resume work.

(cf. 4112.4/4212.4/4312.4 - Health Examinations)

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4261.8
4361.8

FAMILY CARE AND MEDICAL LEAVE (continued)

The certification from the employee's health care provider shall address the employee's ability to perform the essential functions of his/her job.

Rights to Reinstatement

Upon granting an employee's request for PDL or family care and medical leave, the Superintendent or designee shall guarantee to reinstate the employee in the same or a comparable position when the leave ends. (Government Code 12945.2; 2 CCR 7291.10; 29 USC 2614)

However, the district may refuse to reinstate an employee returning from family care and medical leave to the same or a comparable position if all of the following apply: (Government Code 12945.2; 29 USC 2614)

1. The employee is a salaried "key employee" who is among the highest paid 10 percent of district employees who are employed within 75 miles of the employee's worksite.
2. The refusal is necessary to prevent substantial and grievous economic injury to district operations.
3. The district informs the employee of its intent to refuse reinstatement at the time it determines that the refusal is necessary, and the employee fails to immediately return to service.

(cf. 4117.3 - Personnel Reduction)

(cf. 4217.3 - Layoff/Rehire)

The district may refuse to reinstate an employee to the same position after taking PDL if, at the time the reinstatement is requested, the employee would not otherwise have been employed in that position for legitimate business reasons unrelated to the employee's PDL. (2 CCR 7291.10)

Maintenance of Benefits/Failure to Return from Leave

During the period when an employee is on PDL or family care and medical leave, he/she

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FAMILY CARE AND MEDICAL LEAVE (continued)

shall maintain his/her status with the district and the leave shall not constitute a break in service for purposes of longevity, seniority under any collective bargaining agreement, or any employee benefit plan. (Government Code 12945.2; 29 USC 2614)

For up to a maximum of four months for PDL or 12 work weeks for other family care and medical leave, the district shall continue to provide an eligible employee the group health plan coverage that was in place before he/she took the leave. The employee shall reimburse the district for premiums paid during the leave if he/she fails to return to district employment after the expiration of all available leaves and the failure is for a reason other than the continuation, recurrence, or onset of a serious health condition or other circumstances beyond his/her control. (Government Code 12945.2; 2 CCR 7291.11; 29 USC 2614; 29 CFR 825.213)

(cf. 4154/4254/4354 - Health and Welfare Benefits)

In addition, during the period when an employee is on PDL or family care and medical leave, the employee shall be entitled to continue to participate in other employee benefit plans including life insurance, short-term or long-term disability insurance, accident insurance, pension and retirement plans, and supplemental unemployment benefit plans to the same extent and under the same conditions as would apply to an unpaid leave taken for any other purpose. However, for purposes of pension and retirement plans, the district shall not be required to make plan payments for an employee during the leave period and the leave period shall not be counted for purposes of time accrued under the plan. (Government Code 12945.2; 2 CCR 7291.11)

Military Family Leave Resulting from Qualifying Exigencies

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FAMILY CARE AND MEDICAL LEAVE (continued)

An eligible employee may take up to 12 work weeks of unpaid leave during the 12-month period established by the district while a military member is on covered active duty or call to covered active duty status for one or more qualifying exigencies. (29 USC 2612; 29 CFR 825.126)

Military member means an employee's spouse, son, daughter, or parent on covered active duty or call to covered active duty status. (29 CFR 825.126)

Covered active duty means duty during the deployment of a member of the regular Armed Forces to a foreign country or duty during the deployment of a member of the National Guard or Reserves to a foreign country under a call or order to active duty in support of a contingency operation pursuant to law. (29 USC 2611; 29 CFR 825.126)

Qualifying exigencies include time needed to: (29 CFR 825.126)

1. Address issues arising from short notice deployment (up to seven calendar days from the date of receipt of call or order of short notice deployment)
2. Attend military events and related activities, such as any official ceremony or family assistance program related to the covered active duty or call to covered active duty status
3. Arrange childcare or attend school activities arising from the covered active duty or call to covered active duty, such as arranging for alternative child care, enrolling or transferring a child to a new school, or attending meetings
4. Make or update financial and legal arrangements to address a military member's absence
5. Attend counseling provided by someone other than a health care provider

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FAMILY CARE AND MEDICAL LEAVE (continued)

6. Spend time (up to 15 days of leave per instance) with a military member who is on short-term, temporary, Rest and Recuperation leave during deployment

7. Attend to certain post-deployment activities, such as arrival ceremonies or reintegration briefings
8. Care for a military member's parent who is incapable of self-care when the care is necessitated by the military member's covered active duty
9. Address any other event that the employee and district agree is a qualifying exigency

The employee shall provide the Superintendent or designee with notice of the need for the qualifying exigency leave as soon as practicable, regardless of how far in advance such leave is foreseeable. (29 CFR 825.302)

An employee who is requesting such leave for the first time shall provide the Superintendent or designee with a copy of the military member's active duty orders, or other documentation issued by the military, and the dates of the service. In addition, the employee shall provide the Superintendent or designee with certification of the qualifying exigency necessitating the leave. The certification shall contain the information specified in 29 CFR 825.309.

The employee's qualifying exigency leave may be taken on an intermittent or reduced work or leave schedule basis. (29 CFR 825.302)

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FAMILY CARE AND MEDICAL LEAVE (continued)

During the period of qualified exigency leave, the district's rule regarding an employee's use of his/her accrued vacation leave and any other accrued paid or unpaid time off, as specified in the section "Use/Substitution of Paid Leave" above, shall apply.

Military Caregiver Leave

The district shall grant up to a total of 26 work weeks of leave during a single 12-month period, measured forward from the first date of leave taken, to an eligible employee to care for a covered servicemember with a serious illness or injury. In order to be eligible for such military caregiver leave, an employee must be the spouse, son, daughter, parent, or next of kin of the covered servicemember. This 26-week period is not in addition to, but rather is inclusive of, the 12 work weeks of leave that may be taken for other FMLA qualifying reasons. (29 USC 2611, 2612; 29 CFR 825.127)

Covered servicemember may be: (29 CFR 825.127)

1. A current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy; is otherwise in outpatient status; or is otherwise on the temporary disability retired list for a serious injury or illness

2. A veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran

Son or daughter of a covered servicemember means the biological, adopted, or foster child, stepchild, legal ward, or a child of any age for whom the covered servicemember stood in loco parentis. (29 CFR 825.127)

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FAMILY CARE AND MEDICAL LEAVE (continued)

Parent of a covered servicemember means the covered servicemember's biological, adopted, step, or foster parent, or any other individual who stood in loco parentis to the covered servicemember (except "parents in law"). (29 CFR 825.127)

Next of kin means the nearest blood relative to the covered servicemember, or as designated in writing by the covered servicemember. (29 USC 2611, 2612)

Outpatient status means the status of a member of the Armed Forces assigned to a military medical treatment facility as an outpatient or a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients. (29 USC 2611; 29 CFR 825.127)

Serious injury or illness means: (29 USC 2611; 29 CFR 825.127)

1. For a current member of the Armed Forces, an injury or illness incurred by the member in the line of duty on active duty, or that existed before the beginning of the member's active duty and was aggravated by the member's service in the line of duty while on active duty in the Armed Forces, and that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating
2. For a veteran, an injury or illness incurred or aggravated by the member's service in the line of duty on active duty in the Armed Forces, including the National Guard or Reserves, that manifested itself before or after the member became a veteran and that is at least one of the following:
 - a. A continuation of a serious injury or illness incurred or aggravated while the veteran was a member of the Armed Forces and rendered him/her unable to perform the duties of his/her office, grade, rank, or rating
 - b. A physical or mental condition for which the veteran has received a U.S. Department of Veterans Affairs (VA) Service-Related Disability Rating of 50 percent or greater, based wholly or partly on that physical or mental condition

- c. A physical or mental condition that substantially impairs the veteran's ability to secure or follow a substantially gainful occupation by reason of one or more disabilities related to his/her military service or that would do so but for treatment received by the veteran

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FAMILY CARE AND MEDICAL LEAVE (continued)

- d. An injury, including a psychological injury, on the basis of which the veteran has been enrolled in the VA's Program of Comprehensive Assistance for Family Caregivers

The employee shall provide reasonable and practicable notice of the need for the leave in accordance with the procedures in the section entitled "Request for Leave" above.

An employee requesting leave to care for a covered servicemember with a serious injury or illness shall provide the Superintendent or designee with certification from an authorized health care provider of the servicemember that contains the information specified in 29 CFR 825.310.

The leave may be taken intermittently or on a reduced work or leave schedule when medically necessary. An employee taking military caregiver leave in combination with other leaves pursuant to this administrative regulation shall be entitled to a combined total of 26 work weeks of leave during a single 12-month period. When both spouses work for the district and both wish to take such leave, the spouses are limited to a maximum combined total of 26 work weeks during a single 12-month period. (29 USC 2612)

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4361.8

FAMILY CARE AND MEDICAL LEAVE (continued)

During the period of military caregiver leave, the district's rule regarding an employee's use of his/her accrued vacation leave and other accrued paid or unpaid time off, as specified in the section "Use/Substitution of Paid Leave" above, shall apply.

Notifications

The Superintendent or designee shall provide the following notifications about state and federal law related to PDL or FMLA/CFRA leave:

1. **General Notice:** Information explaining the provisions of the FEHA and FMLA/CFRA and employee rights and obligations shall be posted in a conspicuous place on district premises, or electronically, and shall be included in employee handbooks. (2 CCR 7291.16, 7297.9; 29 USC 2619)

The general notice shall also explain an employee's obligation to provide the Superintendent or designee with at least 30 days notice of the need for the leave, when the need for the leave is reasonably foreseeable. (2 CCR 7291.17, 7297.4)

(cf. 4112.9/4212.9/4312.9 - *Employee Notifications*)

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FAMILY CARE AND MEDICAL LEAVE (continued)

2. **Eligibility Notice:** When an employee requests leave, including PDL, or when the Superintendent or designee acquires knowledge that an employee's leave may be for an FMLA/CFRA qualifying reason, the Superintendent or designee shall, within five business days, provide notification to the employee of his/her eligibility to take such leave. (2 CCR 7291.16; 29 CFR 825.300)
3. **Rights and Responsibilities Notice:** Each time the eligibility notice is provided to an employee, the Superintendent or designee shall provide written notification explaining the specific expectations and obligations of the employee, including any consequences for a failure to meet those obligations. Such notice shall include, as appropriate: (29 CFR 825.300)
 - a. A statement that the leave may be designated and counted against the employee's annual FMLA/CFRA leave entitlement and the appropriate 12-month entitlement period, if qualifying
 - b. Any requirements for the employee to furnish medical certification of a serious health condition, serious injury or illness, or qualifying exigency arising out of active duty or call to active duty status and the consequences of failing to provide the certification
 - c. The employee's right to substitute paid leave, whether the district will require substitution of paid leave, conditions related to any substitution, and the employee's entitlement to take unpaid leave if the employee does not meet the conditions for paid leave
 - d. Any requirements for the employee to make premium payments necessary to maintain health benefits, the arrangement for making such payments, and the possible consequences of failure to make payments on a timely basis

- e. If applicable, the employee's status as a "key employee," potential consequence that restoration may be denied following the FMLA leave, and explanation of the conditions required for such denial
- f. The employee's right to maintenance of benefits during the leave and restoration to the same or an equivalent job upon return from leave

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FAMILY CARE AND MEDICAL LEAVE (continued)

- g. The employee's potential liability for health insurance premiums paid by the district during the employee's unpaid FMLA leave should the employee not return to service after the leave

Any time the information provided in the above notice changes, the Superintendent or designee shall, within five business days of his/her receipt of an employee's first notice of need for leave, provide the employee with a written notice referencing the prior notice and describing any changes to the notice. (29 CFR 825.300)

- 4. **Designation Notice:** When the Superintendent or designee has information (e.g., sufficient medical certification) to determine whether the leave qualifies as FMLA/CFRA leave, he/she shall, within five business days, provide written notification designating the leave as FMLA/CFRA qualifying or, if the leave will not be so designated, the reason for that determination. (29 CFR 825.300)

If the amount of leave needed is known, the notice shall include the number of hours, days, or weeks that will be counted against the employee's FMLA/CFRA entitlement. If it is not possible to provide that number at the time of the designation notice, notification shall be provided of the amount of leave counted against the employee's entitlement upon request by the employee and at least once in every 30-day period if leave was taken in that period. (29 CFR 825.300)

If the district requires paid leave to be substituted for unpaid family care and medical leave, the notice shall so specify. If the district requires an employee to present a fitness-for-duty certification that addresses the employee's ability to perform the essential functions of the job, the notice shall also specify that requirement. (29 CFR 825.300)

Any time the information provided in the designation notice changes, the Superintendent or designee shall, within five business days, provide the employee with written notice referencing the prior notice and describing any changes to the notice. (29 CFR 825.300)

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FAMILY CARE AND MEDICAL LEAVE (continued)

Records

The Superintendent or designee shall maintain records pertaining to an individual employee's use of family care and medical leave in accordance with law. (Government Code 12946; 29 USC 2616; 42 USC 2000ff-1; 29 CFR 825.500)

Legal Reference: (see next page)

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FAMILY CARE AND MEDICAL LEAVE (continued)*Legal Reference:*EDUCATION CODE*44965 Granting of leaves of absence for pregnancy and childbirth*FAMILY CODE*297-297.5 Rights, protections, and benefits under law; registered domestic partners**300 Validity of marriage*GOVERNMENT CODE*12940 Unlawful employment practices**12945 Pregnancy; childbirth or related medical condition; unlawful practice**12945.1-12945.2 California Family Rights Act**12946 Fair Employment and Housing Act: discrimination prohibited*CODE OF REGULATIONS, TITLE 2*7291.2-7291.17 Sex discrimination: pregnancy and related medical conditions**7297.0-7297.11 Family care leave*UNITED STATES CODE, TITLE 1*7 Definition of marriage*UNITED STATES CODE, TITLE 29*2601-2654 Family and Medical Leave Act of 1993, as amended*UNITED STATES CODE, TITLE 42*2000ff-1-2000ff-11 Genetic Information Nondiscrimination Act of 2008*CODE OF FEDERAL REGULATIONS, TITLE 29*825.100-825.800 Family and Medical Leave Act of 1993*COURT DECISIONS*United States v. Windsor, (2013) 699 F.3d 169**Re Marriage Cases, (2008) 43 Cal.4th 757**Faust v. California Portland Cement Company, (2007) 150 Cal.App.4th 864**Tellis v. Alaska Airlines, (9th Cir., 2005) 414 F.3d 1045**Management Resources:*FEDERAL REGISTER*The Family and Medical Leave Act; Final Rule; February 6, 2013. Vol. 78, No. 25, pages 8903-8947*U.S. DEPARTMENT OF LABOR PUBLICATIONS*Military Family Leave Provisions of the FMLA Frequently Asked Questions and Answers*WEB SITES*California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>**U.S. Department of Labor, FMLA: <http://www.dol.gov/whd/fmla>*

Regulation
approved:
Students

CSBA MANUAL MAINTENANCE SERVICE
August 2013
AR 5111.2(a)

NONRESIDENT FOREIGN STUDENTS

The Superintendent or designee shall, on behalf of the district, seek and obtain from the U.S. Department of Homeland Security's (DHS) Student and Exchange Visitor Program (SEVP) certification of eligibility to enroll nonimmigrant foreign students in district schools and recertification for the continuing eligibility of the district every two years. (8 CFR 214.3)

(cf. 6145.6 - International Exchange)

On a case-by-case basis, the Superintendent or designee may accept for admission into any of grades 9-12 any nonimmigrant foreign student with or seeking an F-1 visa. Any such student shall be admitted for a maximum of one year and shall pay the district the full, unsubsidized per-student cost of attendance at the school. (8 USC 1184)

(cf. 5111.1 - District Residency)

In determining whether to admit a student, the Superintendent or designee shall consider whether the following conditions exist: (8 CFR 214.3; 22 CFR 41.61)

1. A suitable program exists at the school the student has selected.
2. The student's English proficiency is sufficient for successful study at that school.

AR 5111.2(b)

NONRESIDENT FOREIGN STUDENTS (continued)

3. Space is available at the school.
4. The student has provided proof of financial responsibility.

In addition to fulfilling all other requirements for school entry, the student shall submit evidence that he/she has been fully immunized in accordance with California law.

(cf. 5141.31 - Immunizations)

In accordance with law, the Superintendent or designee shall retain and, when required, report to DHS any records for nonimmigrant foreign students required for the operation of the SEVP. Upon request, he/she also shall furnish to DHS representatives other records maintained by the district for nonimmigrant foreign students. (8 CFR 214.3)

(cf. 5125 - Student Records)

The Superintendent or designee shall ensure that any individual dealing with enrollment of nonimmigrant foreign students is trained on the use of the Student Exchange Visitor Information System.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Legal Reference: (see next page)

AR 5111.2(c)

NONRESIDENT FOREIGN STUDENTS (continued)

Legal Reference:

EDUCATION CODE

48050-48054 Nonresidents

UNITED STATES CODE, TITLE 8

1184 Foreign students

1372 Reporting requirements, nonimmigrant foreign students

CODE OF FEDERAL REGULATIONS, TITLE 8

214.3 Petition for school approval

214.4 Withdrawal of school approval

CODE OF FEDERAL REGULATIONS, TITLE 22

41.61 Students; academic and nonacademic

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES

0319.97 Amendments to F-1 Student Visa Requirements, LO: 1-97

U.S. DEPARTMENT OF STATE PUBLICATIONS

Foreign Students (F-1) in Public Schools

WEB SITES

U.S. Department of Homeland Security, Student and Exchange Visitor Program:

<http://www.ice.gov/sevis>

U.S. Department of State: http://travel.state.gov/visa/temp/types/types__1269.html#1

U.S. Immigration and Customs Enforcement: <http://www.ice.gov>

Regulation
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Students

CSBA MANUAL MAINTENANCE SERVICE
August 2013
BP 5131.61(a)

DRUG TESTING

The Governing Board is committed to providing a safe, drug-free school environment to maximize the health and safety of district students and to protect them from dangers associated with illegal drug use and drug abuse. To support the district's drug abuse prevention efforts, the Board desires to establish a drug testing program in the district's high schools that will discourage illegal drug use among students and timely identify and refer drug users to appropriate counseling and rehabilitative services.

(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.63 - Steroids)

Any drug testing program to be implemented by the district shall be developed in consultation with drug treatment and prevention professionals, the laboratory contracted to conduct the tests, and district legal counsel. In addition, the Superintendent or designee may invite input from students, staff, parents/guardians, community members, and representatives of local health care agencies, community service agencies, and businesses.

(cf. 1020 - Youth Services)

Participation in the district's drug testing program shall require the written consent of students' parents/guardians. The Superintendent or designee shall provide information about

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DRUG TESTING (continued)

the program, including the district's policy and procedures, to all high school students and their parents/guardians at the beginning of each school year. All informational materials provided for this purpose shall contain clear statements about how the program will be implemented, including, but not limited to, a list of every substance that to be tested for and how students may be withdrawn from participation in the program.

(cf. 5145.6 - Parental Notifications)

Drug testing procedures shall ensure appropriate student privacy while maintaining the viability of the process. If urinalysis testing is used, the supervisor collecting the specimen shall be the same gender as the student and the specimen shall be collected in a private facility behind a closed stall.

Parents/guardians shall be notified after any positive test results are confirmed. Test results shall be kept separate from the student's other educational records and shall be disclosed only to school staff designated by the Superintendent or designee as responsible for program implementation. The district shall not release test results to law enforcement authorities except in compliance with a court order.

(cf. 5125 - Student Records)

The Superintendent or designee shall provide training to principals, coaches, and other district staff involved in implementing the district's drug testing program.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Students who test positive in any voluntary drug testing program shall be encouraged to participate in an assistance program and may be required to take subsequent drug tests. No disciplinary or punitive action shall be taken against any student who tests positive in the voluntary drug testing program.

(cf. 5141.6 - School Health Services)

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DRUG TESTING (continued)

Random Drug Testing for Athletics

The Superintendent or designee may establish a nonvoluntary, random drug testing program for students participating in athletics.

(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6145.2 - Athletic Competition)

No fee shall be charged for student participation in the district's drug testing program.

(cf. 3260 - Fees and Charges)

The Superintendent or designee shall develop:

1. Informational materials to be provided to participating students and their parents/guardians about the drug testing program

The informational materials shall require parents/guardians to notify the school when their child is taking any medication by presenting either a copy of the prescription or a physician's written verification of this fact.

2. A drug testing consent form to be signed by the student and his/her parent/guardian prior to allowing the student to participate in athletics

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DRUG TESTING (continued)

The consent form shall specify the substances to be tested for and shall clearly indicate that the consent can be withdrawn and that the only consequence for such withdrawal will be that the student will no longer be able to participate in athletics

3. Procedures addressing how students will be selected, how often tests will be conducted, how samples will be collected and transported, and how results will be confirmed

Any student participating in athletics who fails a required drug test shall be disqualified from participating in the athletic activity in accordance with district policy and shall be referred to an assistance program.

At the beginning of each school year, the Superintendent or designee shall conduct an orientation session for students participating in athletics and their parents/guardians, to explain the district's policy and outline the procedures for drug testing and the consequences if a positive result is obtained.

Legal Reference: (see next page)

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DRUG TESTING (continued)

Legal Reference:

EDUCATION CODE

35160.5 District policy rules and regulations; requirements; matters subject to regulation

44049 Known or suspected alcohol or controlled substance abuse by student

51262 Use of anabolic steroids; legislative finding and declaration

CALIFORNIA CONSTITUTION

Article 9, Section 5 Common school system

CODE OF REGULATIONS, TITLE 5

350 Fees not permitted

COURT DECISIONS

Brown v. Shasta Union High School District, No. C061972, 2010 WL 3442147 (Cal. App. 3d Sept. 2, 2010)

Board of Education of Independent School District No. 92 of Pottawatomie County v. Earls, (2002) 122 S.Ct. 2559

Vernonia School District v. Acton, (1995) 115 S.Ct. 2385

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

OFFICE OF NATIONAL DRUG CONTROL POLICY PUBLICATIONS

What You Need To Know About Drug Testing in Schools, August 2002

WEB SITES

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

National Institute on Drug Abuse: <http://www.nida.nih.gov>

Office of National Drug Control Policy: <http://www.whitehousedrugpolicy.gov>

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

Policy
adopted:
Students

CSBA MANUAL MAINTENANCE SERVICE
August 2013
BP 5141.27(a)

FOOD ALLERGIES/SPECIAL DIETARY NEEDS

Note: The following **optional** policy may be revised to reflect district practice.

The Governing Board desires to prevent students' exposure to foods to which they are allergic or intolerant and to provide for prompt and appropriate treatment in the event that a severe allergic reaction occurs at school.

The Superintendent or designee shall develop guidelines for the care of food-allergic students. Such guidelines shall include, but are not limited to, strategies for identifying students at risk for allergic reactions, avoidance measures, education of staff regarding typical symptoms, and actions to be taken in the event of a severe allergic reaction.

(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 3552 - Summer Meal Program)
(cf. 3554 - Other Food Sales)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)
(cf. 5030 - Student Wellness)
(cf. 5141 - Health Care and Emergencies)
(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)

Parents/guardians shall be responsible for notifying the Superintendent or designee, in writing, regarding any food allergies or other special dietary needs of their child in accordance with administrative regulation.

(cf. 5125 - Student Records)

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FOOD ALLERGIES/SPECIAL DIETARY NEEDS (continued)

When a student's food allergy or food intolerance substantially limits one or more major life activities, his/her parents/guardians shall be informed of the district's obligation to evaluate the student to determine if he/she requires accommodations pursuant to Section 504 of the federal Rehabilitation Act. The student shall be evaluated in accordance with law and the procedures specified in AR 6164.6 - Identification and Education Under Section 504. If that process results in the development of a Section 504 plan, the district shall provide the accommodations and/or aids and services identified in the plan.

(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6164.6 - Identification and Education Under Section 504)

If a student's diet restrictions and needed services are addressed in an individualized education program (IEP), the Superintendent or designee shall ensure compliance with the IEP including any necessary food substitutions.

(cf. 6159 - Individualized Education Program)

Students shall not be excluded from school activities nor otherwise discriminated against, harassed, intimidated, or bullied because of their food allergy.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5131.2 - Bullying)
(cf. 5145.3 - Nondiscrimination/Harassment)

Any complaint of alleged noncompliance with this policy shall be addressed through appropriate district complaint procedures.

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FOOD ALLERGIES/SPECIAL DIETARY NEEDS (continued)

(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 3555 - Nutrition Program Compliance)

The district's food services program may, but is not required to, accommodate individual student preferences or diets that are not supported by a statement from the student's health care provider.

Legal Reference: (see next page)

FOOD ALLERGIES/SPECIAL DIETARY NEEDS (continued)*Legal Reference:*EDUCATION CODE

234.1 Prohibition against discrimination, harassment, intimidation, and bullying

49407 Liability for treatment

49408 Emergency information

49414 Emergency epinephrine auto-injectors

49423 Administration of prescribed medication for student

CODE OF REGULATIONS, TITLE 5

600-611 Administering medication to students

15562 Reimbursement for meals, substitutions

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act of 1974

1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

701-795a Rehabilitation Act, including:

794 Rehabilitation Act of 1973, Section 504

UNITED STATES CODE, TITLE 42

1751-1769h National School Lunch Program

1771-1791 Child nutrition, especially:

1773 School Breakfast Program

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.1-220.21 National School Breakfast Program

225.16 Meal programs, individual substitutions

*Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*Training Standards for the Administration of Epinephrine Auto-Injectors*, December 2004FOOD ALLERGY RESEARCH AND EDUCATION PUBLICATIONS*School Guidelines for Managing Students with Food Allergies*NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS*Legal and Practical Issues Relating to Accommodating Students with Peanut Allergies*, Inquiry and Analysis, April 2009U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS*Accommodating Children with Special Dietary Needs in the School Nutrition Programs: Guidance for School Food Service Staff*, 2001U.S. DEPARTMENT OF EDUCATION OFFICE FOR CIVIL RIGHTS PUBLICATIONS*Dear Colleague Letter and Questions and Answers on ADA Amendments Act of 2008 for Students with Disabilities Attending Public Elementary and Secondary Schools*, January 2012WEB SITESCalifornia Department of Education, Health Services: <http://www.cde.ca.gov/ls/he/hn>Food Allergy Research and Education: <http://www.foodallergy.org>National School Boards Association: <http://www.nsba.org>U.S. Department of Agriculture: <http://www.fns.usda.gov>U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/about/offices/list/ocr>

Policy
 adopted:
 Students

CSBA MANUAL MAINTENANCE SERVICE
 August 2013
 AR 5141.27(a)

FOOD ALLERGIES/SPECIAL DIETARY NEEDS

Definitions

Special dietary needs include food intolerances, allergies, and other medical needs that may require avoidance of specific foods.

Food allergies are abnormal responses of the body's immune system to certain foods or ingredients.

Anaphylaxis is a potentially life-threatening hypersensitivity to a substance and may be caused by a food allergy. Symptoms may include shortness of breath, wheezing, difficulty breathing, difficulty talking or swallowing, hives, itching, swelling, shock, or asthma. (Education Code 49414)

Epinephrine auto-injector is a disposable drug delivery system with a spring-activated concealed needle that is designed for emergency administration of epinephrine to persons suffering a potentially fatal reaction to anaphylaxis. (Education Code 49414)

Notification by Parent/Guardian

The parents/guardians of any student who has a known food allergy or other special dietary need shall notify the Superintendent or designee, in writing, and provide written medical documentation, signed by the student's health care provider, that describes the nature of the student's condition, instructions, and necessary medications. If the student's condition requires food substitutions or modifications in school meals, the written statement shall also describe the specific foods to be restricted and the foods that should be substituted.

Health Plan

Upon receiving notice of a student's food allergy or other special dietary need, the Superintendent or designee shall ensure that a written health plan is developed, in consultation with the student's parents/guardians and health provider, to manage the student's needs while at school or at a school-sponsored activity. The plan shall seek to minimize the student's risk of exposure to the allergen and address actions to be taken if exposure occurs. As appropriate, the plan may include specific food prohibitions and substitutions, an identification of common school rooms where the student may be exposed, staff

AR 5141.27(b)

FOOD ALLERGIES/SPECIAL DIETARY NEEDS (continued)

responsibilities, information and training to be provided to staff, accommodations and services to facilitate the student's participation in the educational program, and medical/emergency protocols.

When a student with a food allergy or other special dietary need has been identified as disabled pursuant to Section 504 of the Rehabilitation Act of 1973 or the Individuals with

Disabilities Education Act, necessary accommodations and services shall be identified as part of the student's Section 504 services plan or individualized education program, as appropriate.

(cf. 5141.24 - Specialized Health Care Services)
(cf. 6159 - Individualized Education Program)
(cf. 6164.6 - Identification and Education Under Section 504)

Prevention Strategies

To minimize students' exposure to foods to which they are allergic, the Superintendent or designee shall, at a minimum, implement the following preventive measures:

1. Notification to District Staff

When notified by the parent/guardian that a student has a food allergy, the Superintendent or designee shall inform the student's principal, teacher(s), bus driver, school nurse, coach, and/or any other personnel responsible for supervising the student.

The principal or designee shall notify substitute staff of the identity of any students with known food allergies and the school's response plan.

(cf. 5125 - Student Records)

AR 5141.27(c)

FOOD ALLERGIES/SPECIAL DIETARY NEEDS (continued)

2. Food Services

The district's food services program shall make food substitutions in breakfasts, lunches, and after-school snacks when students are considered to have a disability under Section 504 that restricts their diet and when a health care provider has signed a statement of need that includes recommended alternate foods. (7 CFR 210.10, 220.8)

(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 3552 - Summer Meal Program)
(cf. 3554 - Other Food Sales)
(cf. 5030 - Student Wellness)
(cf. 5148.2 - Before/After School Programs)

Substitutions may be made on a case-by-case basis for students who do not have a disability under Section 504 but who cannot consume the regular breakfast, lunch, or after-school snack because of medical or other special dietary needs, when supported by a statement of need signed by a health care provider. (7 CFR 210.10, 220.8, 225.16)

The district's food services staff shall check food labels or specifications to ensure that foods do not contain traces of substances to which the student is allergic.

Under no circumstances shall food services staff prescribe nutritional requirements or revise a diet order prescribed by a health care provider.

Food substitutions shall not result in any additional cost to the student.

3. Class Parties/School Activities

Without identifying the student, the principal or teacher may notify parents/guardians of other students in the class that a student is allergic to a specific food and may request that certain foods not be provided at class parties or other school events.

AR 5141.27(d)

FOOD ALLERGIES/SPECIAL DIETARY NEEDS (continued)

Whenever the ingredients in any food served at class parties or other school activities are unknown, the student shall be encouraged to avoid the food.

4. Sanitation and Cleaning

To avoid spreading allergens, cafeteria tables and classroom surfaces shall be cleaned with fresh cloth or disposable paper towels utilizing cleaning products known to effectively remove food proteins, excluding waterless cleaners or instant hand sanitizers that do not involve a wet-wash step. Cross-contact from a sponge or cloth used to clean allergen-containing tabletops shall be avoided.

Staff shall use and promote hand-washing using soap and water before and after food handling.

Students shall be notified that exchanging meals or utensils is prohibited.

5. Professional Development

Schoolwide professional development shall be provided to appropriate staff on the identification and management of food allergies, including avoidance measures, typical symptoms, the proper use of epinephrine auto-injectors, documentation and storage of medication, and emergency drills.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

6. Supervision of Students

When available, staff who are trained and knowledgeable about symptoms of anaphylaxis and actions to take in an emergency shall provide supervision in the classroom and cafeteria, on the playground, and on field trips or other school activities whenever students known to have a food allergy are present.

(cf. 6153 - School-Sponsored Trips)

7. Health Education

The district's health education curriculum may include instruction on food allergies in order to assist food-allergic students in taking responsibility for monitoring their diet and to teach other students about the dangers of sharing foods or utensils with others.

(cf. 6142.8 - Comprehensive Health Education)

AR 5141.27(e)

FOOD ALLERGIES/SPECIAL DIETARY NEEDS (continued)

Emergency Response

Epinephrine auto-injectors or other medicine provided for use in the event of an anaphylactic shock reaction shall be stored and used in accordance with law and BP/AR 5141.21 - Administering Medication and Monitoring Health Conditions.

(cf. 4119.43 - Universal Precautions)

(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)

In addition, staff shall call 911 and seek immediate medical attention for a student experiencing an anaphylactic shock reaction.

(cf. 5141 - Health Care and Emergencies)

As soon as possible, school staff shall contact the student's parents/guardians or other person identified as an emergency contact.

When a student with a known allergy will be off school grounds, such as on a field trip, he/she shall be accompanied by a kit containing at least two doses of epinephrine, other medications as noted by the student's health care provider, and, as appropriate, the student's individualized food allergy plan.

Policy
adopted:
Instruction

CSBA MANUAL MAINTENANCE SERVICE
August 2013
BP 6144(a)

CONTROVERSIAL ISSUES

The Governing Board recognizes that the district's educational program may sometimes include instruction related to controversial issues that may arouse strong reactions based on personal values and beliefs, political philosophy, culture, religion, or other influences. Instruction concerning such topics shall be relevant to the adopted course of study and curricular goals and should be designed to develop students' critical thinking skills, ability to discriminate between fact and opinion, respect for others, and understanding and tolerance of diverse points of view.

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)
(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)
(cf. 6142.3 - Civic Education)
(cf. 6142.8 - Comprehensive Health Education)
(cf. 6142.94 - History-Social Science Instruction)
(cf. 6143 - Courses of Study)

The Board expects administrators and teachers to exercise professional judgment when deciding whether or not a particular issue is suitable for study or discussion. They shall consult with the Superintendent or designee as necessary to determine the appropriateness of the subject matter, guest speakers, and/or related instructional materials or resources.

(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6161.11 - Supplementary Instructional Materials)

When providing instruction related to a controversial issue, the following guidelines shall apply:

1. The topic shall be suitable to the age and maturity of the students.
2. Instruction shall be presented in a balanced manner, addressing all sides of the issue without bias or prejudice and without promoting any particular point of view.
3. The teacher may express a personal opinion provided he/she identifies it as a personal opinion and clarifies that he/she is not speaking on behalf of the school or district. The teacher shall not express an opinion for the purpose of persuading students to his/her point of view.

BP 6144(b)

CONTROVERSIAL ISSUES (continued)

4. No student's viewpoint shall be suppressed, provided such expression is not malicious or abusive toward others. Students shall be assured of their right to form and express an opinion without jeopardizing their relationship with the teacher or school.

(cf. 5022 - Student and Family Privacy Rights)
(cf. 5145.2 - Freedom of Speech/Expression)
(cf. 6145.5 - Student Organizations and Equal Access)

5. Students shall be informed of conduct expected during such instruction and the importance of being courteous and respectful of the opinions of others.

(cf. 5131 - Conduct)
(cf. 5131.2 - Bullying)
(cf. 5137 - Positive School Climate)

6. Adequate factual information shall be provided to help students objectively analyze and evaluate the issue and draw their own conclusions.

7. The instruction shall not reflect adversely upon persons because of their race, ethnicity, national origin, sex, sexual orientation, gender identity or expression, disability, religion, or any other basis prohibited by law.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.9 - Hate-Motivated Behavior)

8. The subject matter of the instruction shall not otherwise be prohibited by state or federal law.

When a guest speaker is invited to make a presentation related to a controversial issue, the Board requires that he/she be notified of this policy and the expectations and goals regarding the instruction. If the guest speaker is presenting only one point of view on an issue, the teacher shall be responsible for ensuring that students also receive information on opposing viewpoints.

(cf. 6145.8 - Assemblies and Special Events)

BP 6144(c)

CONTROVERSIAL ISSUES (continued)

When required by law or otherwise deemed appropriate by the teacher or administrator, parents/guardians shall be notified prior to instruction related to any controversial issue and parent/guardian consent shall be obtained for student participation. Students whose parents/guardians decline such instruction may be offered the option to participate in an alternative activity of similar value.

A student or parent/guardian with concerns regarding instruction about controversial issues shall be directed to appropriate district complaint procedures.

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 1312.2 - Complaints Concerning Instructional Materials)

Legal Reference:

EDUCATION CODE

220 Prohibition of discrimination

51500 Prohibited instruction or activity

51510 Prohibited study or supplemental materials

51511 Religious matters properly included in courses of study

51530 Prohibition and definition regarding advocating or teaching communism with intent to indoctrinate

51933 Sex education courses

51938 Right of parent/guardian to excuse child from sexual health instruction

60040 Portrayal of cultural and racial diversity

60044 Prohibited instructional materials

60045 Criteria for instructional materials

Policy

adopted:

Instruction

CSBA MANUAL MAINTENANCE SERVICE

August 2013

BP 6162.6(a)

USE OF COPYRIGHTED MATERIALS

The Governing Board recognizes that district staff and students may use a variety of copyrighted materials in the educational program and other district operations. When such materials have not been purchased by the district for the intended use, the Board expects staff and students to respect the protections afforded by federal law to the copyright owners of those materials and respect any limitations by the copyright holder to the license of such materials.

(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)
(cf. 4040 - Employee Use of Technology)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 4132/4232/4332 - Publication or Creation of Materials)
(cf. 5131.9 - Academic Honesty)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6161.11 - Supplementary Instructional Materials)
(cf. 6163.1 - Library Media Centers)

BP 6162.6(b)

USE OF COPYRIGHTED MATERIALS (continued)

Any literary, musical, dramatic, choreographic, pictorial, graphic, sculptural, audiovisual or motion picture, sound, architectural, or other original work shall be assumed to be a copyrighted work, regardless of whether the work appears in print, audio, video, electronic, or other fixed and tangible form.

Before reproducing a copyrighted material for instructional or other district purposes, a staff member shall determine if the material is in the public domain or if the intended use of the material meets the criteria for fair use or another exception pursuant to 17 USC 107-122. If the material is not in the public domain or no recognized exception applies, the staff member shall seek permission of the copyright holder before using the material.

The Superintendent or designee shall inform staff that inclusion of an attribution citing the author and source of a copyrighted material does not absolve the staff member from the responsibility to either obtain permission or satisfy criteria for fair use or another exception.

If a staff member is uncertain as to whether the intended use of the material meets the criteria for fair use or another exception, he/she shall take the safest course and seek permission from the copyright holder to use the material or, if it is impracticable to obtain permission, shall contact the Superintendent or designee for clarification and assistance.

Students shall not copy or distribute copyrighted works to others. Staff members shall take reasonable precautions to prevent copying or the use of unauthorized copies on school equipment.

(cf. 3300 - Expenditures and Purchases)
(cf. 3312 - Contracts)
(cf. 6163.4 - Student Use of Technology)

Legal Reference: (see next page)

BP 6162.6(c)

USE OF COPYRIGHTED MATERIALS (continued)*Legal Reference:*EDUCATION CODE

35182 Computer software

UNITED STATES CODE, TITLE 17

101-122 Subject matter and scope of copyright, especially:

102 Definitions

106 Copyright protection

107 Fair use of copyrighted works

110 Limitations on exclusive rights: Exemption of certain performances and displays

504 Penalties for copyright infringement

COURT DECISIONSCambridge University Press et al. v. Becker et al. (N.D. Ga. 2012) 863 F.Supp.2d 1190Campbell v. Acuff-Rose Music, Inc., (1994) 510 U.S. 569Marcus v. Rowley, (9th Cir., 1982) 695 F.2d 1171*Management Resources:*NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONSCopyright Law: Do Schools Need a License to Show a Movie?, *School Law Review*, July 2010U.S. COPYRIGHT OFFICE PUBLICATIONSCircular 21: Reproduction of Copyrighted Works by Educators and Librarians, rev. 2009Circular 22: How to Investigate the Copyright Status of a Work, rev. 2013Circular 23: The Copyright Card Catalog and the Online Files of the Copyright Office, rev. 2012WEB SITESCopyright Society of the USA: <http://www.csusa.org>National School Boards Association: <http://www.nsba.org>

University of California, Copyright Education:

<http://copyright.universityofcalifornia.edu/usingcopyrightedworks.html>U.S. Copyright Office: <http://www.copyright.gov>

Prior to reproducing, distributing, displaying, posting, performing, or otherwise using a copyrighted material for an instructional purpose or in the course of other district business, district staff shall determine whether it is necessary to request permission of the copyright holder. Unless the staff member is reasonably certain that the material is in the public domain or the intended use meets the criteria for an exception specified in 17 USC 107-122 and this administrative regulation, he/she shall either obtain permission from the copyright holder or avoid use of the material. In addition, permission of the copyright holder shall be requested whenever district staff intend to publicly disseminate a copyrighted work, such as by posting on the district or school web site or using another method of communications accessible to the public.

(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)
(cf. 4040 - Employee Use of Technology)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 4132/4232/4332 - Publication or Creation of Materials)
(cf. 5131.9 - Academic Honesty)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6161.11 - Supplementary Instructional Materials)
(cf. 6163.1 - Library Media Centers)

Any reproduction or other use of a copyrighted work shall include the copyright notice.

District staff shall not reproduce and distribute copyrighted works of any type in any of the following circumstances:

1. When the copyrighted work is a "consumable" work such as a workbook, standardized test, answer sheet, or similar material
2. To substitute for the purchase of the work
3. To create, replace, or substitute for anthologies or collective works

Request for Permission to Use Copyrighted Material

AR 6162.6(b)

USE OF COPYRIGHTED MATERIALS (continued)

As necessary, district staff desiring to use a copyrighted material shall identify and contact the copyright holder to request permission to use the material. The request shall include the following information:

1. Title, author(s), editor(s) or publisher, producer(s) or distributor
2. Edition, copyright, and/or production year

3. Exact amount of material to be used, such as the number of lines, pages, or chapters or percentage of the work
4. Nature of the use, such as the course in which it will be used, the grade level of the students, the number of students, and the frequency of use
5. How the material will be reproduced and distributed

If the copyright holder requires a fee to grant permission, district staff shall seek approval from the Superintendent or designee prior to incurring the cost.

Criteria for Fair Use

In considering whether a copyrighted work may be used without the copyright holder's permission on the grounds that the intended use is "fair use" pursuant to 17 USC 107, including reproduction in copies, phonorecords, or any other reproductive form for purposes such as criticism, comment, news reporting, teaching (including multiple copies for classroom use), scholarship, or research, district staff shall consider all of the following factors: (17 USC 107)

1. The purpose and character of the use, including whether the use is of a commercial nature or for nonprofit educational purposes

AR 6162.6(c)

2. The nature of the copyrighted work
3. The amount and substantiality of the portion used in relation to the copyrighted work as a whole
4. The effect of the use upon the potential market for or value of the copyrighted work

Any determination of fair use shall weigh together all the factors specified in items #1-4 above in addition to any applicable guidelines presented in this administrative regulation for specific types of copyrighted works.

Guidelines for Copying Text

AR 6162.6(d)

Staff may reproduce text from a copyrighted work from a printed resource, the Internet, or other source, without permission from the copyright holder, under the following conditions:

1. A single copy of a chapter of a book, article from a periodical or newspaper, short story, short essay, short poem, chart, graph, diagram, drawing, cartoon, or picture may be made by or for a teacher for his/her scholarly research or use in teaching or preparation to teach a class.
2. Multiple copies, not to exceed one copy per student in a course, may be made by or for a teacher for classroom use or discussion, provided that:
 - a. The amount to be copied does not exceed:
 - (1) 250 words for a complete poem or excerpt from a poem
 - (2) 2,500 words for a complete article, story, or essay
 - (3) 1,000 words or 10 percent of the whole (with a minimum of 500 words), whichever is less, for an excerpt from a larger prose work
 - (4) One illustration (e.g., chart, graph, diagram, cartoon, or picture) per book or periodical issue
 - b. The copying is for only one course in the school.
 - c. With the exception of newspapers and other news periodicals, not more than one work is copied from the same author per term, not more than three works are copied from the same collective work or periodical volume per term, and there are no more than nine instances of multiple copying per course per term.
 - d. A delay to request permission from the copyright holder would preclude the most effective instructional use of the material.

Guidelines for Reproducing Sheet and Recorded Music

District staff may reproduce sheet music and recorded music without permission from the copyright holder under the following conditions:

AR 6162.6(e)

1. Emergency copies may be made when purchased copies needed for an imminent performance are not available, provided that replacement copies shall be purchased in due course.

2. Single or multiple copies of excerpts of works may be made for academic purposes other than performances, provided that the excerpt does not constitute an entire performable unit (e.g., a section, movement, or aria), no more than 10 percent of the total work is used, and the number of copies made does not exceed one per student.
3. Printed copies that have been purchased may be edited or simplified provided that the character of the work is not distorted and lyrics are not added or altered.
4. A single copy of a recorded performance by students may be made for evaluation or rehearsal purposes.
5. A single copy of recordings of copyrighted music owned by the district or individual teacher may be made for the purpose of constructing exercises or examinations.

Guidelines for Performing or Displaying Copyrighted Works

In the course of face-to-face instruction in a classroom or similar place devoted to instruction, teachers or students may recite, render, play, dance, act, or show a copyrighted work either directly or by means of any device or process or, in the case of a motion picture or other audiovisual work, show its images in any sequence or to make the sounds accompanying it audible, provided that: (17 USC 101, 110)

1. The performance or display is given by means of a lawfully obtained copy of the work.
2. The performance or display is made by, at the direction of, or under the actual supervision of a teacher as an integral part of a class session.
3. The performance or display is directly related and of material assistance to the teaching content of the transmission.

AR 6162.6(f)

4. The transmission is limited to students enrolled in the course or to Governing Board members or employees as part of their official duties or employment.
5. If the work is to be digitally transmitted, the district has applied technological protections that reasonably prevent retention of the work in accessible form for longer than the class session and the unauthorized further dissemination of the work.

Any use of a motion picture or other audiovisual work outside the curriculum, such as for entertainment, a school or class reward, or a fundraiser, shall require permission from the copyright holder or a special viewing license.

Guidelines for Recording Broadcast Programming

Teachers may make recordings of television programs for use in a classroom for educational purposes under the following conditions:

1. Only programs provided to the public free of charge may be recorded and shown. Any use of programming from paid television services shall require permission of the copyright holder.
2. The recording may be shown only during the first 10 consecutive school days after it is made. It may be used once by an individual teacher in the course of relevant teaching activities and may be repeated once only when instructional reinforcement is necessary.
3. A limited number of copies may be reproduced from each recording to meet the legitimate needs of the teacher. Each copy shall be subject to all the provisions governing the original recording.

AR 6162.6(g)

4. The recording may be retained for 45 calendar days after it is made and then shall be erased or destroyed. However, after the first 10 consecutive school days, the recording may only be used for purposes of determining whether or not to include the broadcast program in the teaching curriculum. If the teacher decides to keep the program for use in the curriculum, he/she shall request permission from the copyright owner.
5. Off-air recordings need not be used in their entirety, but the content of recorded programs may not be altered.

Guidelines for Copying Computer Programs or Software

District staff shall observe all licensing agreements between vendors and the district, including monitoring the number of users permitted by an agreement. Unless the applicable licensing agreement authorizes multiple users of a single computer program or software, the district shall not make multiple copies.

Copies of district-owned software may be made under either of the following conditions: (17 USC 117)

1. The copy is needed as an essential step in using the computer program with a particular machine.

2. The copy is used for archival or "backup" purposes only. This copy may be held only as a file copy and must be destroyed in the event that continued possession of the program ceases to be rightful, unless the copyright owner authorizes its sale, lease, or transfer as part of the sale, lease, or transfer of the original program.

Regulation
approved:
Board Bylaws

CSBA MANUAL MAINTENANCE SERVICE
August 2013
BB 9010(a)

PUBLIC STATEMENTS

The Governing Board recognizes the responsibility of Board members in their role as community leaders to participate in public discourse on matters of civic or community interest, including those involving the district, and their right to freely express their personal views. However, to ensure communication of a consistent, unified message regarding district issues, Board members are expected to respect the authority of the Board to choose its representatives to communicate its positions and to abide by established protocols.

All public statements authorized to be made on behalf of the Board shall be made by the Board president or, if appropriate, by the Superintendent or other designated representative.

(cf. 2110 - Superintendent Responsibilities and Duties)
(cf. 9121 - President)
(cf. 9200 - Limits of Board Member Authority)

When speaking for the district, the Board encourages its spokespersons to exercise restraint and tact and to communicate the message in a manner that promotes public confidence in the Board's leadership.

Board spokespersons shall not disclose confidential information or information received in closed session except when authorized by a majority of the Board. (Government Code 54963)

(cf. 9005 - Governance Standards)
(cf. 9011 - Disclosure of Confidential/Privileged Information)

When speaking to community groups, members of the public, or the media, individual Board members should recognize that their statements may be perceived as reflecting the views and positions of the Board. Board members have a responsibility to identify personal viewpoints as such and not as the viewpoint of the Board.

(cf. 1100 - Communication with the Public)

(cf. 1112 - Media Relations)

In addition, the Board encourages members who participate on social networking sites, blogs, or other discussion or informational sites to conduct themselves in a respectful, courteous,

BB 9010(b)

and professional manner and to model good behavior for district students and the community. Such electronic communications are subject to the same standards and protocols established for other forms of communication, and the disclosure requirements of the California Public Records Act may likewise apply to them.

(cf. 1113 - District and School Web Sites)

(cf. 1114 - District-Sponsored Social Media)

(cf. 1340 - Access to District Records)

(cf. 9012 - Board Member Electronic Communications)

Legal Reference:

EDUCATION CODE

35010 Control of district; prescription and enforcement of rules

GOVERNMENT CODE

6250-6270 California Public Records Act

54960 Actions to stop or prevent violation of meeting provisions

54963 Confidential information in closed session

Management Resources:

WEB SITES

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

Bylaw
adopted:
Board Bylaws

CSBA MANUAL MAINTENANCE SERVICE
August 2013
BB 9250(a)

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS

Compensation

The members of the Governing Board view their Board service as a voluntary contribution to the community and elect not to receive the compensation to which they are entitled pursuant to Education Code 35120.

Reimbursement of Expenses

Board members shall be reimbursed for actual and necessary expenses incurred when performing authorized services for the district. Expenses for travel, telephone, business meals, or other authorized purposes shall be in accordance with policies established for district personnel and at the same rate of reimbursement.

(cf. 1160 - Political Processes)

(cf. 3100 - Budget)

(cf. 3350 - Travel Expenses)

(cf. 3513.1 - Cellular Phone Reimbursement)

Board members shall be reimbursed for travel expenses incurred when performing services directed by the Board. (Education Code 35044)

(cf. 9240 - Board Development)

BB 9250(c)

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS (continued)

Authorized purposes may include, but are not limited to, attendance at educational seminars or conferences designed to improve Board members' skills and knowledge; participation in regional, state, or national organizations whose activities affect the district's interests; attendance at district or community events; and meetings with state or federal officials on issues of community concern.

Personal expenses shall be the responsibility of individual Board members. Personal expenses include, but are not limited to, the personal portion of any trip, tips or gratuities, alcohol, entertainment, laundry, expenses of any family member who is accompanying the

Board member on district-related business, personal use of an automobile, and personal losses and traffic violation fees incurred while on district business.

Any questions regarding the propriety of a particular type of expense should be resolved by the Superintendent or designee before the expense is incurred.

Health and Welfare Benefits for Current Board Members

BB 9250(d)

Board members may participate in the health and welfare benefits program provided for district employees.

(cf. 4154/4254/4354 - Health and Welfare Benefits)

Health and welfare benefits for Board members shall be no greater than that received by the district's nonsafety employees with the most generous schedule of benefits. (Government Code 53208.5)

The district shall pay the premiums required for Board members electing to participate in the district health and welfare benefits program to the same extent that it pays for district employees.

BB 9250(e)

REMUNERATION, REIMBURSEMENT AND OTHER BENEFITS (continued)

Health and welfare benefits provided to Board members shall be extended at the same level to their spouse/registered domestic partner and to their eligible dependent children as specified in law and the health plan.

COLUSA UNIFIED SCHOOL DISTRICT

745 Tenth Street
Colusa, CA 95932

UNOFFICIAL MINUTES**Board of Trustees Regular Board Meeting**

January 20, 2015

CALL TO ORDER	The meeting was called to order at 6:00 p.m. in the CUSD Conference Room by Board President Lincoln Forry, who established a quorum was present. Attending were Charles Yerxa, Terry Bressler, Kelli Griffith-Garcia and Kathie Whitesell. Also in attendance were Superintendent Dwayne Newman, staff, and community members.
PLEDGE OF ALLEGIANCE	Erika Lemenager led the Pledge of Allegiance.
HEARING OF THE PUBLIC FOR ITEMS NOT ON THE AGENDA	Mr. Bressler stated that he had petitions from community members regarding the football program at CHS to bring to Mr. Newman.
HEARING OF THE PUBLIC FOR ITEMS ON THE AGENDA	None
STUDENT'S REPORT	ASB President, Jordan Helmer reported on Winterfest and the great feedback that was received from the community about this year's event. Snowball had approximately 170 students in attendance and was a great success. Mr. Helmer also reported out on sports, rallies, and the Silent Night game that occurred in honor of Coach Davis' late wife, Rebecca.
RECOGNITION & CELEBRATIONS	Maria Espinoza recognized Toni Rangel for her hard work at BPS and her strong work ethic. Cristina Rodriguez was also recognized for her daily efforts as well her leadership in coordinating a Science Day event that took place at BPS in collaboration with CSU, Chico and Chico Unified School District.
PRESIDENTS REPORT	The Governing Board elected the representatives for the following committees: CRAF – Charles Yerxa; FOM – Terry Bressler; FOA – Kelli Griffith-Garcia & Kathie Whitesell; SELPA – Terry Bressler; Grounds – Terry Bressler & Lincoln Forry.
SUPERINTENDENTS REPORT IMPROVING ACHIEVEMENT	<ul style="list-style-type: none"> LCAP Progress – Planning for the next school year is underway. Mr. Newman is gathering input from staff for district wide improvement. Community meetings are scheduled to discuss improvement, achievement, and to listen to suggestions from the greater community. Budget discussions are ongoing and the Zero Based Budget process will continue to be a tool for staff to use in building a budget from the bottom up.
SUPERINTENDENTS REPORT MANAGEMENT	<ul style="list-style-type: none"> Modernization Projects Update – Interviews for the Owner's Representative took place on January 9, 2015. The interview process and panel narrowed down the candidates to two. One candidate withdrew their application and the other firm will go before the board on January 21, 2015 for final approval. Mr. Newman and Jim LaGrone called for reference checks and received positive feedback.

Board of Trustees Regular Meeting
January 20, 2015

- SELPA Update – Mr. Newman reported that County Superintendent, Mike West has agreements signed by SELPA union representatives that indicate the items that CUSD requested to be completed are indeed getting completed. Mr. West has asked that CUSD consider adjusting the budget in effort to save Colusa County Office of Education from serious financial hardship. SELPA teachers have agreed to forego pay raises for two years until CUSD salaries are equitable with theirs. A formula is being developed to define parity and Mr. West has a signed document from the representatives stating that salary negotiation for this current year and the year after are completed.

Mr. Newman also reported that an agreement has been reached regarding the stipend inequity between SELPA teachers and district teachers. Currently SELPA teachers with a Master's degree receive a 3% stipend, while district teachers with a Master's receive a flat \$800.00. The agreement was made that SELPA teachers receiving a Master's stipend would receive 1.5% for next year and move to a flat \$1,000.00 for the year after.

Mr. Newman reported that Mike West recently discovered that not all districts have been paying for the modulars that house special education classrooms. Further discussion will take place and Mr. Newman will report out as information becomes available.

SUPERINTENDENT'S REPORT
BUDGET

- Sheryl Parker reported on a rebounding economy's effect on the District's budget. State budget projections reflect an increase of 8% for an average district. Sheryl also stated that the Governor is proposing a payback of mandated costs that is owed to all districts. Next year, the Governor has proposed a one-time payout for those costs. CUSD could likely see a payout of \$250,000.00 which would be unrestricted funding.
- Enrollment has gone up slightly but ADA is down slightly.

PRINCIPAL'S REPORT

Darren Brown reported on the Winterfest celebration that took place at CHS. The event was a huge success with approximately 700 people in attendance. Many alumni were in attendance and also participated in the event.

CSEA REPRESENTATIVE'S
REPORT

Rosemary Hicks reported that dates have not been set for negotiations at this time. Two CSEA member are currently on medical leave and well wishes were given.

CEA REPRESENTATIVE'S
REPORT

Pam Giuliano reported that negotiations are set to take place. She also explained CEA's interest based model for bargaining and the process involved with negotiations.

Board of Trustees Regular Meeting
January 20, 2015

**INFORMATION / DISCUSSION
/ POSSIBLE ACTION ITEMS**

ACTION ITEM #141538 Motion was made by Terry Bressler, seconded by Kelli Griffith-Garcia to name to approve Resolution #2014-15.06 – Signatures of the Board.

Vote: Unanimous

ACTION ITEM #141539 Motion was made by Terry Bressler, seconded by Charles Yerxa to approve Resolution #2014-15.07 - Intention to Reimburse Expenditures.

Vote: Unanimous

ACTION ITEM #141540 Motion was made by Kelli Griffith-Garcia, seconded by Kathie Whitesell to approve Resolution #2014-15.08 – Establish Building Fund 21

Vote: Unanimous

ACTION ITEM #141541 Motion was made by Terry Bressler, seconded by Charles Yerxa to approve Resolution #2014-15.09 – SB 858 Local Reserve Cap

ACTION ITEM #141542 Motion was made by Kelli Griffith-Garcia, seconded by Charles Yerxa to approve the Request for Allowance of Attendance Because of Emergency Conditions.

Vote: Unanimous

ACTION ITEM #141543 Motion was made by Charles Yerxa, seconded by Terry Bressler to approve the members of the Citizen's Oversight Committee. Larry Yeghoian, Marta Stegall, Cyndi Simmons, Tiffany Sines, Christopher Fantl, Jon James, and Debby Beymer.

Vote: Unanimous

ACTION ITEM #141544 Motion was made by Kelli Griffith-Garcia to approve the Part Time MOT position.

Vote: Unanimous

ACTION ITEM #141545 Motion was made by Terry Bressler, seconded by Kathie Whitesell to approve the CalSTRS Funding Coalition.

Vote: Unanimous

ACTION ITEM #141546 Motion was made by Terry Bressler, seconded by Kelli Griffith-Garcia to table the buyout of the SELPA Modular Lease and bring back for further discussion at the February 10, 2015 Board Meeting.

Vote: Unanimous

Board of Trustees Regular Meeting
January 20, 2015

ACTION ITEM #141547

Motion was made by Terry Bressler, seconded by Kathie Whitesell to approve the First Reading of Board Policies and Administrative Regulations as listed on the agenda.

Vote: Unanimous

ACTION ITEM #141548

Motion was made by Charles Yerxa, seconded by Terry Bressler to approve all consent agenda items.

The following Consent Agenda items were approved:

- a. Minutes of December 16, 2014 Regular Board Meeting
- b. December Payroll
- c. Personnel Assignment Order # 2014-2015 #6
- d. Warrants: Batch #23-25
- e. Associated Student Body Fund
- f. Approval of Budget Revision
- g. Williams Quarterly Report

Vote: Unanimous

HEARING OF THE PUBLIC FOR
MATTERS ON CLOSED
SESSION AGENDA

None

ADJOURN TO CLOSED
SESSION

The Board adjourned to Closed Session at 7:35 p.m. to consider and/or take action upon any of the following items:

1. Student Matters:
 - a. Out of School Suspensions
 - b. Inter-District Transfers
2. Personnel Matters:
 - a. Public Employment
 1. New Hires 2014/2015
 2. Extended Leave Requests
 - b. Public Employee Discipline/Dismissal/Release/Resignations
3. Negotiations
 - a. Instruction to District Negotiators (*Executive Session of School Board and its designated representatives for the purpose of discussing its position regarding matters within the scope of representation and instructing its designated representatives.*)

RECONVENE FROM CLOSED
SESSION

The Board reconvened from Closed Session at 8:50 p.m. Board President, Lincoln Forry reported out that the Board reviewed the Out of School Suspensions, Inter-District Transfers, and New Hires.

Board of Trustees Regular Meeting
January 20, 2015

ACTION ITEM #141549

Motion was made by Lincoln Forry, seconded by Terry Bressler to approve the Extended Leave Request until May 29, 2015.

Vote: Unanimous


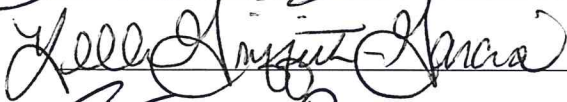
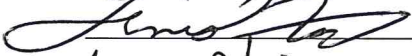
ADJOURNMENT

The meeting adjourned at 8:55 p.m.

Respectfully submitted by Zeba Hone,
Executive Administrative Assistant



APPROVED BY:



COLUSA UNIFIED SCHOOL DISTRICT

745 Tenth Street
Colusa, CA 95932

OFFICIAL MINUTES**Board of Trustees Special Board Meeting**

January 21, 2015

CALL TO ORDER

The meeting was called to order at 4:05 p.m. in the CUSD Conference Room by Board President Lincoln Forry, who established a quorum was present. Attending were Charles Yerxa, Terry Bressler, Lincoln Forry, and Kathie Whitesell. Also in attendance were Superintendent Dwayne Newman and representatives of Capital Programs Management.

PLEDGE OF ALLEGIANCE

By consensus, the Governing Board opted to skip the Pledge of Allegiance.

**HEARING OF THE PUBLIC FOR
ITEMS NOT ON THE AGENDA**

No members of the public were present.

**HEARING OF THE PUBLIC FOR
ITEMS ON THE AGENDA**

No members of the public were present.

**INFORMATION/DISCUSSION
/POSSIBLE ACTION ITEMS****ACTION ITEM #141550**

The CPM Representatives gave an introductory presentation. The Board Members asked questions about program management, construction oversight, contracting, and other topics related to the Measure A Modernization Bond Program. The Board requested a copy of the District's Facilities Needs Assessment to be emailed to them.

Motion was made by Terry Bressler, seconded by Kathie Whitesell directing the Superintendent to immediately begin negotiating a contract for CPM's services with the goal of having a contract ready for the February 10, 2015 Board Meeting.

Vote: Ayes: 4

Noes: 0

Absent: 1 (Griffith-Garcia)

**HEARING OF THE PUBLIC
FOR MATTERS ON CLOSED
SESSION AGENDA**

No members of the public were present.

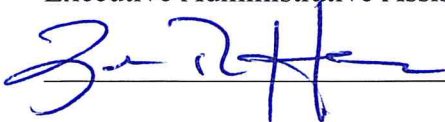
**ADJOURN TO CLOSED
SESSION**

The Board saw no reason for adjourning to a closed session.

ADJOURNMENT


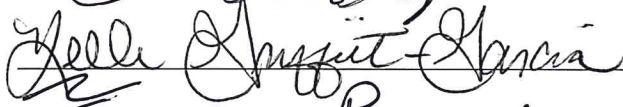
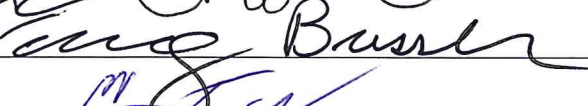
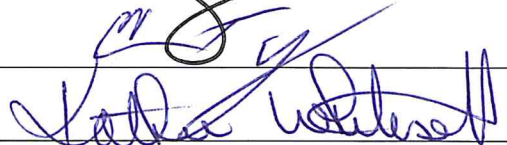
The meeting adjourned at 6:10 p.m.

Respectfully submitted by Zeba Hone,
Executive Administrative Assistant



Board of Trustees Special Meeting
January 21, 2015

APPROVED BY:

COLUSA UNIFIED SCHOOL DISTRICT

745 Tenth Street
Colusa, CA 95932

OFFICIAL MINUTES

Board of Trustees Special Board Meeting

January 29, 2015

CALL TO ORDER

The meeting was called to order at 4:00 p.m. in the CUSD Conference Room by Board President Lincoln Forry, who established a quorum was present. Attending were Charles Yerxa, Terry Bressler, Lincoln Forry, and Kathie Whitesell. Also in attendance were Superintendent Dwayne Newman, Darren Brown, Maria Espinoza, Jody Johnston and Pam Giuliano.

HEARING OF THE PUBLIC FOR
ITEMS NOT ON THE AGENDA

No members of the public requested to speak.

HEARING OF THE PUBLIC FOR
ITEMS ON THE AGENDA

No members of the public requested to speak.

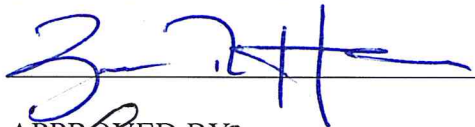
INFORMATION / DISCUSSION
/ POSSIBLE ACTION ITEMS

The Board discussed multiple aspects of districtwide improvement. No action was taken.


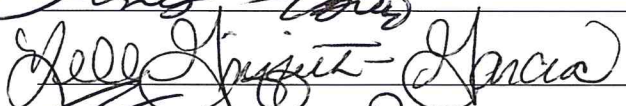

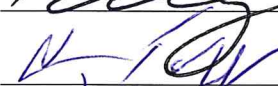
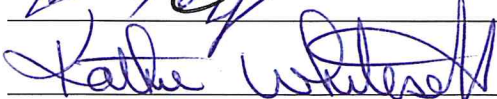
ADJOURNMENT

The meeting adjourned at 7:30 p.m.

Respectfully submitted by Zeba Hone,
Executive Administrative Assistant



APPROVED BY:



CUSD Board LCAP Planning

Colusa Unified School District

29 January 2015

Goals

- Communicate and Analyze Information
- Brainstorm Ideas for District-Wide Improvement
- Analyze ideas and begin to DRAFT LCAP

Mission

...to provide a safe,
student – centered,
high quality education
to ALL students.

Vision

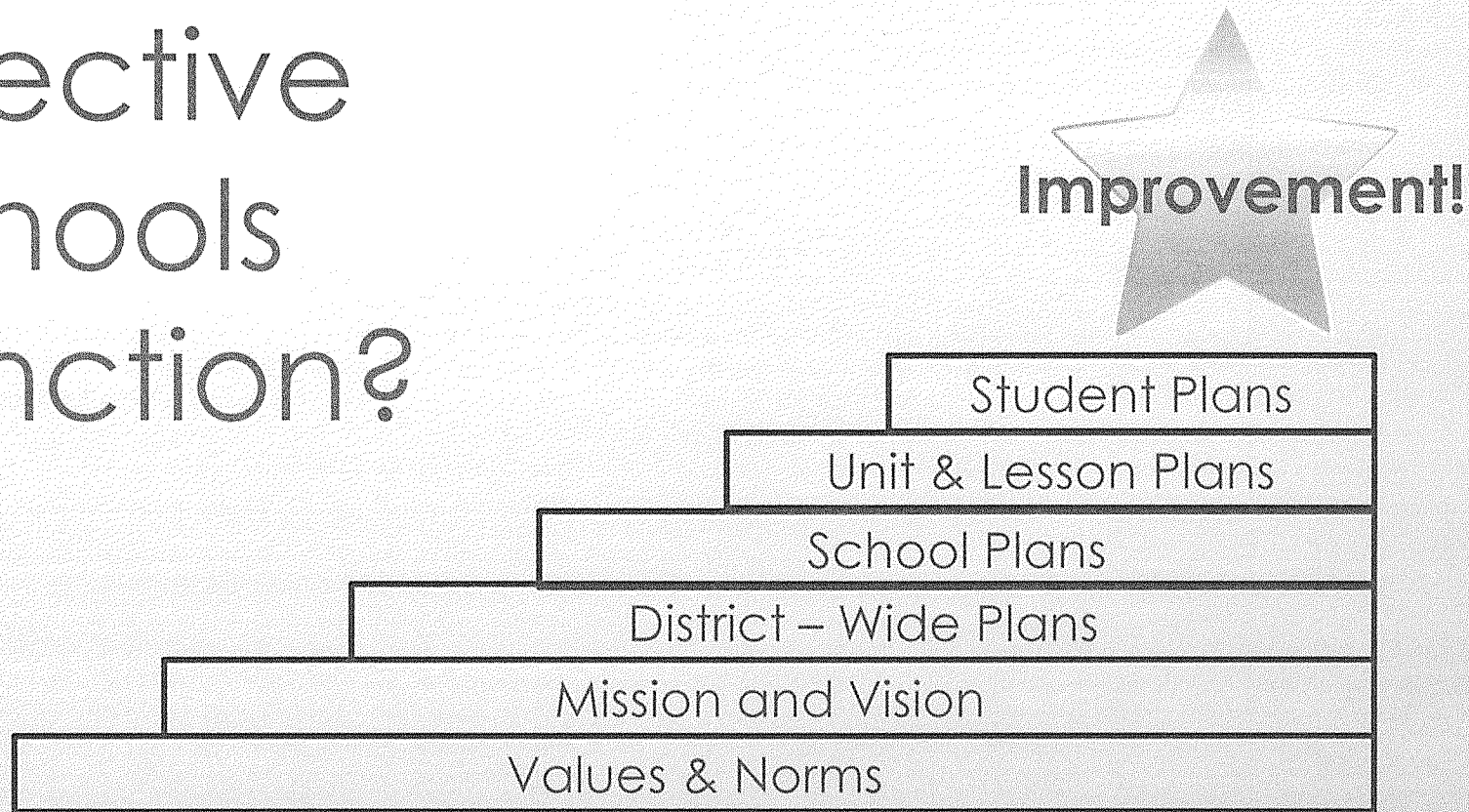
...to provide, in cooperation with our families, an excellent, well balanced education where students gain skills necessary for success in an ever changing world.

Norms

- Kid Focused
- Respectful
- Professional
- Truthful
- Empathetic, Open-minded, Positive
- Purposeful, Efficient, Punctual and Timely
- Proactive
- Confidential

Fun

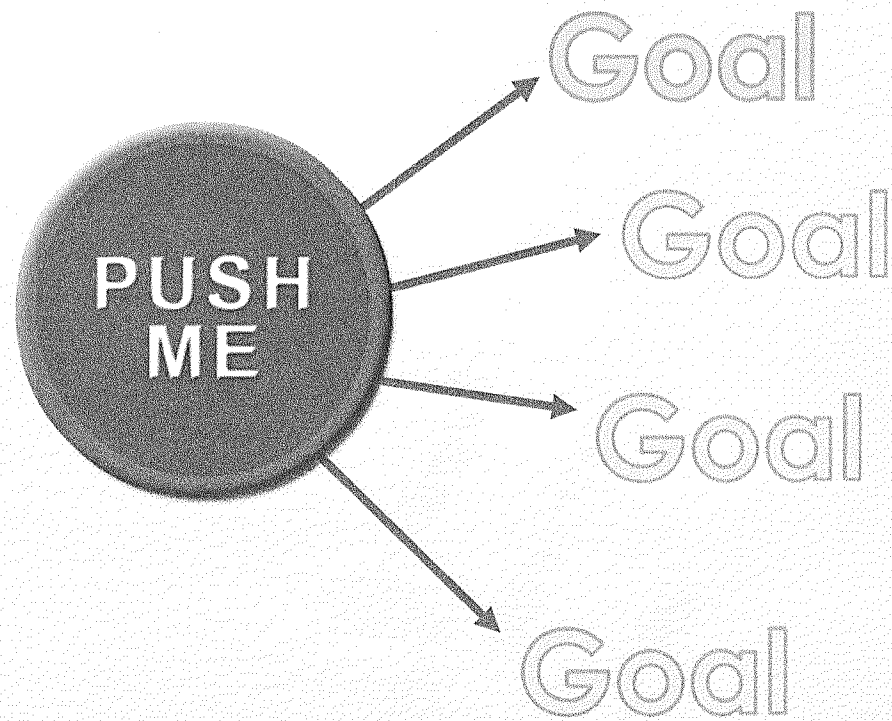
How Do Effective Schools Function?



What Works in Schools?

1. Guaranteed and viable curriculum
2. Challenging goals and effective feedback
3. Parent and community involvement
4. Safe and orderly environment
5. Collegiality and professionalism
6. Effective Leadership

Leverage Points



A black and white photograph of Earth from space, showing a large, swirling storm system over the North Atlantic and Europe. The storm is characterized by a dense, bright white core surrounded by concentric, swirling cloud bands. The surrounding landmasses and oceans are visible in shades of gray, with the storm's path appearing to curve around the British Isles and into the North Atlantic. The overall image has a grainy, high-contrast quality typical of early satellite photography.

[illegible]

CUSD Strategic Plan

2013/2014 Focus Areas	2014/2015 Focus Areas	2015/2016 Focus Areas	2016/2017 Focus Areas	2017/2018 Focus Areas
Student Achievement & Closing Gaps <ul style="list-style-type: none"> • Instruction • Common Core Standards Implementation • Assessment • Interventions 	Student Achievement & Closing Gaps <ul style="list-style-type: none"> • Instruction • Common Core Standards • Assessment • Interventions 	Student Achievement & Closing Gaps <ul style="list-style-type: none"> • Instruction • Common Core Standards • Assessment • Interventions 	Student Achievement & Closing Gaps <ul style="list-style-type: none"> • Assessment • Interventions • Instruction • Common Core Standards 	Student Achievement <ul style="list-style-type: none"> • Instruction • Assessment • Interventions • Common Core Standards
Atmosphere	Atmosphere	Atmosphere	Atmosphere	Atmosphere
Communication	Communication	Communication	Communication	Communication
Technology	Technology	Technology	Technology	Technology
Facilities	Facilities	Facilities	Facilities	Facilities

Student Achievement & Closing Gaps

- Instruction
- CC Standards Implementation
- Assessment
- Interventions
- What information do we have?
- What information do we lack?
- Ideas for improvement?
- Analysis of suggestions?
 - Sufficient data
 - Timing
 - Resources
 - Training

Atmosphere

- Staff Perceptions
- Parent Perceptions
- Student Perceptions
- Community Perceptions
- What information do we have?
- What information do we lack?
- Ideas for improvement?
- Analysis of suggestions?
 - Sufficient data
 - Timing
 - Resources
 - Training

Communications

- Internal Leadership
 - Internal Staff
 - Parents
 - Community
- What information do we have?
 - What information do we lack?
 - Ideas for improvement?
 - Analysis of suggestions?
 - Sufficient data
 - Timing
 - Resources
 - Training

Technology

- Staff Needs
- Student Needs
- Parents & Community Needs
- What information do we have?
- What information do we lack?
- Ideas for improvement?
- Analysis of suggestions?
 - Sufficient data
 - Timing
 - Resources
 - Training

Other?

COLUSA UNIFIED SCHOOL DISTRICT

TRUSTEES:
MR. LINCOLN FORRY
MR. TERRY BRESSLER
MR. CHARLES YERXA
MRS. KELLI GRIFFITH-GARCIA
MRS. KATHIE WHITESELL

745 TENTH STREET, COLUSA, CA 95932
PHONE: (530) 458-7791 • FAX: (530) 458-4030

DWAYNE NEWMAN
DISTRICT SUPERINTENDENT



Payroll totals for the month of:

January 2015

Issued 1/9/2015: \$ 12,578.53

Issued 1/30/2015: \$ 686,843.30

Monthly total \$ 699,421.83

Consent Agenda**2015**

Colusa Unified School District
 Personnel Assignment Order
 2014-2015 #7

EMPLOYMENT, RESIGNATIONS, AND OTHER

CERTIFICATED

Employment / Appointments:

<u>Name</u>	<u>Position</u>	<u>Status</u>	<u>Salary</u>	<u>Date</u>
-------------	-----------------	---------------	---------------	-------------

Retirement:

Resignation:

Leaves:

Terminated:

Non-Reelection:

Transfers:

(Requests approved by Superintendent)

CLASSIFIED

Employment / Appointments:

<u>Name</u>	<u>Position</u>	<u>Date</u>
Carlos Flores	BPS Paraeducator	1/21/2015
Jessica Cassillas	MOT Custodian	1/29/2015
Catherine Beebe	Café Sub	1/29/2015
Micheal Cox	Cafeteria Asst I	1/30/2015

Leaves:

Resignation:

Retirement:

Increase of Hours:

Job transfer:

Termination:

COLUSA UNIFIED SCHOOL DISTRICT
2014-15 BUDGET REVISION
February 10, 2015

2014-15 BEGINNING BALANCE	1,347,994
ESTIMATED INCOME	<u>12,510,505</u>
TOTAL INCOME/BEGINNING BALANCE	13,858,499

Resource Code and Program

4203 Reduce Title III	(179)
REVISED TOTAL INCOME	12,510,326
REVISED TOTAL INCOME + BEGINNING BALANCE	13,858,320

EXPENDITURES

Current Expenditure Budget	12,381,329	
Reserve for Revolving Cash	20,350	
Reserve for Textbook Adoption	75,000	
Reserve for Bus/Van Replacement	25,000	
Undistributed Reserve	<u>1,356,820</u>	<u>1,477,170</u>
		13,858,499

4203 Reduce Title III	(179)
0100 Reduce LCFF budget for Para Educators at BPS (will hire 15-16 year)	(36,000)
0100 Increase Summer School Budget	50,000
0100 Increase Technology Budget to complete Wireless	10,000
0100 Increase MOT Budget for New Part Time Custodian/Overtime/Substitutes	35,000
0000 Increase Property/Liability Insurance budget	14,000

Revised Expenditure Budget	12,454,150	
Reserve for Revolving Cash	20,350	
Reserve for Textbook Adoption	75,000	
Reserve for Bus/Van Replacement	25,000	
Undistributed Reserve	<u>1,283,999</u>	<u>1,404,349</u>
		13,858,499

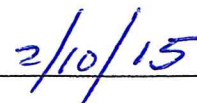
PASSED AND ADOPTED this 10th Day of February, 2015 at a meeting of the Board of Trustees of Colusa Unified School District.

AYES:

NOES:

ABSENT:


Dwayne Newman, Superintendent


2/10/15

Multi-Year Projection Summary - February 10, 2015

	13/14 ACTUALS	14/15 BUDGET	15/16 BUDGET	16/17 BUDGET	17/18 BUDGET
TOTAL REVENUES	11,791,322	12,510,326	13,420,217	13,475,573	13,780,972
TOTAL EXPENSES & TRANSFERS OUT	11,778,667	12,454,150	12,729,594	12,835,330	12,961,672
TOTAL REVENUES LESS EXPENDITURES	12,655	56,176	690,623	640,243	819,300
GENERAL FUND BEGINNING BALANCE	1,335,339	1,347,994	1,404,170	2,094,793	2,735,036
LESS AMOUNT ABOVE REVENUES LESS EXP	12,655	56,176	690,623	640,243	819,300
<i>Less Restricted Fund Balance Prop 39/Common Core</i>	<i>-227,281</i>				
<i>Less Restricted Fund Balance Bus/Vehicle Replacement</i>		<i>-25,000</i>	<i>-50,000</i>	<i>-75,000</i>	<i>-75,000</i>
<i>Less Special Reserve for Textbook Replacement</i>		<i>-75,000</i>	<i>-150,000</i>	<i>-225,000</i>	<i>-225,000</i>
UNDISTRIBUTED GENERAL FUND RESERVE	1,120,713	1,304,170	1,894,793	2,435,036	3,254,336
% UNDISTRIBUTED RESERVE	9.51%	10.47%	14.88%	18.97%	25.11%
3% UNDISTRIBUTED RESERVE IS	353,360	373,625	381,888	385,060	388,850
AMOUNT ABOVE (-BELOW) 3%	767,353	930,546	1,512,905	2,049,976	2,865,486
5% UNDISTRIBUTED RESERVE IS	588,933	622,708	636,480	641,766	648,084
AMOUNT ABOVE (-BELOW) 5%	531,780	681,463	1,258,313	1,793,269	2,606,252

RECOMMENDED RESERVE 3% Plus one Year LCFF Growth					
LCFF Growth Amount over Prior Year	\$ 483,946	\$ 1,132,411	\$ 966,876	\$ 345,414	\$ 342,582
Plus 3% Reserve	\$ 353,360	\$ 373,625	\$ 381,888	\$ 385,060	\$ 388,850
Total Recommended Reserve	\$ 837,306	\$ 1,506,036	\$ 1,348,763	\$ 730,474	\$ 731,433
AMOUNT ABOVE (-BELOW) RECOMMENDED RESERVE	\$ 283,407	\$ (201,866)	\$ 546,029	\$ 1,704,562	\$ 2,522,903

LCFF FUNDING ESTIMATE:

TOTAL ADA	1395.63	1405.63	1415.63	1415.63	1415.63
multiply x SSC Calculated recommended amount per ADA	\$ 7,034	\$ 7,786	\$ 8,414	\$ 8,658	\$ 8,900
Total LCFF Funding Budgeted	\$ 9,817,350	\$ 10,944,235	\$ 11,911,111	\$ 12,256,525	\$ 12,599,107
% Increase over Prior Year	4.60%	11.48%	8.83%	2.90%	2.80%
CUSD P-2 ADA	1387.81	1397.81	1410.09	1410.09	1410.09
Adult Transition Class Reported by CCOE	5.54	5.54	5.54	5.54	5.54
Community School ADA Reported by CCOE	<u>2.28</u>	<u>2.28</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL ADA CUSD LCFF	1395.63	1405.63	1415.63	1415.63	1415.63
			-74K ROP	-130K ROP	-167K ROP

NOTE:13-14 Deficit Sending \$214,393 does not reflect above due to accounting for Common Core and Prop 39 funds

ASSUMPTIONS	ASSUMPTIONS	ASSUMPTIONS
Add 10 ADA	Same ADA	Same ADA
1 Teacher BPS	No New Staff	No New Staff
1.5 Teacher EMS		
.5 Admin		
1 Utility Worker		
1 Bilingual Para CHS		
\$250K One Time		
Loss of \$74K ROP	Loss of \$130K ROP	Loss of \$167K ROP
+80K SELPA	+80K SELPA Continues	+80K SELPA Continues

Colusa Unified School District - February 10, 2015

	8.25% STRS 11.1% PERS	8.88% STRS 11.7% PERS	10.73% STRS 12.6% PERS	12.58% STRS 15% PERS	14.43% STRS 16.6% PERS
	13/14 ACTUALS	14/15 BUDGET	15/16 BUDGET	16/17 BUDGET	17/18 BUDGET
INCOME					
8011-8089 TOTAL LCFF	9,817,350	10,944,235	11,911,111	12,256,525	12,599,107
8019 PRIOR YEAR ADJUSTMENTS	-5,526				
TOTAL REVENUE LIMIT SOURCES	9,811,824	10,944,235	11,911,111	12,256,525	12,599,107
TOTAL FEDERAL REVENUE	513,251	515,403	438,559	438,559	438,559
STATE REVENUES					
8550 MANDATED COSTS	49,128	154,208	50,000	50,000	50,000
8560 LOTTERY	234,017	217,776	217,776	217,776	217,776
8590 OTHER STATE	739,852	347,401	586,362	341,362	341,362
TOTAL STATE REVENUE	1,022,997	719,385	854,138	609,138	609,138
OTHER LOCAL REVENUES					
8650 LEASES AND RENTALS	12,108	9,000	9,000	9,000	9,000
8660 INTEREST	7,906	5,000	5,000	5,000	5,000
8677 INTERAGENCY REVENUES	244,730	241,470	128,909	88,851	51,668
8699 OTHER LOCAL INCOME	178,506	75,833	73,500	68,500	68,500
TOTAL LOCAL REVENUES	443,250	331,303	216,409	171,351	134,168
TOTAL REVENUES	11,791,322	12,510,326	13,420,217	13,475,573	13,780,972
EXPENDITURES					
1100 TEACHER'S SALARIES	4,627,859	4,728,135	4,798,342	4,903,625	4,927,661
1200 PUPIL SUPPORT SALARIES	294,042	242,030	248,656	256,000	258,560
1300 SUPERVISOR/ADMIN. SALARIES	564,779	677,268	612,941	615,000	613,000
1900 OTHER CERTIFICATED SALARIES	0	0	0	0	0
TOTAL CERTIFICATED	5,486,680	5,647,433	5,659,939	5,774,625	5,799,221
2100 INSTRUCTIONAL AIDES	324,984	363,918	417,307	425,000	431,301
2200 CLASSIFIED SUPPORT	508,314	557,796	567,288	580,000	582,000
2300 CLASSIFIED ADMINISTRATORS	266,938	289,761	288,836	292,000	295,590
2400 CLERICAL AND OFFICE	448,589	446,075	466,458	475,000	475,000
2900 OTHER CLASSIFIED SALARIES	106,358	123,165	123,895	127,000	127,000
TOTAL CLASSIFIED	1,655,183	1,780,715	1,863,784	1,899,000	1,910,891
3100 STRS	447,106	503,477	616,209	726,448	836,828
3200 PERS	155,558	174,248	203,119	254,000	298,099
3300 SOCIAL SECURITY	189,285	216,856	228,398	230,000	206,354
3400 HEALTH	1,168,885	1,195,295	1,223,981	1,223,981	1,223,981
3500 UNEMPLOYMENT INSURANCE	4,425	3,635	3,750	5,000	5,000
3600 WORKER'S COMPENSATION	157,340	175,318	180,572	185,000	190,000
3900 OTHER BENEFITS	142,214	100,539	97,815	93,155	35,062
TOTAL BENEFITS	2,264,813	2,369,368	2,553,844	2,717,584	2,795,324
	9,406,676	9,797,516	10,077,567	10,391,209	10,505,436
4100 TEXTBOOKS	20,379	50,000	300,000	40,000	40,000
4300 INSTRUCTIONAL SUPPLIES	639,353	712,522	507,361	503,000	503,000
TOTAL BOOKS AND SUPPLIES	659,732	762,522	807,361	543,000	543,000
5200 TRAVEL AND CONFERENCE	38,020	29,402	29,402	29,402	29,402
5300 DUES AND MEMBERSHIPS	10,626	12,061	12,061	12,061	12,061
5400 INSURANCE	114,095	124,000	124,000	124,000	124,000
5500 UTILITIES	432,480	410,000	420,000	430,000	430,000
5600 CONTRACTS, RENTS, LEASES	200,231	195,436	195,436	231,891	231,891
5750 DIRECT COSTS FOR CAFETERIA FD	-44,838	-45,000	-45,000	-45,000	-45,000
5800 OTHER SERV. & OPERATING EXP.	231,065	366,760	247,885	247,885	250,000
5900 COMMUNICATIONS	18,399	20,837	20,837	20,837	20,837
TOTAL CONTRACTS/OTHER EXPENSE	1,000,078	1,113,496	1,004,621	1,051,076	1,053,191
6500 EQUIPMENT REPLACEMENT	34,666				
TOTAL CAPITAL OUTLAY	34,666	0	0	0	0
7142 COMMUNITY SCHOOL/SELPA	642,668	715,571	805,000	815,000	825,000
7350/7613 Interfund (to/from Cafeteria)	-20,198	10,000	-20,000	-20,000	-20,000
7649 OTHER LOAN PAYMENTS	55,045	55,045	55,045	55,045	55,045
TOTAL 7000 OTHER OUTGO	677,515	780,616	840,045	850,045	860,045
TOTAL EXPENDITURES & TRANSFERS OUT	11,778,667	12,454,150	12,729,594	12,835,330	12,961,672

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

Signed: *Dwayne K. Thurman*
District Superintendent or Designee

Date: 2/10/15

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

To the County Superintendent of Schools:

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

Meeting Date: February 10, 2015

Signed: *Eric H. Hays*
President of the Governing Board

CERTIFICATION OF FINANCIAL CONDITION

X POSITIVE CERTIFICATION

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

 QUALIFIED CERTIFICATION

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

 NEGATIVE CERTIFICATION

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

Contact person for additional information on the interim report:

Name: Sheryl Parker

Telephone: 530-458-7791 x14119

Title: Chief Business Official

E-mail: sparker@colusa.k12.ca.us

Criteria and Standards Review Summary

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

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

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since first interim.	X	
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio for the current and two subsequent fiscal years is consistent with historical ratios.		X
4	Local Control Funding Formula (LCFF)	Projected LCFF for any of the current or two subsequent fiscal years has not changed by more than two percent since first interim.		X
5	Salaries and Benefits	Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.	X	
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since first interim.		X
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since first interim.		X
7a	Deferred Maintenance	AB 97 (Chapter 47, Statutes of 2013) eliminated the Deferred Maintenance program under the Local Control Funding Formula. This section has been inactivated.		
7b	Ongoing and Major Maintenance Account	If applicable, changes occurring since first interim meet the required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account).		X
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.	X	
9a	Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years.	X	

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

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements? • If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2013-14) annual payment? • If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?		X
			X	
			X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)? • If yes, have there been changes since first interim in OPEB liabilities?		X
			X	
S7b	Other Self-insurance Benefits	Does the district operate any self-insurance programs (e.g., workers' compensation)? • If yes, have there been changes since first interim in self-insurance liabilities?	X	
			n/a	
S8	Status of Labor Agreements	As of second interim projections, are salary and benefit negotiations still unsettled for: • Certificated? (Section S8A, Line 1b) • Classified? (Section S8B, Line 1b) • Management/supervisor/confidential? (Section S8C, Line 1b)		X
				X
				X
S8	Labor Agreement Budget Revisions	For negotiations settled since first interim, per Government Code Section 3547.5(c), are budget revisions still needed to meet the costs of the collective bargaining agreement(s) for: • Certificated? (Section S8A, Line 3) • Classified? (Section S8B, Line 3)	n/a	
			n/a	
S9	Status of Other Funds	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	

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

G = General Ledger Data; S = Supplemental Data

		Data Supplied For:			
		2014-15 Board Approved Operating Budget		2014-15 Actuals to Date	2014-15 Projected Totals
Form	Description	2014-15 Original Budget	2014-15 Board Approved Operating Budget	2014-15 Actuals to Date	2014-15 Projected Totals
01I	General Fund/County School Service Fund	GS	GS	GS	GS
09I	Charter Schools Special Revenue Fund				
10I	Special Education Pass-Through Fund				
11I	Adult Education Fund				
12I	Child Development Fund				
13I	Cafeteria Special Revenue Fund	G	G	G	G
14I	Deferred Maintenance Fund				
15I	Pupil Transportation Equipment Fund				
17I	Special Reserve Fund for Other Than Capital Outlay Projects				
18I	School Bus Emissions Reduction Fund				
19I	Foundation Special Revenue Fund				
20I	Special Reserve Fund for Postemployment Benefits				
21I	Building Fund				
25I	Capital Facilities Fund	G	G	G	G
30I	State School Building Lease-Purchase Fund				
35I	County School Facilities Fund				
40I	Special Reserve Fund for Capital Outlay Projects				
49I	Capital Project Fund for Blended Component Units				
51I	Bond Interest and Redemption Fund				
52I	Debt Service Fund for Blended Component Units				
53I	Tax Override Fund				
56I	Debt Service Fund				
57I	Foundation Permanent Fund				
61I	Cafeteria Enterprise Fund				
62I	Charter Schools Enterprise Fund				
63I	Other Enterprise Fund				
66I	Warehouse Revolving Fund				
67I	Self-Insurance Fund				
71I	Retiree Benefit Fund				
73I	Foundation Private-Purpose Trust Fund				
AI	Average Daily Attendance	S	S		S
CASH	Cashflow Worksheet				S
CHG	Change Order Form				
CI	Interim Certification				S
ICR	Indirect Cost Rate Worksheet				S
MYPI	Multiyear Projections - General Fund				G
NCMOE	No Child Left Behind Maintenance of Effort				GS
SIAI	Summary of Interfund Activities - Projected Year Totals				G
01CSI	Criteria and Standards Review				S

2014-15 Second Interim
General Fund
Unrestricted (Resources 0000-1999)
Revenues, Expenditures, and Changes in Fund Balance

06 61598 0000000
Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) LCFF Sources		8010-8099	10,773,278.00	10,944,235.00	0.00	10,944,235.00	0.00	0.0%
2) Federal Revenue		8100-8299	10,000.00	10,000.00	0.00	10,000.00	0.00	0.0%
3) Other State Revenue		8300-8599	312,952.00	335,104.00	0.00	335,104.00	0.00	0.0%
4) Other Local Revenue		8600-8799	283,992.00	321,325.00	0.00	321,325.00	0.00	0.0%
5) TOTAL, REVENUES			11,380,222.00	11,610,664.00	0.00	11,610,664.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	5,244,743.00	5,302,716.00	0.00	5,302,716.00	0.00	0.0%
2) Classified Salaries		2000-2999	1,368,167.00	1,349,376.00	0.00	1,398,376.00	(49,000.00)	-3.6%
3) Employee Benefits		3000-3999	2,165,323.00	2,152,529.00	0.00	2,152,529.00	0.00	0.0%
4) Books and Supplies		4000-4999	418,383.00	491,899.00	0.00	501,899.00	(10,000.00)	-2.0%
5) Services and Other Operating Expenditures		5000-5999	733,073.00	733,073.00	0.00	747,073.00	(14,000.00)	-1.9%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	87,915.00	85,045.00	0.00	85,045.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(31,492.00)	(51,492.00)	0.00	(51,492.00)	0.00	0.0%
9) TOTAL, EXPENDITURES			9,986,112.00	10,063,146.00	0.00	10,136,146.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)								
			1,394,110.00	1,547,518.00	0.00	1,474,518.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	30,000.00	0.00	30,000.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(1,219,511.00)	(1,161,061.00)	0.00	(1,161,061.00)	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(1,219,511.00)	(1,191,061.00)	0.00	(1,191,061.00)		

2014-15 Second Interim
General Fund
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Revenues, Expenditures, and Changes in Fund Balance

06 61598 0000000
Form 011

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E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)								
			174,599.00	356,457.00	0.00	283,457.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,120,713.29	1,120,713.29		1,120,713.29	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,120,713.29	1,120,713.29		1,120,713.29		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,120,713.29	1,120,713.29		1,120,713.29		
2) Ending Balance, June 30 (E + F1e)			1,295,312.29	1,477,170.29		1,404,170.29		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	20,350.00	20,350.00		20,350.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	915,352.79	1,085,380.29		1,010,195.29		
Bus/Vehicle Replacement	0000	9760	75,000.00					
Salary Increases/Emergency Repairs/	0000	9760	840,352.79					
Bus/Vehicle Replacement	0000	9760		25,000.00				
Textbook Replacement	0000	9760		75,000.00				
Salary Increases/Emergency Repairs/	0000	9760		985,380.29				
Bus/Vehicle Replacement	0000	9760				25,000.00		
Textbook Replacement	0000	9760				75,000.00		
Salary Increases/Emergency Repairs/	0000	9760				910,195.29		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	359,609.50	371,440.00		373,625.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

2014-15 Second Interim
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06 61598 0000000
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LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	6,773,278.00	6,944,235.00	0.00	6,944,235.00	0.00	0.0%
Education Protection Account State Aid - Current Year		8012	2,000,000.00	2,000,000.00	0.00	2,000,000.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	0.00	0.00	0.00	0.00	0.00	0.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	2,000,000.00	2,000,000.00	0.00	2,000,000.00	0.00	0.0%
Unsecured Roll Taxes		8042	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8043	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8044	0.00	0.00	0.00	0.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAP)		8045	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			10,773,278.00	10,944,235.00	0.00	10,944,235.00	0.00	0.0%
LCFF Transfers								
Unrestricted LCFF								
Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF								
Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			10,773,278.00	10,944,235.00	0.00	10,944,235.00	0.00	0.0%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00		
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00		
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00		
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00		
NCLB: Title I, Part A, Basic Grants								
Low-Income and Neglected	3010	8290						
NCLB: Title I, Part D, Local Delinquent Program	3025	8290						
NCLB: Title II, Part A, Teacher Quality	4035	8290						

2014-15 Second Interim
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NCLB: Title III, Immigration Education Program	4201	8290						
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290						
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290						
Other No Child Left Behind	3011-3020, 3026-3205, 4036-4126, 5510	8290						
Vocational and Applied Technology Education	3500-3699	8290						
Safe and Drug Free Schools	3700-3799	8290						
All Other Federal Revenue	All Other	8290	10,000.00	10,000.00	0.00	10,000.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			10,000.00	10,000.00	0.00	10,000.00	0.00	0.0%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement								
Current Year	6355-6360	8311						
Prior Years	6355-6360	8319						
Special Education Master Plan								
Current Year	6500	8311						
Prior Years	6500	8319						
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00		
Mandated Costs Reimbursements		8550	59,208.00	154,208.00	0.00	154,208.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	175,896.00	175,896.00	0.00	175,896.00	0.00	0.0%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00		
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
School Based Coordination Program	7250	8590						
After School Education and Safety (ASES)	6010	8590						
Charter School Facility Grant	6030	8590						
Drug/Alcohol/Tobacco Funds	6650, 6690	8590						
California Clean Energy Jobs Act	6230	8590						
Healthy Start	6240	8590						
Specialized Secondary	7370	8590						
American Indian Early Childhood Education	7210	8590						
School Community Violence Prevention Grant	7391	8590						
Quality Education Investment Act	7400	8590						
Common Core State Standards Implementation	7405	8590						
All Other State Revenue	All Other	8590	77,848.00	5,000.00	0.00	5,000.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			312,952.00	335,104.00	0.00	335,104.00	0.00	0.0%

2014-15 Second Interim
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OTHER LOCAL REVENUE								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00		
Unsecured Roll		8616	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00		
Supplemental Taxes		8618	0.00	0.00	0.00	0.00		
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Non-LCFF								
Taxes		8629	0.00	0.00	0.00	0.00		
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	9,000.00	9,000.00	0.00	9,000.00	0.00	0.0%
Interest		8660	5,000.00	5,000.00	0.00	5,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	231,492.00	231,492.00	0.00	231,492.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00		
All Other Local Revenue		8699	38,500.00	75,833.00	0.00	75,833.00	0.00	0.0%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791						
From County Offices	6500	8792						
From JPAs	6500	8793						
ROC/P Transfers								
From Districts or Charter Schools	6360	8791						
From County Offices	6360	8792						
From JPAs	6360	8793						
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			283,992.00	321,325.00	0.00	321,325.00	0.00	0.0%
TOTAL, REVENUES			11,380,222.00	11,610,664.00	0.00	11,610,664.00	0.00	0.0%

2014-15 Second Interim
General Fund
Unrestricted (Resources 0000-1999)
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Certificated Teachers' Salaries		1100	4,457,783.00	4,474,712.00	0.00	4,474,712.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	149,335.00	150,736.00	0.00	150,736.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	637,625.00	677,268.00	0.00	677,268.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			5,244,743.00	5,302,716.00	0.00	5,302,716.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	236,028.00	207,351.00	0.00	221,351.00	(14,000.00)	-6.8%
Classified Support Salaries		2200	410,375.00	407,491.00	0.00	442,491.00	(35,000.00)	-8.6%
Classified Supervisors' and Administrators' Salaries		2300	202,148.00	202,146.00	0.00	202,146.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	395,557.00	409,223.00	0.00	409,223.00	0.00	0.0%
Other Classified Salaries		2900	124,059.00	123,165.00	0.00	123,165.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			1,368,167.00	1,349,376.00	0.00	1,398,376.00	(49,000.00)	-3.6%
EMPLOYEE BENEFITS								
STRS		3101-3102	506,136.00	479,730.00	0.00	479,730.00	0.00	0.0%
PERS		3201-3202	131,356.00	129,222.00	0.00	129,222.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	184,461.00	183,676.00	0.00	183,676.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	1,080,829.00	1,096,400.00	0.00	1,096,400.00	0.00	0.0%
Unemployment Insurance		3501-3502	3,289.00	3,309.00	0.00	3,309.00	0.00	0.0%
Workers' Compensation		3601-3602	158,713.00	159,653.00	0.00	159,653.00	0.00	0.0%
OPEB, Allocated		3701-3702	100,539.00	100,539.00	0.00	100,539.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			2,165,323.00	2,152,529.00	0.00	2,152,529.00	0.00	0.0%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	5,000.00	5,000.00	0.00	5,000.00	0.00	0.0%
Books and Other Reference Materials		4200	1,000.00	1,000.00	0.00	1,000.00	0.00	0.0%
Materials and Supplies		4300	412,383.00	485,899.00	0.00	495,899.00	(10,000.00)	-2.1%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			418,383.00	491,899.00	0.00	501,899.00	(10,000.00)	-2.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	18,071.00	18,071.00	0.00	18,071.00	0.00	0.0%
Dues and Memberships		5300	12,061.00	12,061.00	0.00	12,061.00	0.00	0.0%
Insurance		5400-5450	110,000.00	110,000.00	0.00	124,000.00	(14,000.00)	-12.7%
Operations and Housekeeping Services		5500	410,000.00	410,000.00	0.00	410,000.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	149,081.00	149,081.00	0.00	149,081.00	0.00	0.0%
Transfers of Direct Costs		5710	(127,938.00)	(127,938.00)	0.00	(127,938.00)	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(45,000.00)	(45,000.00)	0.00	(45,000.00)	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	186,798.00	186,798.00	0.00	186,798.00	0.00	0.0%
Communications		5900	20,000.00	20,000.00	0.00	20,000.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			733,073.00	733,073.00	0.00	747,073.00	(14,000.00)	-1.9%

2014-15 Second Interim
General Fund
Unrestricted (Resources 0000-1999)
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	32,870.00	30,000.00	0.00	30,000.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221						
To County Offices	6500	7222						
To JPAs	6500	7223						
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221						
To County Offices	6360	7222						
To JPAs	6360	7223						
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	55,045.00	55,045.00	0.00	55,045.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			87,915.00	85,045.00	0.00	85,045.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	(31,492.00)	(31,492.00)	0.00	(31,492.00)	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	(20,000.00)	0.00	(20,000.00)	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(31,492.00)	(51,492.00)	0.00	(51,492.00)	0.00	0.0%
TOTAL, EXPENDITURES			9,986,112.00	10,053,146.00	0.00	10,136,146.00	(73,000.00)	-0.7%

2014-15 Second Interim
General Fund
Unrestricted (Resources 0000-1999)
Revenues, Expenditures, and Changes in Fund Balance

06 61598 0000000
Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	30,000.00	0.00	30,000.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	30,000.00	0.00	30,000.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	(1,219,511.00)	(1,161,061.00)	0.00	(1,161,061.00)	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(1,219,511.00)	(1,161,061.00)	0.00	(1,161,061.00)	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			(1,219,511.00)	(1,191,061.00)	0.00	(1,191,061.00)	0.00	0.0%

2014-15 Second Interim
General Fund
Restricted (Resources 2000-9999)
Revenue, Expenditures, and Changes in Fund Balance

06 61598 0000000
Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	385,753.00	505,582.00	0.00	505,403.00	(179.00)	0.0%
3) Other State Revenue		8300-8599	378,242.00	384,281.00	0.00	384,281.00	0.00	0.0%
4) Other Local Revenue		8600-8799	17,359.00	9,978.00	0.00	9,978.00	0.00	0.0%
5) TOTAL, REVENUES			781,354.00	899,841.00	0.00	899,662.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	270,181.00	344,717.00	0.00	344,717.00	0.00	0.0%
2) Classified Salaries		2000-2999	382,518.00	382,518.00	0.00	382,339.00	179.00	0.0%
3) Employee Benefits		3000-3999	218,760.00	216,839.00	0.00	216,839.00	0.00	0.0%
4) Books and Supplies		4000-4999	151,667.00	260,623.00	0.00	260,623.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	247,548.00	366,423.00	0.00	366,423.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	698,699.00	685,571.00	0.00	685,571.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	31,492.00	31,492.00	0.00	31,492.00	0.00	0.0%
9) TOTAL, EXPENDITURES			2,000,865.00	2,288,183.00	0.00	2,288,004.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(1,219,511.00)	(1,388,342.00)	0.00	(1,388,342.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	1,219,511.00	1,161,061.00	0.00	1,161,061.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			1,219,511.00	1,161,061.00	0.00	1,161,061.00		

2014-15 Second Interim
General Fund
Restricted (Resources 2000-9999)
Revenue, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
E. NET INCREASE (DECREASE) IN FUND								
BALANCE (C + D4)			0.00	(227,281.00)	0.00	(227,281.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	227,281.00	227,281.00		227,281.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			227,281.00	227,281.00		227,281.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			227,281.00	227,281.00		227,281.00		
2) Ending Balance, June 30 (E + F1e)			227,281.00	0.00		0.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	227,281.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

2014-15 Second Interim
General Fund
Restricted (Resources 2000-9999)
Revenue, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	0.00	0.00	0.00	0.00		
Education Protection Account State Aid - Current Year		8012	0.00	0.00	0.00	0.00		
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00		
Tax Relief Subventions								
Homeowners' Exemptions		8021	0.00	0.00	0.00	0.00		
Timber Yield Tax		8022	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00		
County & District Taxes								
Secured Roll Taxes		8041	0.00	0.00	0.00	0.00		
Unsecured Roll Taxes		8042	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8043	0.00	0.00	0.00	0.00		
Supplemental Taxes		8044	0.00	0.00	0.00	0.00		
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00		
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00		
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00		
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00		
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00		
Subtotal, LCFF Sources			0.00	0.00	0.00	0.00		
LCFF Transfers								
Unrestricted LCFF								
Transfers - Current Year	0000	8091						
All Other LCFF								
Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00		
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00		
Flood Control Funds		8270	0.00	0.00	0.00	0.00		
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00		
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title I, Part A, Basic Grants								
Low-Income and Neglected	3010	8290	277,062.00	270,041.00	0.00	270,041.00	0.00	0.0%
NCLB: Title I, Part D, Local Delinquent Program	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title II, Part A, Teacher Quality	4035	8290	80,489.00	80,489.00	0.00	80,489.00	0.00	0.0%

2014-15 Second Interim
General Fund
Restricted (Resources 2000-9999)
Revenue, Expenditures, and Changes in Fund Balance05 61598 0000000
Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
NCLB: Title III, Immigration Education Program	4201	8290	2,000.00	1,405.00	0.00	1,405.00	0.00	0.0%
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290	17,126.00	41,688.00	0.00	41,509.00	(179.00)	-0.4%
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
	3011-3020, 3026-3205, 4036-4126, 5510	8290	0.00	100,396.00	0.00	100,396.00	0.00	0.0%
Other No Child Left Behind		8290	0.00	100,396.00	0.00	100,396.00	0.00	0.0%
Vocational and Applied Technology Education	3500-3699	8290	9,076.00	11,563.00	0.00	11,563.00	0.00	0.0%
Safe and Drug Free Schools	3700-3799	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			385,753.00	505,582.00	0.00	505,403.00	(179.00)	0.0%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement								
Current Year	6355-6360	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6355-6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan								
Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.00	0.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materi		8560	41,880.00	41,880.00	0.00	41,880.00	0.00	0.0%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
School Based Coordination Program	7250	8590	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	250,200.00	250,200.00	0.00	250,200.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Healthy Start	6240	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
School Community Violence Prevention Grant	7391	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Quality Education Investment Act	7400	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Common Core State Standards Implementation	7405	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	86,162.00	92,201.00	0.00	92,201.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			378,242.00	384,281.00	0.00	384,281.00	0.00	0.0%

2014-15 Second Interim
General Fund
Restricted (Resources 2000-9999)
Revenue, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
OTHER LOCAL REVENUE								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF								
Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00		
Non-Resident Students		8672	0.00	0.00	0.00	0.00		
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	17,359.00	9,978.00	0.00	9,978.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustm		8691	0.00	0.00	0.00	0.00		
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			17,359.00	9,978.00	0.00	9,978.00	0.00	0.0%
TOTAL, REVENUES			781,354.00	899,841.00	0.00	899,662.00	(179.00)	0.0%

2014-15 Second Interim
General Fund
Restricted (Resources 2000-9999)
Revenue, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	178,887.00	253,423.00	0.00	253,423.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	91,294.00	91,294.00	0.00	91,294.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.00	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			270,181.00	344,717.00	0.00	344,717.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	142,746.00	142,746.00	0.00	142,567.00	179.00	0.1%
Classified Support Salaries		2200	115,305.00	115,305.00	0.00	115,305.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	87,615.00	87,615.00	0.00	87,615.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	36,852.00	36,852.00	0.00	36,852.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			382,518.00	382,518.00	0.00	382,339.00	179.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	25,668.00	23,747.00	0.00	23,747.00	0.00	0.0%
PERS		3201-3202	45,026.00	45,026.00	0.00	45,026.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	33,180.00	33,180.00	0.00	33,180.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	98,895.00	98,895.00	0.00	98,895.00	0.00	0.0%
Unemployment Insurance		3501-3502	326.00	326.00	0.00	326.00	0.00	0.0%
Workers' Compensation		3601-3602	15,665.00	15,665.00	0.00	15,665.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			218,760.00	216,839.00	0.00	216,839.00	0.00	0.0%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	151,667.00	260,623.00	0.00	260,623.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			151,667.00	260,623.00	0.00	260,623.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	11,331.00	11,331.00	0.00	11,331.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	46,355.00	46,355.00	0.00	46,355.00	0.00	0.0%
Transfers of Direct Costs		5710	127,938.00	127,938.00	0.00	127,938.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	61,087.00	179,962.00	0.00	179,962.00	0.00	0.0%
Communications		5900	837.00	837.00	0.00	837.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			247,548.00	366,423.00	0.00	366,423.00	0.00	0.0%

2014-15 Second Interim
General Fund
Restricted (Resources 2000-9999)
Revenue, Expenditures, and Changes in Fund Balance06 61598 0000000
Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	698,699.00	685,571.00	0.00	685,571.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			698,699.00	685,571.00	0.00	685,571.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	31,492.00	31,492.00	0.00	31,492.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			31,492.00	31,492.00	0.00	31,492.00	0.00	0.0%
TOTAL, EXPENDITURES			2,000,865.00	2,288,183.00	0.00	2,288,004.00	179.00	0.0%

2014-15 Second Interim
General Fund
Restricted (Resources 2000-9999)
Revenue, Expenditures, and Changes in Fund Balance

06 61596 0000000
Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00		
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00		
Proceeds								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	1,219,511.00	1,161,061.00	0.00	1,161,061.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			1,219,511.00	1,161,061.00	0.00	1,161,061.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			1,219,511.00	1,161,061.00	0.00	1,161,061.00	0.00	0.0%

2014-15 Second Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

06 61598 0000000
Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) LCFF Sources		8010-8099	10,773,278.00	10,944,235.00	0.00	10,944,235.00	0.00	0.0%
2) Federal Revenue		8100-8299	395,753.00	515,582.00	0.00	515,403.00	(179.00)	0.0%
3) Other State Revenue		8300-8599	691,194.00	719,385.00	0.00	719,385.00	0.00	0.0%
4) Other Local Revenue		8600-8799	301,351.00	331,303.00	0.00	331,303.00	0.00	0.0%
5) TOTAL, REVENUES			12,161,576.00	12,510,505.00	0.00	12,510,326.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	5,514,924.00	5,647,433.00	0.00	5,647,433.00	0.00	0.0%
2) Classified Salaries		2000-2999	1,750,685.00	1,731,894.00	0.00	1,780,715.00	(48,821.00)	-2.8%
3) Employee Benefits		3000-3999	2,384,083.00	2,369,368.00	0.00	2,369,368.00	0.00	0.0%
4) Books and Supplies		4000-4999	570,050.00	752,522.00	0.00	762,522.00	(10,000.00)	-1.3%
5) Services and Other Operating Expenditures		5000-5999	980,821.00	1,099,496.00	0.00	1,113,496.00	(14,000.00)	-1.3%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	786,614.00	770,616.00	0.00	770,616.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	(20,000.00)	0.00	(20,000.00)	0.00	0.0%
9) TOTAL, EXPENDITURES			11,986,977.00	12,351,329.00	0.00	12,424,150.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)								
			174,599.00	159,176.00	0.00	86,176.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	30,000.00	0.00	30,000.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	(30,000.00)	0.00	(30,000.00)		

2014-15 Second Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

06 61598 0000000
Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)								
			174,599.00	129,176.00	0.00	56,176.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,347,994.29	1,347,994.29		1,347,994.29	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,347,994.29	1,347,994.29		1,347,994.29		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,347,994.29	1,347,994.29		1,347,994.29		
2) Ending Balance, June 30 (E + F1e)			1,522,593.29	1,477,170.29		1,404,170.29		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	20,350.00	20,350.00		20,350.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	227,281.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	915,352.79	1,085,380.29		1,010,195.29		
Bus/Vehicle Replacement	0000	9760	75,000.00					
Salary Increases/Emergency Repairs/f	0000	9760	840,352.79					
Bus/Vehicle Replacement	0000	9760		25,000.00				
Textbook Replacement	0000	9760		75,000.00				
Salary Increases/Emergency Repairs/f	0000	9760		985,380.29				
Bus/Vehicle Replacement	0000	9760				25,000.00		
Textbook Replacement	0000	9760				75,000.00		
Salary Increases/Emergency Repairs/f	0000	9760				910,195.29		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	359,609.50	371,440.00		373,625.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

2014-15 Second Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance06 61598 0000000
Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	6,773,278.00	6,944,235.00	0.00	6,944,235.00	0.00	0.0%
Education Protection Account State Aid - Current Year		8012	2,000,000.00	2,000,000.00	0.00	2,000,000.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	0.00	0.00	0.00	0.00	0.00	0.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	2,000,000.00	2,000,000.00	0.00	2,000,000.00	0.00	0.0%
Unsecured Roll Taxes		8042	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8043	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8044	0.00	0.00	0.00	0.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			10,773,278.00	10,944,235.00	0.00	10,944,235.00	0.00	0.0%
LCFF Transfers								
Unrestricted LCFF								
Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF								
Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			10,773,278.00	10,944,235.00	0.00	10,944,235.00	0.00	0.0%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title I, Part A, Basic Grants								
Low-Income and Neglected	3010	8290	277,062.00	270,041.00	0.00	270,041.00	0.00	0.0%
NCLB: Title I, Part D, Local Delinquent Program	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title II, Part A, Teacher Quality	4035	8290	80,489.00	80,489.00	0.00	80,489.00	0.00	0.0%

2014-15 Second Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
NCLB: Title III, Immigration Education Program	4201	8290	2,000.00	1,405.00	0.00	1,405.00	0.00	0.0%
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290	17,126.00	41,688.00	0.00	41,509.00	(179.00)	-0.4%
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
	3011-3020, 3026-3205, 4036-4126, 5510	8290	0.00	100,396.00	0.00	100,396.00	0.00	0.0%
Other No Child Left Behind		8290	0.00	100,396.00	0.00	100,396.00	0.00	0.0%
Vocational and Applied Technology Education	3500-3699	8290	9,076.00	11,563.00	0.00	11,563.00	0.00	0.0%
Safe and Drug Free Schools	3700-3799	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	10,000.00	10,000.00	0.00	10,000.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			395,753.00	515,582.00	0.00	515,403.00	(179.00)	0.0%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement								
Current Year	6355-6360	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6355-6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan								
Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	59,208.00	154,208.00	0.00	154,208.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materi		8560	217,776.00	217,776.00	0.00	217,776.00	0.00	0.0%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
School Based Coordination Program	7250	8590	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	250,200.00	250,200.00	0.00	250,200.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Healthy Start	6240	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
School Community Violence Prevention Grant	7391	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Quality Education Investment Act	7400	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Common Core State Standards Implementation	7405	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	164,010.00	97,201.00	0.00	97,201.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			691,194.00	719,385.00	0.00	719,385.00	0.00	0.0%

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General Fund
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Revenues, Expenditures, and Changes in Fund Balance06 61598 0000000
Form 011

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OTHER LOCAL REVENUE								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes								
		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	9,000.00	9,000.00	0.00	9,000.00	0.00	0.0%
Interest		8660	5,000.00	5,000.00	0.00	5,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	248,851.00	241,470.00	0.00	241,470.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	38,500.00	75,833.00	0.00	75,833.00	0.00	0.0%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			301,351.00	331,303.00	0.00	331,303.00	0.00	0.0%
TOTAL, REVENUES			12,161,576.00	12,510,505.00	0.00	12,510,326.00	(179.00)	0.0%

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Form 011

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CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	4,636,670.00	4,728,135.00	0.00	4,728,135.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	240,629.00	242,030.00	0.00	242,030.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	637,625.00	677,268.00	0.00	677,268.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			5,514,924.00	5,647,433.00	0.00	5,647,433.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	378,774.00	350,097.00	0.00	363,918.00	(13,821.00)	-3.9%
Classified Support Salaries		2200	525,680.00	522,796.00	0.00	557,796.00	(35,000.00)	-6.7%
Classified Supervisors' and Administrators' Salaries		2300	289,763.00	289,761.00	0.00	289,761.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	432,409.00	446,075.00	0.00	446,075.00	0.00	0.0%
Other Classified Salaries		2900	124,059.00	123,165.00	0.00	123,165.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			1,750,685.00	1,731,894.00	0.00	1,780,715.00	(48,821.00)	-2.8%
EMPLOYEE BENEFITS								
STRS		3101-3102	531,804.00	503,477.00	0.00	503,477.00	0.00	0.0%
PERS		3201-3202	176,382.00	174,248.00	0.00	174,248.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	217,641.00	216,856.00	0.00	216,856.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	1,179,724.00	1,195,295.00	0.00	1,195,295.00	0.00	0.0%
Unemployment Insurance		3501-3502	3,615.00	3,635.00	0.00	3,635.00	0.00	0.0%
Workers' Compensation		3601-3602	174,378.00	175,318.00	0.00	175,318.00	0.00	0.0%
OPEB, Allocated		3701-3702	100,539.00	100,539.00	0.00	100,539.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			2,384,083.00	2,369,368.00	0.00	2,369,368.00	0.00	0.0%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	5,000.00	5,000.00	0.00	5,000.00	0.00	0.0%
Books and Other Reference Materials		4200	1,000.00	1,000.00	0.00	1,000.00	0.00	0.0%
Materials and Supplies		4300	564,050.00	746,522.00	0.00	756,522.00	(10,000.00)	-1.3%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			570,050.00	752,522.00	0.00	762,522.00	(10,000.00)	-1.3%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	29,402.00	29,402.00	0.00	29,402.00	0.00	0.0%
Dues and Memberships		5300	12,061.00	12,061.00	0.00	12,061.00	0.00	0.0%
Insurance		5400-5450	110,000.00	110,000.00	0.00	124,000.00	(14,000.00)	-12.7%
Operations and Housekeeping Services		5500	410,000.00	410,000.00	0.00	410,000.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	195,436.00	195,436.00	0.00	195,436.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(45,000.00)	(45,000.00)	0.00	(45,000.00)	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	247,885.00	366,760.00	0.00	366,760.00	0.00	0.0%
Communications		5900	20,837.00	20,837.00	0.00	20,837.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			980,621.00	1,099,496.00	0.00	1,113,496.00	(14,000.00)	-1.3%

2014-15 Second Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

06 61598 0000000
Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	731,569.00	715,571.00	0.00	715,571.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	55,045.00	55,045.00	0.00	55,045.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			786,614.00	770,616.00	0.00	770,616.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00		
Transfers of Indirect Costs - Interfund		7350	0.00	(20,000.00)	0.00	(20,000.00)	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	(20,000.00)	0.00	(20,000.00)	0.00	0.0%
TOTAL, EXPENDITURES			11,986,977.00	12,351,329.00	0.00	12,424,150.00	(72,821.00)	-0.6%

2014-15 Second Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	30,000.00	0.00	30,000.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	30,000.00	0.00	30,000.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
State Apportionments								
Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds								
Proceeds from Sale/Lease-Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00		
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00		
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			0.00	(30,000.00)	0.00	(30,000.00)	0.00	0.0%

Colusa Unified
Colusa County

Second Interim
General Fund
Exhibit: Restricted Balance Detail

06 61598 0000000
Form 011

Resource	Description	2014-15 Projected Year Totals
Total, Restricted Balance		0.00

2014-15 Second Interim
Cafeteria Special Revenue Fund
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	550,000.00	550,000.00	0.00	550,000.00	0.00	0.0%
3) Other State Revenue		8300-8599	43,000.00	43,000.00	0.00	43,000.00	0.00	0.0%
4) Other Local Revenue		8600-8799	170,100.00	170,100.00	0.00	170,100.00	0.00	0.0%
5) TOTAL REVENUES			763,100.00	763,100.00	0.00	763,100.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	244,635.00	244,635.00	0.00	244,635.00	0.00	0.0%
3) Employee Benefits		3000-3999	98,499.00	98,499.00	0.00	98,499.00	0.00	0.0%
4) Books and Supplies		4000-4999	341,500.00	351,500.00	0.00	351,500.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	54,000.00	54,000.00	0.00	54,000.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	40,000.00	0.00	40,000.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	20,000.00	0.00	20,000.00	0.00	0.0%
9) TOTAL EXPENDITURES			738,634.00	808,634.00	0.00	808,634.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			24,466.00	(45,534.00)	0.00	(45,534.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	30,000.00	0.00	30,000.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	30,000.00	0.00	30,000.00		

2014-15 Second Interim
Cafeteria Special Revenue Fund
Revenues, Expenditures, and Changes in Fund Balance

06 61598 0000000
Form 131

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			24,466.00	(15,534.00)	0.00	(15,534.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	33,315.55	33,315.55		33,315.55	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			33,315.55	33,315.55		33,315.55		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			33,315.55	33,315.55		33,315.55		
2) Ending Balance, June 30 (E + F1e)			57,781.55	17,781.55		17,781.55		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	57,781.55	17,781.55		17,781.55		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

2014-15 Second Interim
Cafeteria Special Revenue Fund
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
Child Nutrition Programs		8220	550,000.00	550,000.00	0.00	550,000.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			550,000.00	550,000.00	0.00	550,000.00	0.00	0.0%
OTHER STATE REVENUE								
Child Nutrition Programs		8520	43,000.00	43,000.00	0.00	43,000.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			43,000.00	43,000.00	0.00	43,000.00	0.00	0.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	170,000.00	170,000.00	0.00	170,000.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	100.00	100.00	0.00	100.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			170,100.00	170,100.00	0.00	170,100.00	0.00	0.0%
TOTAL REVENUES			763,100.00	763,100.00	0.00	763,100.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.00	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Support Salaries		2200	174,020.00	174,020.00	0.00	174,020.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	58,331.00	58,331.00	0.00	58,331.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	12,284.00	12,284.00	0.00	12,284.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			244,635.00	244,635.00	0.00	244,635.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	28,796.00	28,796.00	0.00	28,796.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	18,714.00	18,714.00	0.00	18,714.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	44,996.00	44,996.00	0.00	44,996.00	0.00	0.0%
Unemployment Insurance		3501-3502	122.00	122.00	0.00	122.00	0.00	0.0%
Workers' Compensation		3601-3602	5,871.00	5,871.00	0.00	5,871.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			98,499.00	98,499.00	0.00	98,499.00	0.00	0.0%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	10,000.00	40,000.00	0.00	40,000.00	0.00	0.0%
Noncapitalized Equipment		4400	1,500.00	1,500.00	0.00	1,500.00	0.00	0.0%
Food		4700	330,000.00	310,000.00	0.00	310,000.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			341,500.00	351,500.00	0.00	351,500.00	0.00	0.0%

2014-15 Second Interim
Cafeteria Special Revenue Fund
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	1,000.00	1,000.00	0.00	1,000.00	0.00	0.0%
Dues and Memberships		5300	1,000.00	1,000.00	0.00	1,000.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	6,000.00	6,000.00	0.00	6,000.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	40,000.00	40,000.00	0.00	40,000.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	6,000.00	6,000.00	0.00	6,000.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			54,000.00	54,000.00	0.00	54,000.00	0.00	0.0%
CAPITAL OUTLAY								
Buildings and Improvements of Buildings		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	40,000.00	0.00	40,000.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	40,000.00	0.00	40,000.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs - Interfund		7350	0.00	20,000.00	0.00	20,000.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	20,000.00	0.00	20,000.00	0.00	0.0%
TOTAL EXPENDITURES			738,634.00	808,634.00	0.00	808,634.00		

2014-15 Second Interim
Cafeteria Special Revenue Fund
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: General Fund		8916	0.00	30,000.00	0.00	30,000.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	30,000.00	0.00	30,000.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	30,000.00	0.00	30,000.00		

Colusa Unified
Colusa County

Second Interim
Cafeteria Special Revenue Fund
Exhibit: Restricted Balance Detail

06 61598 0000000
Form 13I

<u>Resource</u>	<u>Description</u>	<u>2014/15 Projected Year Totals</u>
5310	Child Nutrition: School Programs (e.g., School Lunch, School	17,781.55
Total, Restricted Balance		<u>17,781.55</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	550,000.00	550,000.00	0.00	550,000.00	0.00	0.0%
3) Other State Revenue		8300-8599	43,000.00	43,000.00	0.00	43,000.00	0.00	0.0%
4) Other Local Revenue		8600-8799	170,100.00	170,100.00	0.00	170,100.00	0.00	0.0%
5) TOTAL, REVENUES			763,100.00	763,100.00	0.00	763,100.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	244,635.00	244,635.00	0.00	244,635.00	0.00	0.0%
3) Employee Benefits		3000-3999	98,499.00	98,499.00	0.00	98,499.00	0.00	0.0%
4) Books and Supplies		4000-4999	341,500.00	351,500.00	0.00	351,500.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	54,000.00	54,000.00	0.00	54,000.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	40,000.00	0.00	40,000.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	20,000.00	0.00	20,000.00	0.00	0.0%
9) TOTAL, EXPENDITURES			738,634.00	808,634.00	0.00	808,634.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			24,466.00	(45,534.00)	0.00	(45,534.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	30,000.00	0.00	30,000.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	30,000.00	0.00	30,000.00		

2014-15 Second Interim
Cafeteria Special Revenue Fund
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			24,466.00	(15,534.00)	0.00	(15,534.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	33,315.55	33,315.55		33,315.55	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			33,315.55	33,315.55		33,315.55		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			33,315.55	33,315.55		33,315.55		
2) Ending Balance, June 30 (E + F1e)			57,781.55	17,781.55		17,781.55		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	57,781.55	17,781.55		17,781.55		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

2014-15 Second Interim
Cafeteria Special Revenue Fund
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
Child Nutrition Programs		8220	550,000.00	550,000.00	0.00	550,000.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			550,000.00	550,000.00	0.00	550,000.00	0.00	0.0%
OTHER STATE REVENUE								
Child Nutrition Programs		8520	43,000.00	43,000.00	0.00	43,000.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			43,000.00	43,000.00	0.00	43,000.00	0.00	0.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	170,000.00	170,000.00	0.00	170,000.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	100.00	100.00	0.00	100.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			170,100.00	170,100.00	0.00	170,100.00	0.00	0.0%
TOTAL REVENUES			763,100.00	763,100.00	0.00	763,100.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.00	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Support Salaries		2200	174,020.00	174,020.00	0.00	174,020.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	58,331.00	58,331.00	0.00	58,331.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	12,284.00	12,284.00	0.00	12,284.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			244,635.00	244,635.00	0.00	244,635.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	28,796.00	28,796.00	0.00	28,796.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	18,714.00	18,714.00	0.00	18,714.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	44,996.00	44,996.00	0.00	44,996.00	0.00	0.0%
Unemployment Insurance		3501-3502	122.00	122.00	0.00	122.00	0.00	0.0%
Workers' Compensation		3601-3602	5,871.00	5,871.00	0.00	5,871.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			98,499.00	98,499.00	0.00	98,499.00	0.00	0.0%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	10,000.00	40,000.00	0.00	40,000.00	0.00	0.0%
Noncapitalized Equipment		4400	1,500.00	1,500.00	0.00	1,500.00	0.00	0.0%
Food		4700	330,000.00	310,000.00	0.00	310,000.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			341,500.00	351,500.00	0.00	351,500.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	1,000.00	1,000.00	0.00	1,000.00	0.00	0.0%
Dues and Memberships		5300	1,000.00	1,000.00	0.00	1,000.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	6,000.00	6,000.00	0.00	6,000.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	40,000.00	40,000.00	0.00	40,000.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	6,000.00	6,000.00	0.00	6,000.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			54,000.00	54,000.00	0.00	54,000.00	0.00	0.0%
CAPITAL OUTLAY								
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	40,000.00	0.00	40,000.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	40,000.00	0.00	40,000.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs - Interfund		7350	0.00	20,000.00	0.00	20,000.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	20,000.00	0.00	20,000.00	0.00	0.0%
TOTAL EXPENDITURES			738,634.00	808,634.00	0.00	808,634.00		

2014-15 Second Interim
Cafeteria Special Revenue Fund
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: General Fund		8916	0.00	30,000.00	0.00	30,000.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	30,000.00	0.00	30,000.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	30,000.00	0.00	30,000.00		

Colusa Unified
Colusa County

Second Interim
Cafeteria Special Revenue Fund
Exhibit: Restricted Balance Detail

06 61598 0000000
Form 131

<u>Resource</u>	<u>Description</u>	<u>2014/15 Projected Year Totals</u>
5310	Child Nutrition: School Programs (e.g., School Lunch, School	17,781.55
Total, Restricted Balance		<u>17,781.55</u>

2014-15 Second Interim
Capital Facilities Fund
Revenues, Expenditures, and Changes in Fund Balance

06 61598 0000000
Form 251

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	150,000.00	150,000.00	0.00	150,000.00	0.00	0.0%
5) TOTAL REVENUES			150,000.00	150,000.00	0.00	150,000.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	95,000.00	95,000.00	0.00	95,000.00	0.00	0.0%
6) Capital Outlay		6000-6999	30,000.00	30,000.00	0.00	30,000.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			125,000.00	125,000.00	0.00	125,000.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)								
			25,000.00	25,000.00	0.00	25,000.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			25 000.00	25 000.00	0.00	25 000.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,436,239.11	1,436,239.11		1,436,239.11	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,436,239.11	1,436,239.11		1,436,239.11		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,436,239.11	1,436,239.11		1,436,239.11		
2) Ending Balance, June 30 (E + F1e)			1,461,239.11	1,461,239.11		1,461,239.11		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	1,461,239.11	1,461,239.11		1,461,239.11		
Modernization/Building Projects	0000	9760		1,461,239.11				
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

2014-15 Second Interim
Capital Facilities Fund
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	35,000.00	35,000.00	0.00	35,000.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	5,000.00	5,000.00	0.00	5,000.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	55,000.00	55,000.00	0.00	55,000.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			95,000.00	95,000.00	0.00	95,000.00	0.00	0.0%

2014-15 Second Interim
Capital Facilities Fund
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	30,000.00	30,000.00	0.00	30,000.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			30,000.00	30,000.00	0.00	30,000.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Other Transfers Out								
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL EXPENDITURES			125,000.00	125,000.00	0.00	125,000.00		

2014-15 Second Interim
Capital Facilities Fund
Revenues, Expenditures, and Changes in Fund Balance

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

Colusa Unified
Colusa County

Second Interim
Capital Facilities Fund
Exhibit: Restricted Balance Detail

06 61598 0000000
Form 25I

Resource	Description	2014/15
		Projected Year Totals
Total, Restricted Balance		0.00

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
A. DISTRICT						
1. Total District Regular ADA per EC 42238.05(b) Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	1,395.63	1,405.63	1,405.63	1,405.63	0.00	0%
2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA per EC 42238.05(b) Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
3. Total Basic Aid Open Enrollment Regular ADA per EC 42238.05(b) Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
4. Total, District Regular ADA (Sum of Lines A1 through A3)	1,395.63	1,405.63	1,405.63	1,405.63	0.00	0%
5. District Funded County Program ADA						
a. County Community Schools per EC 1981(a)(b)&(d)	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools, Technical, Agricultural, and Natural Resource Conservation Schools	0.00	0.00	0.00	0.00	0.00	0%
f. Total, District Funded County Program ADA (Sum of Lines A5a through A5e)	0.00	0.00	0.00	0.00	0.00	0%
6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5f)	1,395.63	1,405.63	1,405.63	1,405.63	0.00	0%
7. Adults in Correctional Facilities	0.00	0.00	0.00	0.00	0.00	0%
8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
B. COUNTY OFFICE OF EDUCATION						
1. County Program ADA						
a. County School Tuition Fund	0.00	0.00	0.00	0.00	0.00	0%
b. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0%
c. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0%
d. Probation Referred, on Probation or Parole, or Mandatory Expelled per EC 2574(c)(4)(A)	0.00	0.00	0.00	0.00	0.00	0%
e. Total, County Program ADA (Sum of Lines B1a through B1d)	0.00	0.00	0.00	0.00	0.00	0%
2. District Funded County Program ADA						
a. County Community Schools per EC 1981(a)(b)&(d)	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools, Technical, Agricultural, and Natural Resource Conservation Schools	0.00	0.00	0.00	0.00	0.00	0%
f. Total, District Funded County Program ADA (Sum of Lines B2a through B2e)	0.00	0.00	0.00	0.00	0.00	0%
3. TOTAL COUNTY OFFICE ADA (Sum of Lines B1e and B2f)	0.00	0.00	0.00	0.00	0.00	0%
4. Adults in Correctional Facilities	0.00	0.00	0.00	0.00	0.00	0%
5. County Operations Grant ADA	0.00	0.00	0.00	0.00	0.00	0%
6. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
C. CHARTER SCHOOL ADA						
Authorizing LEAs reporting charter school SACS financial data in their Fund 01, 09, or 62 report ADA for those charter schools in this section. Charter schools reporting SACS financial data separately from their authorizing LEAs report their ADA in this section.						
1. Total Charter School Regular ADA per EC 42238.05(b)	0.00	0.00	0.00	0.00	0.00	0%
2. Charter School County Program ADA						
a. County School Tuition Fund	0.00	0.00	0.00	0.00	0.00	0%
b. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0%
c. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0%
d. Probation Referred, on Probation or Parole, or Mandatory Expelled per EC 2574(c)(4)(A)	0.00	0.00	0.00	0.00	0.00	0%
e. Total, Charter School County Program ADA (Sum of Lines C2a through C2d)	0.00	0.00	0.00	0.00	0.00	0%
3. Charter School Funded County Program ADA						
a. County Community Schools per EC 1981(a)(b)&(d)	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools, Technical, Agricultural, and Natural Resource Conservation Schools	0.00	0.00	0.00	0.00	0.00	0%
f. Total, Charter School Funded County Program ADA (Sum of Lines C3a through C3e)	0.00	0.00	0.00	0.00	0.00	0%
4. TOTAL CHARTER SCHOOL ADA (Sum of Lines C1, C2e, and C3f)	0.00	0.00	0.00	0.00	0.00	0%

Second Interim
2014-15 INTERIM REPORT
Cashflow Worksheet - Budget Year (1)

	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ACTUALS THROUGH THE MONTH OF (Enter Month Name)										
A. BEGINNING CASH	December		804,963.00	1,780,165.00	1,921,075.00	2,461,242.00	2,376,612.00	1,769,666.00	2,566,343.00	2,113,772.00
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019		947,835.00	947,835.00	1,378,913.00	947,835.00		431,078.00	400,000.00	400,000.00
Property Taxes	8020-8079		(105.00)	0.00	232,456.00	5,801.00	10,134.00	1,250,863.00		
Miscellaneous Funds	8080-8099		6,420.00					21,308.00		
Federal Revenue	8100-8299				70,946.00	30,918.00	12,930.00	114,730.00	24,314.00	
Other State Revenue	8300-8599		1,975.00	163,923.00	9,223.00	6,039.00	133,825.00	35,640.00	67,907.00	175,000.00
Other Local Revenue	8600-8799		101.00	551.00	13,898.00	8,359.00	37,841.00	4,652.00	23,869.00	100,000.00
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
TOTAL RECEIPTS			956,226.00	1,112,309.00	1,705,436.00	998,952.00	194,730.00	1,858,271.00	516,090.00	675,000.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		76,894.00	548,134.00	532,421.00	534,115.00	533,877.00	552,946.00	527,543.00	535,000.00
Classified Salaries	2000-2999		81,597.00	145,980.00	137,988.00	146,223.00	171,101.00	151,172.00	145,937.00	160,000.00
Employee Benefits	3000-3999		83,365.00	202,769.00	198,500.00	199,142.00	202,292.00	201,983.00	198,539.00	200,000.00
Books and Supplies	4000-4999		102,012.00	89,081.00	81,238.00	58,608.00	88,761.00	35,876.00	45,410.00	50,000.00
Services	5000-5999		207,296.00	88,391.00	53,463.00	100,219.00	57,268.00	74,904.00	107,744.00	80,000.00
Capital Outlay	6000-6599			12,304.00						
Other Outgo	7000-7499				27,523.00				0.00	400,000.00
Interfund Transfers Out	7600-7629									
All Other Financing Uses	7630-7699									
TOTAL DISBURSEMENTS			551,164.00	1,086,659.00	1,031,133.00	1,038,307.00	1,053,299.00	1,016,881.00	1,025,173.00	1,425,000.00
D. BALANCE SHEET ITEMS										
<u>Assets and Deferred Outflows</u>										
Cash Not In Treasury	9111-9199									
Accounts Receivable	9200-9299		866,492.00	66,779.00	48,388.00	(4,004.00)	79,059.00	(10,000.00)		
Due From Other Funds	9310									
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									
Deferred Outflows of Resources	9490									
SUBTOTAL		0.00	866,492.00	66,779.00	48,388.00	(4,004.00)	79,059.00	(10,000.00)	0.00	0.00
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable	9500-9599									
Due To Other Funds	9610		296,352.00	(48,481.00)	182,524.00	35,232.00	(172,564.00)	34,713.00	(56,512.00)	
Current Loans	9640									
Unearned Revenues	9650					6,039.00				
Deferred Inflows of Resources	9690									
SUBTOTAL		0.00	296,352.00	(48,481.00)	182,524.00	41,271.00	(172,564.00)	34,713.00	(56,512.00)	0.00
<u>Nonoperating</u>										
Suspense Clearing	9910									
TOTAL BALANCE SHEET ITEMS		0.00	570,140.00	115,260.00	(134,136.00)	(45,275.00)	251,623.00	(44,713.00)	56,512.00	0.00
E. NET INCREASE/DECREASE (B - C + D)			975,202.00	140,910.00	540,167.00	(84,630.00)	(606,946.00)	796,677.00	(452,571.00)	(750,000.00)
F. ENDING CASH (A + E)			1,780,165.00	1,921,075.00	2,461,242.00	2,376,612.00	1,769,666.00	2,566,343.00	2,113,772.00	1,363,772.00
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

Second Interim
2014-15 INTERIM REPORT
Cashflow Worksheet - Budget Year (1)

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ACTUALS THROUGH THE MONTH OF (Enter Month Name):	December								
A. BEGINNING CASH		1,363,772.00	1,248,772.00	1,084,623.00	979,623.00				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019	800,000.00	300,000.00	800,000.00	800,000.00	790,739.00		8,944,235.00	8,944,235.00
Property Taxes	8020-8079		500,851.00				(236,239.00)	1,763,761.00	2,000,000.00
Miscellaneous Funds	8080-8099						(27,728.00)	0.00	0.00
Federal Revenue	8100-8299	100,000.00		100,000.00	61,565.00			515,403.00	515,403.00
Other State Revenue	8300-8599				125,853.00			719,385.00	719,385.00
Other Local Revenue	8600-8799		100,000.00		42,032.00			331,303.00	331,303.00
Interfund Transfers In	8910-8929							0.00	0.00
All Other Financing Sources	8930-8979							0.00	0.00
TOTAL RECEIPTS		900,000.00	900,851.00	900,000.00	1,029,450.00	790,739.00	(263,967.00)	12,274,087.00	12,510,326.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	535,000.00	535,000.00	535,000.00	200,000.00	1,503.00		5,647,433.00	5,647,433.00
Classified Salaries	2000-2999	150,000.00	150,000.00	165,000.00	160,000.00	15,717.00		1,780,715.00	1,780,715.00
Employee Benefits	3000-3999	200,000.00	250,000.00	175,000.00	175,000.00	82,778.00		2,369,368.00	2,369,368.00
Books and Supplies	4000-4999	50,000.00	50,000.00	50,000.00	50,000.00	11,536.00		762,522.00	762,522.00
Services	5000-5999	80,000.00	80,000.00	80,000.00	80,000.00	24,211.00		1,113,496.00	1,113,496.00
Capital Outlay	6000-6599						(12,304.00)	0.00	0.00
Other Outgo	7000-7499					323,093.00		750,616.00	750,616.00
Interfund Transfers Out	7600-7629					30,000.00		30,000.00	30,000.00
All Other Financing Uses	7630-7699							0.00	0.00
TOTAL DISBURSEMENTS		1,015,000.00	1,065,000.00	1,005,000.00	665,000.00	488,838.00	(12,304.00)	12,454,150.00	12,454,150.00
D. BALANCE SHEET ITEMS									
Assets and Deferred Outflows									
Cash Not In Treasury	9111-9199							0.00	
Accounts Receivable	9200-9299							1,046,714.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340							0.00	
Deferred Outflows of Resources	9490							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	1,046,714.00	
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599							0.00	
Due To Other Funds	9610							271,264.00	
Current Loans	9640							0.00	
Unearned Revenues	9650							6,039.00	
Deferred Inflows of Resources	9690							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	277,303.00	
Nonoperating									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	769,411.00	
E. NET INCREASE/DECREASE (B - C + D)		(115,000.00)	(164,149.00)	(105,000.00)	364,450.00	301,901.00	(251,663.00)	589,348.00	56,176.00
F. ENDING CASH (A + E)		1,248,772.00	1,084,623.00	979,623.00	1,344,073.00				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								1,394,311.00	

Second Interim
2014-15 INTERIM REPORT
Cashflow Worksheet - Budget Year (2)

	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ACTUALS THROUGH THE MONTH OF (Enter Month Name):										
December										
A. BEGINNING CASH			1,344,073.00	2,158,812.00	2,083,812.00	2,528,812.00	2,473,812.00	1,518,812.00	2,063,812.00	1,508,812.00
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019		1,000,000.00	1,000,000.00	1,500,000.00	1,000,000.00		500,000.00	500,000.00	500,000.00
Property Taxes	8020-8079							1,000,000.00		
Miscellaneous Funds	8080-8099									
Federal Revenue	8100-8299						100,000.00			100,000.00
Other State Revenue	8300-8599							100,000.00		100,000.00
Other Local Revenue	8600-8799									100,000.00
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
TOTAL RECEIPTS			1,000,000.00	1,000,000.00	1,500,000.00	1,000,000.00	100,000.00	1,600,000.00	500,000.00	800,000.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		80,000.00	575,000.00	575,000.00	575,000.00	575,000.00	575,000.00	575,000.00	575,000.00
Classified Salaries	2000-2999		80,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00
Employee Benefits	3000-3999		80,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00
Books and Supplies	4000-4999		50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
Services	5000-5999		200,000.00	100,000.00	80,000.00	80,000.00	80,000.00	80,000.00	80,000.00	50,000.00
Capital Outlay	6000-6599									
Other Outgo	7000-7499									400,000.00
Interfund Transfers Out	7600-7629									
All Other Financing Uses	7630-7699									
TOTAL DISBURSEMENTS			490,000.00	1,075,000.00	1,055,000.00	1,055,000.00	1,055,000.00	1,055,000.00	1,055,000.00	1,425,000.00
D. BALANCE SHEET ITEMS										
<u>Assets and Deferred Outflows</u>										
Cash Not in Treasury	9111-9199									
Accounts Receivable	9200-9299		790,739.00							
Due From Other Funds	9310									
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									
Deferred Outflows of Resources	9490									
SUBTOTAL			0.00	790,739.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable	9500-9599		486,000.00							
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650									
Deferred Inflows of Resources	9690									
SUBTOTAL			0.00	486,000.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Nonoperating</u>										
Suspense Clearing	9910									
TOTAL BALANCE SHEET ITEMS			0.00	304,739.00	0.00	0.00	0.00	0.00	0.00	0.00
E. NET INCREASE/DECREASE (B - C + D)			814,739.00	(75,000.00)	445,000.00	(55,000.00)	(955,000.00)	545,000.00	(555,000.00)	(625,000.00)
F. ENDING CASH (A + E)			2,158,812.00	2,083,812.00	2,528,812.00	2,473,812.00	1,518,812.00	2,063,812.00	1,508,812.00	883,812.00
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

Second Interim
2014-15 INTERIM REPORT
Cashflow Worksheet - Budget Year (2)

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ACTUALS THROUGH THE MONTH OF (Enter Month Name):									
	December								
A. BEGINNING CASH		883,812.00	1,033,812.00	1,683,812.00	1,958,812.00				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019	1,000,000.00	500,000.00	1,000,000.00	750,000.00	276,166.00		9,526,166.00	9,526,166.00
Property Taxes	8020-8079		1,000,000.00					2,000,000.00	2,000,000.00
Miscellaneous Funds	8080-8099							0.00	
Federal Revenue	8100-8299				195,753.00			395,753.00	395,753.00
Other State Revenue	8300-8599	100,000.00	100,000.00	100,000.00		124,385.00		624,385.00	624,385.00
Other Local Revenue	8600-8799			100,000.00		21,351.00		221,351.00	221,351.00
Interfund Transfers In	8910-8929							0.00	
All Other Financing Sources	8930-8979							0.00	
TOTAL RECEIPTS		1,100,000.00	1,600,000.00	1,200,000.00	945,753.00	421,902.00	0.00	12,767,655.00	12,767,655.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	500,000.00	500,000.00	500,000.00	31,132.00			5,636,132.00	5,636,132.00
Classified Salaries	2000-2999	150,000.00	150,000.00	150,000.00	159,852.00			1,739,852.00	1,739,852.00
Employee Benefits	3000-3999	200,000.00	200,000.00	200,000.00	200,000.00	202,629.00		2,482,629.00	2,482,629.00
Books and Supplies	4000-4999	50,000.00	50,000.00	25,000.00	20,000.00	25,050.00		570,050.00	570,050.00
Services	5000-5999	50,000.00	50,000.00	50,000.00	50,000.00	36,062.00		986,062.00	986,062.00
Capital Outlay	6000-6599							0.00	0.00
Other Outgo	7000-7499					385,045.00		785,045.00	785,045.00
Interfund Transfers Out	7600-7629							0.00	
All Other Financing Uses	7630-7699							0.00	
TOTAL DISBURSEMENTS		950,000.00	950,000.00	925,000.00	460,984.00	648,786.00	0.00	12,199,770.00	12,199,770.00
D. BALANCE SHEET ITEMS									
Assets and Deferred Outflows									
Cash Not In Treasury	9111-9199							0.00	
Accounts Receivable	9200-9299							790,739.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340							0.00	
Deferred Outflows of Resources	9490							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	790,739.00	
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599							486,000.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Unearned Revenues	9650							0.00	
Deferred Inflows of Resources	9690							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	486,000.00	
Nonoperating									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	304,739.00	
E. NET INCREASE/DECREASE (B - C + D)		150,000.00	650,000.00	275,000.00	484,769.00	(226,884.00)	0.00	872,624.00	567,885.00
F. ENDING CASH (A + E)		1,033,812.00	1,683,812.00	1,958,812.00	2,443,581.00				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								2,216,697.00	

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) 289,247.00
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.

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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) 9,407,730.00

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) 3.07%

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. _____

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)	381,822.00
2. Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	177,054.00
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)	25,248.00
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)	39,748.67
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)	0.00
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)	623,872.67
9. Carry-Forward Adjustment (Part IV, Line F)	55,219.20
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	679,091.87

B. Base Costs

1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	7,492,881.00
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	1,001,059.00
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 5100)	717,845.00
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	189,980.00
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	2,200.00
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)	277,864.00
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)	112,836.00
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)	1,254,996.33
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)	0.00
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)	748,634.00
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)	11,798,295.33

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)

5.29%

D. Preliminary Proposed Indirect Cost Rate

(For final approved fixed-with-carry-forward rate for use in 2015-16 see www.cde.ca.gov/fg/ac/ic/)
(Line A10 divided by Line B18)

5.76%

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)	<u>623,872.67</u>
B. Carry-forward adjustment from prior year(s)	
1. Carry-forward adjustment from the second prior year	<u>15,362.15</u>
2. Carry-forward adjustment amount deferred from prior year(s), if any	<u>0.00</u>
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 (4.95%) times Part III, Line B18); zero if negative	<u>55,219.20</u>
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (4.95%) times Part III, Line B18) or (the highest rate used to recover costs from any program (4.83%) times Part III, Line B18); zero if positive	<u>0.00</u>
D. Preliminary carry-forward adjustment (Line C1 or C2)	<u>55,219.20</u>
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:	<u>not applicable</u>
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:	<u>not applicable</u>
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:	<u>not applicable</u>
LEA request for Option 1, Option 2, or Option 3	<u>1</u>
F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)	<u>55,219.20</u>

Colusa Unified
Colusa County

Second Interim
2014-15 Projected Year Totals
Exhibit A: Indirect Cost Rates Charged to Programs

06 61598 0000000
Form ICR

Approved indirect cost rate: 4.95%
Highest rate used in any program: 4.83%

<u>Fund</u>	<u>Resource</u>	<u>Eligible Expenditures (Objects 1000-5999 except Object 5100)</u>	<u>Indirect Costs Charged (Objects 7310 and 7350)</u>	<u>Rate Used</u>
01	3010	431,183.00	13,777.00	3.20%
01	3550	11,089.00	474.00	4.27%
01	4035	78,264.00	2,225.00	2.84%
01	4203	59,114.00	802.00	1.36%
01	6010	239,495.00	10,705.00	4.47%
01	7220	72,640.00	3,509.00	4.83%
13	5310	748,634.00	20,000.00	2.67%

Multi-Year Projection Summary - February 10, 2015

	13/14 ACTUALS	14/15 BUDGET	15/16 BUDGET	16/17 BUDGET	17/18 BUDGET
TOTAL REVENUES	11,791,322	12,510,326	13,420,217	13,475,573	13,780,972
TOTAL EXPENSES & TRANSFERS OUT	11,778,667	12,454,150	12,729,594	12,835,330	12,961,672
TOTAL REVENUES LESS EXPENDITURES	12,655	56,176	690,623	640,243	819,300
GENERAL FUND BEGINNING BALANCE	1,335,339	1,347,994	1,404,170	2,094,793	2,735,036
LESS AMOUNT ABOVE REVENUES LESS EXP	12,655	56,176	690,623	640,243	819,300
<i>Less Restricted Fund Balance Prop 39/Common Core</i>	<i>-227,281</i>				
<i>Less Restricted Fund Balance Bus/Vehicle Replacement</i>		<i>-25,000</i>	<i>-50,000</i>	<i>-75,000</i>	<i>-75,000</i>
<i>Less Special Reserve for Textbook Replacement</i>		<i>-75,000</i>	<i>-150,000</i>	<i>-225,000</i>	<i>-225,000</i>
UNDISTRIBUTED GENERAL FUND RESERVE	1,120,713	1,304,170	1,894,793	2,435,036	3,254,336
% UNDISTRIBUTED RESERVE	9.51%	10.47%	14.88%	18.97%	25.11%
3% UNDISTRIBUTED RESERVE IS	353,360	373,625	381,888	385,060	388,850
AMOUNT ABOVE (-BELOW) 3%	767,353	930,546	1,512,905	2,049,976	2,865,486
5% UNDISTRIBUTED RESERVE IS	588,933	622,708	636,480	641,766	648,084
AMOUNT ABOVE (-BELOW) 5%	531,780	681,463	1,258,313	1,793,269	2,606,252

RECOMMENDED RESERVE 3% Plus one Year LCFF Growth					
LCFF Growth Amount over Prior Year	\$ 483,946	\$ 1,132,411	\$ 966,876	\$ 345,414	\$ 342,582
Plus 3% Reserve	\$ 353,360	\$ 373,625	\$ 381,888	\$ 385,060	\$ 388,850
Total Recommended Reserve	\$ 837,306	\$ 1,506,036	\$ 1,348,763	\$ 730,474	\$ 731,433
AMOUNT ABOVE (-BELOW) RECOMMENDED RESERVE	\$ 283,407	\$ (201,866)	\$ 546,029	\$ 1,704,562	\$ 2,522,903

LCFF FUNDING ESTIMATE:

TOTAL ADA	1395.63	1405.63	1415.63	1415.63	1415.63
multiply x SSC Calculated recommended amount per ADA	\$ 7,034	\$ 7,786	\$ 8,414	\$ 8,658	\$ 8,900
Total LCFF Funding Budgeted	\$ 9,817,350	\$ 10,944,235	\$ 11,911,111	\$ 12,256,525	\$ 12,599,107
% Increase over Prior Year	4.60%	11.48%	8.83%	2.90%	2.80%
CUSD P-2 ADA	1387.81	1397.81	1410.09	1410.09	1410.09
Adult Transition Class Reported by CCOE	5.54	5.54	5.54	5.54	5.54
Community School ADA Reported by CCOE	2.28	2.28	0	0	0
TOTAL ADA CUSD LCFF	1395.63	1405.63	1415.63	1415.63	1415.63
			-74K ROP	-130K ROP	-167K ROP

NOTE:13-14 Deficit Sending \$214,393 does not reflect above due to accounting for Common Core and Prop 39 funds

ASSUMPTIONS	ASSUMPTIONS	ASSUMPTIONS
Add 10 ADA	Same ADA	Same ADA
1 Teacher BPS	No New Staff	No New Staff
1.5 Teacher EMS		
.5 Admin		
1 Utility Worker		
1 Bilingual Para CHS		
\$250K One Time		
Loss of \$74K ROP	Loss of \$130K ROP	Loss of \$167K ROP
+80K SELPA	+80K SELPA Continues	+80K SELPA Continues

Colusa Unified School District - February 10, 2015

	8.25% STRS 11.1% PERS	8.88% STRS 11.7% PERS	10.73% STRS 12.6% PERS	12.58% STRS 15% PERS	14.43% STRS 16.6% PERS
INCOME	13/14 ACTUALS	14/15 BUDGET	15/16 BUDGET	16/17 BUDGET	17/18 BUDGET
8011-8089 TOTAL LCFF	9,817,350	10,944,235	11,911,111	12,256,525	12,599,107
8019 PRIOR YEAR ADJUSTMENTS	-5,526				
TOTAL REVENUE LIMIT SOURCES	9,811,824	10,944,235	11,911,111	12,256,525	12,599,107
TOTAL FEDERAL REVENUE	513,251	515,403	438,559	438,559	438,559
STATE REVENUES					
8550 MANDATED COSTS	49,128	154,208	50,000	50,000	50,000
8560 LOTTERY	234,017	217,776	217,776	217,776	217,776
8590 OTHER STATE	<u>739,852</u>	<u>347,401</u>	<u>586,362</u>	<u>341,362</u>	<u>341,362</u>
TOTAL STATE REVENUE	1,022,997	719,385	854,138	609,138	609,138
OTHER LOCAL REVENUES					
8650 LEASES AND RENTALS	12,108	9,000	9,000	9,000	9,000
8660 INTEREST	7,906	5,000	5,000	5,000	5,000
8677 INTERAGENCY REVENUES	244,730	241,470	128,909	88,851	51,668
8699 OTHER LOCAL INCOME	<u>178,506</u>	<u>75,833</u>	<u>73,500</u>	<u>68,500</u>	<u>68,500</u>
TOTAL LOCAL REVENUES	443,250	331,303	216,409	171,351	134,168
TOTAL REVENUES	11,791,322	12,510,326	13,420,217	13,475,573	13,780,972
EXPENDITURES					
1100 TEACHER'S SALARIES	4,627,859	4,728,135	4,798,342	4,903,625	4,927,661
1200 PUPIL SUPPORT SALARIES	294,042	242,030	248,656	256,000	258,560
1300 SUPERVISOR/ADMIN. SALARIES	564,779	677,268	612,941	615,000	613,000
1900 OTHER CERTIFICATED SALARIES	0	0	0	0	0
TOTAL CERTIFICATED	5,486,680	5,647,433	5,659,939	5,774,625	5,799,221
2100 INSTRUCTIONAL AIDES	324,984	363,918	417,307	425,000	431,301
2200 CLASSIFIED SUPPORT	508,314	557,796	567,288	580,000	582,000
2300 CLASSIFIED ADMINISTRATORS	266,938	289,761	288,836	292,000	295,590
2400 CLERICAL AND OFFICE	448,589	446,075	466,458	475,000	475,000
2900 OTHER CLASSIFIED SALARIES	<u>106,358</u>	<u>123,165</u>	<u>123,895</u>	<u>127,000</u>	<u>127,000</u>
TOTAL CLASSIFIED	1,655,183	1,780,715	1,863,784	1,899,000	1,910,891
3100 STRS	447,106	503,477	616,209	726,448	836,828
3200 PERS	155,558	174,248	203,119	254,000	298,099
3300 SOCIAL SECURITY	189,285	216,856	228,398	230,000	206,354
3400 HEALTH	1,168,885	1,195,295	1,223,981	1,223,981	1,223,981
3500 UNEMPLOYMENT INSURANCE	4,425	3,635	3,750	5,000	5,000
3600 WORKER'S COMPENSATION	157,340	175,318	180,572	185,000	190,000
3900 OTHER BENEFITS	<u>142,214</u>	<u>100,539</u>	<u>97,815</u>	<u>93,155</u>	<u>35,062</u>
TOTAL BENEFITS	2,264,813	2,369,368	2,553,844	2,717,584	2,795,324
	9,406,676	9,797,516	10,077,567	10,391,209	10,505,436
4100 TEXTBOOKS	20,379	50,000	300,000	40,000	40,000
4300 INSTRUCTIONAL SUPPLIES	<u>639,353</u>	<u>712,522</u>	<u>507,361</u>	<u>503,000</u>	<u>503,000</u>
TOTAL BOOKS AND SUPPLIES	659,732	762,522	807,361	543,000	543,000
5200 TRAVEL AND CONFERENCE	38,020	29,402	29,402	29,402	29,402
5300 DUES AND MEMBERSHIPS	10,626	12,061	12,061	12,061	12,061
5400 INSURANCE	114,095	124,000	124,000	124,000	124,000
5500 UTILITIES	432,480	410,000	420,000	430,000	430,000
5600 CONTRACTS, RENTS, LEASES	200,231	195,436	195,436	231,891	231,891
5750 DIRECT COSTS FOR CAFETERIA FD	-44,838	-45,000	-45,000	-45,000	-45,000
5800 OTHER SERV. & OPERATING EXP.	231,065	366,760	247,885	247,885	250,000
5900 COMMUNICATIONS	<u>18,399</u>	<u>20,837</u>	<u>20,837</u>	<u>20,837</u>	<u>20,837</u>
TOTAL CONTRACTS/OTHER EXPENSE	1,000,078	1,113,496	1,004,621	1,051,076	1,053,191
6500 EQUIPMENT REPLACEMENT	<u>34,666</u>				
TOTAL CAPITAL OUTLAY	34,666	0	0	0	0
7142 COMMUNITY SCHOOL/SELPA	642,668	715,571	805,000	815,000	825,000
7350/7613 Interfund (to/from Cafeteria)	-20,198	10,000	-20,000	-20,000	-20,000
7649 OTHER LOAN PAYMENTS	<u>55,045</u>	<u>55,045</u>	<u>55,045</u>	<u>55,045</u>	<u>55,045</u>
TOTAL 7000 OTHER OUTGO	677,515	780,616	840,045	850,045	860,045
TOTAL EXPENDITURES & TRANSFERS OUT	11,778,667	12,454,150	12,729,594	12,835,330	12,961,672

Colusa Unified School District - February 10, 2015

	2014-15 Budget			2015-16 Budget			2016-17 Budget		
INCOME	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
8011-8089 TOTAL LCFF	10,944,235	0	10,944,235	11,911,111	0	11,911,111	12,256,525	0	12,256,525
8019 PRIOR YEAR ADJUSTMENTS	0	0	0	0	0	0	0	0	0
TOTAL REVENUE LIMIT SOURCES	10,944,235	0	10,944,235	11,911,111	0	11,911,111	12,256,525	0	12,256,525
TOTAL FEDERAL REVENUE	10,000	505,403	515,403	10,000	428,559	438,559	10,000	428,559	438,559
STATE REVENUES									
8550 MANDATED COSTS	154,208	0	154,208	50,000	0	50,000	50,000	0	50,000
8560 LOTTERY	175,896	41,880	217,776	175,896	41,880	217,776	175,896	41,880	217,776
8590 OTHER STATE	5,000	342,401	347,401	250,000	336,362	586,362	5,000	336,362	341,362
TOTAL STATE REVENUE	335,104	384,281	719,385	475,896	378,242	854,138	230,896	378,242	609,138
OTHER LOCAL REVENUES									
8650 LEASES AND RENTALS	9,000	0	9,000	9,000	0	9,000	9,000	0	9,000
8660 INTEREST	5,000	0	5,000	5,000	0	5,000	5,000	0	5,000
8677 INTERAGENCY REVENUES	0	206,470	206,470	0	128,909	128,909	0	88,851	88,851
8699 OTHER LOCAL INCOME	77,279	33,554	110,833	43,500	30,000	73,500	38,500	30,000	68,500
8980 Contributions	-1,293,713	1,293,713	0	-1,516,889	1,516,889	0	-1,445,309	1,445,309	0
TOTAL LOCAL REVENUES	-1,202,434	1,533,737	331,303	-1,459,389	1,675,798	216,409	-1,392,809	1,564,160	171,351
TOTAL REVENUES	10,086,905	2,423,421	12,510,326	10,937,618	2,482,599	13,420,217	11,104,612	2,370,961	13,475,573
EXPENDITURES									
1100 TEACHER'S SALARIES	4,328,888	399,247	4,728,135	4,476,346	321,996	4,798,342	4,553,625	350,000	4,903,625
1200 PUPIL SUPPORT SALARIES	150,736	91,294	242,030	152,749	95,907	248,656	156,000	100,000	256,000
1300 SUPERVISOR/ADMIN. SALARIES	677,268	0	677,268	612,941	0	612,941	615,000	0	615,000
1900 OTHER CERTIFICATED SALARIES	0	0	0	0	0	0	0	0	0
TOTAL CERTIFICATED	5,156,892	490,541	5,647,433	5,242,036	417,903	5,659,939	5,324,625	450,000	5,774,625
2100 INSTRUCTIONAL AIDES	221,351	142,567	363,918	237,954	179,353	417,307	245,000	180,000	425,000
2200 CLASSIFIED SUPPORT	442,491	115,305	557,796	450,361	116,927	567,288	460,000	120,000	580,000
2300 CLASSIFIED ADMINISTRATORS	202,146	87,615	289,761	205,500	83,336	288,836	207,000	85,000	292,000
2400 CLERICAL AND OFFICE	409,223	36,852	446,075	417,322	49,136	466,458	425,000	50,000	475,000
2900 OTHER CLASSIFIED SALARIES	43,206	79,959	123,165	43,936	79,959	123,895	45,000	82,000	127,000
TOTAL CLASSIFIED	1,318,417	462,298	1,780,715	1,355,073	508,711	1,863,784	1,382,000	517,000	1,899,000
3100 STRS	458,277	45,200	503,477	562,793	53,416	616,209	669,838	56,610	726,448
3200 PERS	129,222	45,026	174,248	149,097	54,022	203,119	199,000	55,000	254,000
3300 SOCIAL SECURITY	180,395	36,461	216,856	188,373	40,025	228,398	190,000	40,000	230,000
3400 HEALTH	1,078,830	116,465	1,195,295	1,112,953	111,028	1,223,981	1,112,953	111,028	1,223,981
3500 UNEMPLOYMENT INSURANCE	3,197	438	3,635	3,288	462	3,750	4,738	262	5,000
3600 WORKER'S COMPENSATION	154,234	21,084	175,318	158,334	22,238	180,572	160,000	25,000	185,000
3900 OTHER BENEFITS	100,539	0	100,539	97,815	0	97,815	93,155	0	93,155
TOTAL BENEFITS	2,104,694	264,674	2,369,368	2,272,653	281,191	2,553,844	2,429,684	287,900	2,717,584
4100 TEXTBOOKS	40,000	0	40,000	290,000	0	290,000	40,000	0	40,000
4300 INSTRUCTIONAL SUPPLIES	418,174	304,348	722,522	341,962	175,399	517,361	500,000	3,000	503,000
4400 NON CAPITALIZED EQUIPMENT	0	0	0	0	0	0	0	0	0
TOTAL BOOKS AND SUPPLIES	458,174	304,348	762,522	631,962	175,399	807,361	540,000	3,000	543,000
5200 TRAVEL AND CONFERENCE	17,821	11,581	29,402	17,821	11,581	29,402	17,821	11,581	29,402
5300 DUES AND MEMBERSHIPS	11,500	561	12,061	11,500	561	12,061	11,500	561	12,061
5400 INSURANCE	124,000	0	124,000	124,000	0	124,000	124,000	0	124,000
5500 UTILITIES	410,000	0	410,000	420,000	0	420,000	430,000	0	430,000
5600 CONTRACTS, RENTS, LEASES	149,081	46,355	195,436	149,081	46,355	195,436	185,536	46,355	231,891
5710 INTER PROGRAM CHARGES	-146,334	146,334	0	-146,334	146,334	0	-150,000	150,000	0
5750 DIRECT COSTS FOR CAFETERIA FD	-45,000	0	-45,000	-45,000	0	-45,000	-45,000	0	-45,000
5800 OTHER SERV. & OPERATING EXP.	160,650	206,110	366,760	160,650	87,235	247,885	160,650	87,235	247,885
5900 COMMUNICATIONS	20,000	837	20,837	20,000	837	20,837	20,000	837	20,837
TOTAL CONTRACTS/OTHER EXPENSE	701,718	411,778	1,113,496	711,718	292,903	1,004,621	754,507	296,569	1,051,076
6500 EQUIPMENT REPLACEMENT	0	0	0	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0	0	0	0
7142 COMMUNITY SCHOOL/SELPA	30,000	685,571	715,571	30,000	775,000	805,000	30,000	785,000	815,000
7310 INDIRECT COSTS	-31,492	31,492	0	-31,492	31,492	0	-31,492	31,492	0
7350 Interfund Indirect Costs (from Cafeteria)	10,000	0	10,000	-20,000	0	-20,000	-20,000	0	-20,000
7649 OTHER LOAN PAYMENTS	55,045	0	55,045	55,045	0	55,045	55,045	0	55,045
TOTAL 7000 OTHER OUTGO	63,553	717,063	780,616	33,553	806,492	840,045	33,553	816,492	850,045
TOTAL EXPENDITURES & TRANSFERS OUT	9,803,448	2,650,702	12,454,150	10,246,995	2,482,599	12,729,594	10,464,369	2,370,961	12,835,330
2014-15 BUDGET			2015-16 BUDGET			2016-17 BUDGET			
TOTAL REVENUES	10,086,905	2,423,421	12,510,326	10,937,618	2,482,599	13,420,217	11,104,612	2,370,961	13,475,573
TOTAL EXPENSES & TRANSFERS OUT	9,803,448	2,650,702	12,454,150	10,246,995	2,482,599	12,729,594	10,464,369	2,370,961	12,835,330
TOTAL REVENUES LESS EXPENDITURES	283,457	-227,281	56,176	690,623	0	690,623	640,243	0	640,243
GENERAL FUND BEGINNING BALANCE	1,120,713	227,281	1,347,994	1,404,170	0	1,404,170	2,094,793	0	2,094,793
LESS AMOUNT ABOVE REVENUES LESS EXP	283,457	-227,281	56,176	690,623	0	690,623	640,243	0	640,243
Less Restricted Fund Balance Bus/Vehicle Replacement	-25,000		-25,000	-50,000		-50,000	-75,000		-75,000
Less Special Reserve for Textbook Replacement	-75,000		-75,000	-150,000		-150,000	-225,000		-225,000
UNDISTRIBUTED GENERAL FUND RESERVE	1,304,170	0	1,304,170	1,894,793	0	1,894,793	2,435,036	0	2,435,036

Section I - Expenditures	Funds 01, 09, and 62			2014-15 Expenditures
	Goals	Functions	Objects	
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	12,454,150.00
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	672,869.00
C. Less state and local expenditures not allowed for MOE: (All resources, except federal as identified in Line B)				
1. Community Services	All	5000-5999	1000-7999	2,200.00
2. Capital Outlay	All except 7100-7199	All except 5000-5999	6000-6999	0.00
3. Debt Service	All	9100	5400-5450, 5800, 7430- 7439	55,045.00
4. Other Transfers Out	All	9200	7200-7299	0.00
5. Interfund Transfers Out	All	9300	7600-7629	30,000.00
6. All Other Financing Uses	All	9100	7699	0.00
		9200	7651	
7. Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	196,492.00
8. Tuition (Revenue, in lieu of expenditures, to approximate costs of services for which tuition is received)	All	All	8710	0.00
9. Supplemental expenditures made as a result of a Presidentially declared disaster	Manually entered. Must not include expenditures in lines B, C1-C8, D1, or D2.			
10. Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)				283,737.00
D. Plus additional MOE expenditures:			1000-7143, 7300-7439 minus 8000-8699	
1. Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)	All	All		45,534.00
2. Expenditures to cover deficits for student body activities	Manually entered. Must not include expenditures in lines A or D1.			
E. Total expenditures before adjustments (Line A minus lines B and C10, plus lines D1 and D2)				11,543,078.00
F. Charter school expenditure adjustments (From Section IV)				0.00
G. Total expenditures subject to MOE (Line E plus Line F)				11,543,078.00

Section II - Expenditures Per ADA		2014-15 Annual ADA/ Exps. Per ADA
A. Average Daily Attendance (Form AI, Column C, sum of lines A4, C1, and C2e)*		1,405.63
B. Charter school ADA adjustments (From Section IV)		0.00
C. Adjusted total ADA (Lines A plus B)		1,405.63
D. Expenditures per ADA (Line I.G divided by Line II.C)		8,212.03
Section III - MOE Calculation (For data collection only. Final determination will be done by CDE)		
	Total	Per ADA
A. Base expenditures (Preloaded expenditures extracted from prior year Unaudited Actuals MOE calculation). (Note: If the prior year MOE was not met, in its final determination, CDE will adjust the prior year base to 90 percent of the preceding prior year amount rather than the actual prior year expenditure amount.)	10,891,043.41	7,861.98
1. Adjustment to base expenditure and expenditure per ADA amounts for LEAs failing prior year MOE calculation (From Section V)	0.00	0.00
2. Total adjusted base expenditure amounts (Line A plus Line A.1)	10,891,043.41	7,861.98
B. Required effort (Line A.2 times 90%)	9,801,939.07	7,075.78
C. Current year expenditures (Line I.G and Line II.D)	11,543,078.00	8,212.03
D. MOE deficiency amount, if any (Line B minus Line C) (If negative, then zero)	0.00	0.00
E. MOE determination (If one or both of the amounts in line D are zero, the MOE requirement is met; if both amounts are positive, the MOE requirement is not met. If either column in Line A.2 or Line C equals zero, the MOE calculation is incomplete.)	MOE Met	
F. MOE deficiency percentage, if MOE not met; otherwise, zero (Line D divided by Line B) (Funding under NCLB covered programs in FY 2016-17 may be reduced by the lower of the two percentages)	0.00%	0.00%

*Interim Periods - Annual ADA not available from Form AI. For your convenience, Projected Year Totals Estimated P-2 ADA is extracted. Manual adjustment may be required to reflect estimated Annual ADA.

SECTION IV - Detail of Charter School Adjustments (used in Section I, Line F and Section II, Line B)		
Charter School Name/Reason for Adjustment	Expenditure Adjustment	ADA Adjustment
Total charter school adjustments	0.00	0.00
SECTION V - Detail of Adjustments to Base Expenditures (used in Section III, Line A.1)		
Description of Adjustments	Total Expenditures	Expenditures Per ADA
Total adjustments to base expenditures	0.00	0.00

Second Interim
2014-15 Projected Year Totals
SUMMARY OF INTERFUND ACTIVITIES
FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund	Interfund	Due From	Due To
	Transfers In	Transfers Out	Transfers In	Transfers Out	Transfers In	Transfers Out	Other Funds	Other Funds
	5750	5750	7350	7350	8900-8929	7600-7629	9310	9610
011 GENERAL FUND								
Expenditure Detail	0.00	(45,000.00)	0.00	(20,000.00)				
Other Sources/Uses Detail					0.00	30,000.00		
Fund Reconciliation								
091 CHARTER SCHOOLS SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
101 SPECIAL EDUCATION PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
111 ADULT EDUCATION FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
121 CHILD DEVELOPMENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
131 CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	40,000.00	0.00	20,000.00	0.00				
Other Sources/Uses Detail					30,000.00	0.00		
Fund Reconciliation								
141 DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
151 PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
171 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
181 SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
191 FOUNDATION SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation								
201 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
211 BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
251 CAPITAL FACILITIES FUND								
Expenditure Detail	5,000.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
301 STATE SCHOOL BUILDING LEASE/PURCHASE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
351 COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
401 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
491 CAP PROJ FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
511 BOND INTEREST AND REDEMPTION FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
521 DEBT SVC FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
531 TAX OVERRIDE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
551 DEBT SERVICE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
571 FOUNDATION PERMANENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation								
611 CAFETERIA ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								

Second Interim
2014-15 Projected Year Totals
SUMMARY OF INTERFUND ACTIVITIES
FOR ALL FUNDS

06 61598 000000
Form SIAI

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
62I CHARTER SCHOOLS ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
63I OTHER ENTERPRISE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
66I WAREHOUSE REVOLVING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
67I SELF-INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
71I RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00			
Fund Reconciliation								
73I FOUNDATION PRIVATE-PURPOSE TRUST FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00			
Fund Reconciliation								
76I WARRANT/PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
95I STUDENT BODY FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
TOTALS	45,000.00	(45,000.00)	20,000.00	(20,000.00)	30,000.00	30,000.00		

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

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

CRITERIA AND STANDARDS

1. CRITERION: Average Daily Attendance

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

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

1A. Calculating the District's ADA Variances

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

Fiscal Year	LCFF Revenue (Funded) ADA		Percent Change	Status
	First Interim	Second Interim		
	Projected Year Totals (Form 01CSI, Item 1A)	Projected Year Totals		
Current Year (2014-15)	1,405.00	1,405.00	0.0%	Met
1st Subsequent Year (2015-16)	1,405.00	1,416.00	0.8%	Met
2nd Subsequent Year (2016-17)	1,405.00	1,416.00	0.8%	Met

1B. Comparison of District ADA to the Standard

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

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

Explanation:
(required if NOT met)

2. CRITERION: Enrollment

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

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

2A. Calculating the District's Enrollment Variances

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

Fiscal Year	Enrollment		Percent Change	Status
	First Interim (Form 01CSI, Item 2A)	Second Interim CBEDS/Projected		
Current Year (2014-15)	1,451	1,451	0.0%	Met
1st Subsequent Year (2015-16)	1,451	1,461	0.7%	Met
2nd Subsequent Year (2016-17)	1,451	1,461	0.7%	Met

2B. Comparison of District Enrollment to the Standard

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

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

Explanation:
(required if NOT met)

3. CRITERION: ADA to Enrollment

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

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

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

Fiscal Year	P-2 ADA Unaudited Actuals (Form A, Lines 3, 6, and 25) (Form A, Lines A4, C1, and C2e)	Enrollment CBEDS Actual (Form 01CSI, Item 3A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2011-12)	1,342	1,409	95.2%
Second Prior Year (2012-13)	1,349	1,408	95.8%
First Prior Year (2013-14)	1,388	1,449	95.8%
Historical Average Ratio:			95.6%
District's ADA to Enrollment Standard (historical average ratio plus 0.5%):			96.1%

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

DATA ENTRY: If Form MYPI exists, Estimated P-2 ADA data for the two subsequent years will be extracted; if not, enter Estimated P-2 ADA data in the first column. All other data are extracted.

Fiscal Year	Estimated P-2 ADA (Form AI, Lines A4, C1, and C2e) (Form MYPI, Line F2)	Enrollment CBEDS/Projected (Criterion 2, Item 2A)	Ratio of ADA to Enrollment	Status
Current Year (2014-15)	1,406	1,451	96.9%	Not Met
1st Subsequent Year (2015-16)	1,416	1,461	96.9%	Not Met
2nd Subsequent Year (2016-17)	1,416	1,461	96.9%	Not Met

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

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

- 1a. **STANDARD NOT MET** - Projected P-2 ADA to enrollment ratio exceeds the standard in any of the current year or two subsequent fiscal years. Provide reasons why the projected ratio exceeds the district's historical average ratio by more than 0.5%.

Explanation:
(required if NOT met)

The District monitors its ADA every school month and will make adjustments when we find it necessary.

4. CRITERION: LCFF Revenue

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

District's LCFF Revenue Standard Percentage Range:

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

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

LCFF Revenue				
(Fund 01, Objects 8011, 8012, 8020-8089)				
Fiscal Year	First Interim	Second Interim	Percent Change	Status
	(Form 01CSI, Item 4A)	Projected Year Totals		
Current Year (2014-15)	10,944,235.00	10,944,235.00	0.0%	Met
1st Subsequent Year (2015-16)	11,526,166.00	11,911,111.00	3.3%	Not Met
2nd Subsequent Year (2016-17)	12,169,945.00	12,256,525.00	0.7%	Met

4B. Comparison of District LCFF Revenue to the Standard

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

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

Explanation:
(required if NOT met)

The District uses the SSC Calculator as well as the FCMAT Calculator for income projections. The Governor just released his 15-16 budget which is much better than originally expected. The District has updated its LCFF projection for 15-16 based upon this additional information which was not available at 1st Interim time.

5. CRITERION: Salaries and Benefits

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

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

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

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

Fiscal Year	Unaudited Actuals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2011-12)	7,704,285.46	8,907,240.02	86.5%
Second Prior Year (2012-13)	7,327,000.99	8,450,956.44	86.7%
First Prior Year (2013-14)	8,332,178.47	9,568,271.52	87.1%
	Historical Average Ratio:		86.8%

	Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
District's Reserve Standard Percentage (Criterion 10B, Line 4)	3.0%	3.0%	3.0%
District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	83.8% to 89.8%	83.8% to 89.8%	83.8% to 89.8%

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

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

Fiscal Year	Projected Year Totals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits (Form 011, Objects 1000-3999) (Form MYPI, Lines B1-B3)	Total Expenditures (Form 011, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10)		
Current Year (2014-15)	8,853,621.00	10,136,146.00	87.3%	Met
1st Subsequent Year (2015-16)	8,869,762.00	10,246,995.00	86.6%	Met
2nd Subsequent Year (2016-17)	9,136,309.00	10,464,369.00	87.3%	Met

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

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

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

Explanation:
(required if NOT met)

Numbers did not extract and I could not get MYP form to work at all. 14-15 Unrestricted 1000-3999 are 8,580,003. Total Unrestricted Expenditures are 9,803,448. 87.52%.

6. CRITERION: Other Revenues and Expenditures

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

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

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

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

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

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

Object Range / Fiscal Year	First Interim Projected Year Totals (Form 01CSI, Item 6A)	Second Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change Is Outside Explanation Range
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Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)

Current Year (2014-15)	513,095.00	515,403.00	0.4%	No
1st Subsequent Year (2015-16)	395,753.00	438,559.00	10.8%	Yes
2nd Subsequent Year (2016-17)	395,753.00	438,559.00	10.8%	Yes

Explanation:
(required if Yes)

The District has a one time Grant for Title I Professional Development that expires the 14-15 year.

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

Current Year (2014-15)	719,385.00	719,385.00	0.0%	No
1st Subsequent Year (2015-16)	624,385.00	854,138.00	36.8%	Yes
2nd Subsequent Year (2016-17)	624,385.00	609,138.00	-2.4%	No

Explanation:
(required if Yes)

the 15-16 Year is projected to receive \$250,000 one time funds for Mandated Costs repay.

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

Current Year (2014-15)	301,351.00	331,303.00	9.9%	Yes
1st Subsequent Year (2015-16)	221,351.00	216,409.00	-2.2%	No
2nd Subsequent Year (2016-17)	141,351.00	171,351.00	21.2%	Yes

Explanation:
(required if Yes)

The District has budgeted for the loss of ROP Funds over the next 4 years.

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

Current Year (2014-15)	741,083.00	762,522.00	2.9%	No
1st Subsequent Year (2015-16)	570,050.00	807,361.00	41.6%	Yes
2nd Subsequent Year (2016-17)	570,050.00	543,000.00	-4.7%	No

Explanation:
(required if Yes)

the 15-16 Year is projected to receive \$250,000 one time funds for Mandated Costs repay

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

Current Year (2014-15)	1,099,495.00	1,113,496.00	1.3%	No
1st Subsequent Year (2015-16)	986,062.00	1,004,621.00	1.9%	No
2nd Subsequent Year (2016-17)	986,062.00	1,051,076.00	6.6%	Yes

Explanation:
(required if Yes)

Potential contracts for Copiers and Phone system will expire. Budgeted potential increase as the District doesn't know for sure if the contracts will be less or more.

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

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	First Interim Projected Year Totals	Second Interim Projected Year Totals	Percent Change	Status
Total Federal, Other State, and Other Local Revenue (Section 6A)				
Current Year (2014-15)	1,533,831.00	1,566,091.00	2.1%	Met
1st Subsequent Year (2015-16)	1,241,489.00	1,509,106.00	21.6%	Not Met
2nd Subsequent Year (2016-17)	1,161,489.00	1,219,048.00	5.0%	Met
Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)				
Current Year (2014-15)	1,840,579.00	1,876,018.00	1.9%	Met
1st Subsequent Year (2015-16)	1,556,112.00	1,811,982.00	16.4%	Not Met
2nd Subsequent Year (2016-17)	1,556,112.00	1,594,076.00	2.4%	Met

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

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

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

Explanation:

Federal Revenue
(linked from 6A
if NOT met)

The District has a one time Grant for Title I Professional Development that expires the 14-15 year.

Explanation:

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

the 15-16 Year is projected to receive \$250,000 one time funds for Mandated Costs repay.

Explanation:

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

The District has budgeted for the loss of ROP Funds over the next 4 years.

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

Explanation:

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

the 15-16 Year is projected to receive \$250,000 one time funds for Mandated Costs repay

Explanation:

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

Potential contracts for Copiers and Phone system will expire. Budgeted potential increase as the District doesn't know for sure if the contracts will be less or more.

7. CRITERION: Facilities Maintenance

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

Determining the District's Compliance with the Contribution Requirement for EC Section 17070.75 as modified by Section 17070.766 and amended by SB 70 (Chapter 7, Statutes of 2011), effective 2008-09 through 2014-15 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)

NOTE: SB 70 (Chapter 7, Statutes of 2011) extends EC Section 17070.766 from 2008-09 through 2014-15. EC Section 17070.766 reduced the contributions required by EC Section 17070.75 from 3 percent to 1 percent. Therefore, the calculation in this section has been revised accordingly for that period.

DATA ENTRY: Budget Adoption and First Interim data that exist will be extracted; otherwise, enter Budget Adoption and First Interim data into lines 1 and 2 as applicable. All other data are extracted.

	Budget Adoption 1% Required Minimum Contribution (Form 01CSI, Item 7, Line 1)	Second Interim Contribution Projected Year Totals (Fund 01, Resource 8150, Objects 8900-8999)	Status
1. OMMA/RMA Contribution	119,869.77	0.00	Not Met
2. First Interim Contribution (information only) (Form 01CSI, First Interim, Criterion 7, Line 1)		0.00	

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

<input type="checkbox"/>	Not applicable (district does not participate in the Leroy F. Green School Facilities Act of 1998)
<input type="checkbox"/>	Exempt (due to district's small size [EC Section 17070.75 (b)(2)(D)])
<input checked="" type="checkbox"/>	Other (explanation must be provided)

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

District must only meet the 2% requirement which is reported under the 8100 Resource, not the 8150 so this will continue to be an explanation. The District budgets and expends more than the 2% for RRMA.

8. CRITERION: Deficit Spending

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

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

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

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

DATA ENTRY: All data are extracted or calculated.

	Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
District's Available Reserve Percentages (Criterion 10C, Line 9)	3.0%	3.0%	3.0%
District's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):	1.0%	1.0%	1.0%

8B. Calculating the District's Deficit Spending Percentages

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

Fiscal Year	Projected Year Totals			Status
	Net Change in Unrestricted Fund Balance (Form 011, Section E) (Form MYPI, Line C)	Total Unrestricted Expenditures and Other Financing Uses (Form 011, Objects 1000-7999) (Form MYPI, Line B11)	Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	
Current Year (2014-15)	283,457.00	10,166,146.00	N/A	Met
1st Subsequent Year (2015-16)	690,623.00	10,246,995.00	N/A	Met
2nd Subsequent Year (2016-17)	640,243.00	10,464,369.00	N/A	Met

8C. Comparison of District Deficit Spending to the Standard

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

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

Explanation:
(required if NOT met)

The MYP doesn't work and the numbers do not extract correctly. The Net change for 14-15 is \$283,457. The total expenditures are \$9,803,448. No deficit spending at this time.

9. CRITERION: Fund and Cash Balances

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

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

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

Fiscal Year	Ending Fund Balance General Fund Projected Year Totals (Form 011, Line F2) (Form MYPI, Line D2)		Status
Current Year (2014-15)	1,404,170.29		Met
1st Subsequent Year (2015-16)	1,894,793.00		Met
2nd Subsequent Year (2016-17)	2,435,036.00		Met

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

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

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

Explanation:
(required if NOT met)

Numbers are not extracting. 14-15 ending balance is projected at this time \$1,304,170

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

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

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

Fiscal Year	Ending Cash Balance General Fund (Form CASH, Line F, June Column)		Status
Current Year (2014-15)	1,344,073.00		Met

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

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

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

Explanation:
(required if NOT met)

10. CRITERION: Reserves

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

Percentage Level	District ADA	
5% or \$64,000 (greater of)	0	to 300
4% or \$64,000 (greater of)	301	to 1,000
3%	1,001	to 30,000
2%	30,001	to 400,000
1%	400,001	and over

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

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

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

	Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
District Estimated P-2 ADA (Criterion 3, Item 3B)	1,405	1,416	1,416
District's Reserve Standard Percentage Level:	3%	3%	3%

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

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

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

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

- b. Special Education Pass-through Funds
(Fund 10, resources 3300-3499 and 6500-6540,
objects 7211-7213 and 7221-7223)

Current Year Projected Year Totals (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
0.00		

10B. Calculating the District's Reserve Standard

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

	Current Year Projected Year Totals (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
1. Expenditures and Other Financing Uses (Form 011, objects 1000-7999) (Form MYPI, Line B11)	12,454,150.00	12,729,594.00	12,835,330.00
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)			
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	12,454,150.00	12,729,594.00	12,835,330.00
4. Reserve Standard Percentage Level	3%	3%	3%
5. Reserve Standard - by Percent (Line B3 times Line B4)	373,624.50	381,887.82	385,059.90
6. Reserve Standard - by Amount (\$64,000 for districts with less than 1,001 ADA, else 0)	0.00	0.00	0.00
7. District's Reserve Standard (Greater of Line B5 or Line B6)	373,624.50	381,887.82	385,059.90

10C. Calculating the District's Available Reserve Amount

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

Reserve Amounts (Unrestricted resources 0000-1999 except Line 4)	Current Year Projected Year Totals (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYPI, Line E1a)	0.00		
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYPI, Line E1b)	373,625.00	381,888.00	385,060.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	0.00		
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1d)	0.00		
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a)	0.00		
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b)	0.00		
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c)	0.00		
8. District's Available Reserve Amount (Lines C1 thru C7)	373,625.00	381,888.00	385,060.00
9. District's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	3.00%	3.00%	3.00%
District's Reserve Standard (Section 10B, Line 7):	373,624.50	381,887.82	385,059.90
Status:	Met	Met	Met

10D. Comparison of District Reserve Amount to the Standard

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

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

Explanation:
(required if NOT met)

SUPPLEMENTAL INFORMATION

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

S1. Contingent Liabilities

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

No

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

S2. Use of One-time Revenues for Ongoing Expenditures

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

No

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

S3. Temporary Interfund Borrowings

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

No

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

S4. Contingent Revenues

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

No

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

S5. Contributions

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

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

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

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

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

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

Description / Fiscal Year	First Interim (Form 01CSI, Item S5A)	Second Interim Projected Year Totals	Percent Change	Amount of Change	Status
1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)					
Current Year (2014-15)	(1,161,061.00)	(1,161,061.00)	0.0%	0.00	Met
1st Subsequent Year (2015-16)	(915,365.00)	(1,516,889.00)	65.7%	601,524.00	Not Met
2nd Subsequent Year (2016-17)	(953,767.00)	(1,445,309.00)	51.5%	491,542.00	Not Met
1b. Transfers In, General Fund *					
Current Year (2014-15)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2015-16)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2016-17)	0.00	0.00	0.0%	0.00	Met
1c. Transfers Out, General Fund *					
Current Year (2014-15)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2015-16)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2016-17)	0.00	0.00	0.0%	0.00	Met

1d. Capital Project Cost Overruns

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

No

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

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

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

- 1a. NOT MET - The projected contributions from the unrestricted general fund to restricted general fund programs have changed since first interim projections by more than the standard for any of the current year or subsequent two fiscal years. Identify restricted programs and contribution amount for each program and whether contributions are ongoing or one-time in nature. Explain the district's plan, with timeframes, for reducing or eliminating the contribution.

Explanation:
(required if NOT met)

The MYP form would not extract so I did a MYP Form on an Excel spreadsheet. I am never quite sure which Resources the State feels as Restricted. I used Resource 0000-2999 as my Unrestricted column. Apparently, this is not correct but I didn't have time to find out why from CDE and to inquire as to which resources they run as Restricted. If the MYP form continues to not work in future years, I will investigate this further. The District always insures it can meet it's obligations whether restricted or unrestricted.

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

Explanation:
(required if NOT met)

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

Explanation:
(required if NOT met)

--

- 1d. NO - There have been no capital project cost overruns occurring since first interim projections that may impact the general fund operational budget.

Project Information:
(required if YES)

S6B. Comparison of the District's Annual Payments to Prior Year Annual Payment

DATA ENTRY: Enter an explanation if Yes.

- 1a. No - Annual payments for long-term commitments have not increased in one or more of the current and two subsequent fiscal years.

Explanation:
(Required if Yes
to increase in total
annual payments)

S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments

DATA ENTRY: Click the appropriate Yes or No button in Item 1; if Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment.

Explanation:
(Required if Yes)

S7. Unfunded Liabilities

Identify any changes in estimates for unfunded liabilities since first interim projections, and indicate whether the changes are the result of a new actuarial valuation.

S7A. Identification of the District's Estimated Unfunded Liability for Postemployment Benefits Other Than Pensions (OPEB)

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. First Interim data that exist (Form 01CSI, Item S7A) will be extracted; otherwise, enter First Interim and Second Interim data in items 2-4.

1. a. Does your district provide postemployment benefits other than pensions (OPEB)? (If No, skip items 1b-4)

Yes

- b. If Yes to Item 1a, have there been changes since first interim in OPEB liabilities?

No

- c. If Yes to Item 1a, have there been changes since first interim in OPEB contributions?

No

2. OPEB Liabilities

- a. OPEB actuarial accrued liability (AAL)
- b. OPEB unfunded actuarial accrued liability (UAAL)
- c. Are AAL and UAAL based on the district's estimate or an actuarial valuation?
- d. If based on an actuarial valuation, indicate the date of the OPEB valuation.

First Interim (Form 01CSI, Item S7A)	Second Interim
---	----------------

Data must be entered.
Data must be entered.

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Data must be entered.

3. OPEB Contributions

- a. OPEB annual required contribution (ARC) per actuarial valuation or Alternative Measurement Method
- Current Year (2014-15)
- 1st Subsequent Year (2015-16)
- 2nd Subsequent Year (2016-17)
- b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (Funds 01-70, objects 3701-3752)
- Current Year (2014-15)
- 1st Subsequent Year (2015-16)
- 2nd Subsequent Year (2016-17)
- c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)
- Current Year (2014-15)
- 1st Subsequent Year (2015-16)
- 2nd Subsequent Year (2016-17)
- d. Number of retirees receiving OPEB benefits
- Current Year (2014-15)
- 1st Subsequent Year (2015-16)
- 2nd Subsequent Year (2016-17)

First Interim (Form 01CSI, Item S7A)	Second Interim
---	----------------

Data must be entered.
Data must be entered.
Data must be entered.

100,539.00	100,539.00
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Data must be entered.
Data must be entered.

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Data must be entered.
Data must be entered.
Data must be entered.

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Data must be entered.
Data must be entered.
Data must be entered.

4. Comments:

District's retirement incentive is not a true OPEB but numbers for 3700 object extract to this form of the C&S. The District knows the exact amount of the incentive and budgets that amount each year. There is no unfunded liability.

S7B. Identification of the District's Unfunded Liability for Self-insurance Programs

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. First Interim data that exist (Form 01CSI, Item S7B) will be extracted; otherwise, enter First Interim and Second Interim data in items 2-4.

1. a. Does your district operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB; which is covered in Section S7A) (If No, skip items 1b-4)

No

- b. If Yes to item 1a, have there been changes since first interim in self-insurance liabilities?

n/a

- c. If Yes to item 1a, have there been changes since first interim in self-insurance contributions?

n/a

2. Self-Insurance Liabilities

- a. Accrued liability for self-insurance programs
b. Unfunded liability for self-insurance programs

First Interim (Form 01CSI, Item S7B)	Second Interim

3. Self-Insurance Contributions

- a. Required contribution (funding) for self-insurance programs
Current Year (2014-15)
1st Subsequent Year (2015-16)
2nd Subsequent Year (2016-17)

First Interim (Form 01CSI, Item S7B)	Second Interim

- b. Amount contributed (funded) for self-insurance programs
Current Year (2014-15)
1st Subsequent Year (2015-16)
2nd Subsequent Year (2016-17)

4. Comments:

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S8. Status of Labor Agreements

Analyze the status of employee labor agreements. Identify new labor agreements that have been ratified since first interim projections, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues and explain how these commitments will be funded in future fiscal years.

If salary and benefit negotiations are not finalized, upon settlement with certificated or classified staff:

The school district must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards and may provide written comments to the president of the district governing board and superintendent.

S8A. Cost Analysis of District's Labor Agreements - Certificated (Non-management) Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Certificated Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Certificated Labor Agreements as of the Previous Reporting Period
Were all certificated labor negotiations settled as of first interim projections?

No

If Yes, complete number of FTEs, then skip to section S8B.

If No, continue with section S8A.

Certificated (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2013-14)	Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Number of certificated (non-management) full-time-equivalent (FTE) positions	70.0	73.0	75.0	75.0

1a. Have any salary and benefit negotiations been settled since first interim projections?

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?

Yes

If Yes, complete questions 6 and 7.

Negotiations Settled Since First Interim Projections

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

n/a

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Current Year
(2014-15)

1st Subsequent Year
(2015-16)

2nd Subsequent Year
(2016-17)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year

or

Multiyear Agreement

Total cost of salary settlement

% change in salary schedule from prior year
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits

55,000

7. Amount included for any tentative salary schedule increases

Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
0	0	0

Certificated (Non-management) Health and Welfare (H&W) Benefits

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Yes	Yes	Yes
hard cap	hard cap	hard cap

Certificated (Non-management) Prior Year Settlements Negotiated Since First Interim Projections

Are any new costs negotiated since first interim projections for prior year settlements included in the interim?

If Yes, amount of new costs included in the interim and MYPs
If Yes, explain the nature of the new costs:

No		
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Certificated (Non-management) Step and Column Adjustments

- Are step & column adjustments included in the interim and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Yes	Yes	Yes
15,000	15,000	15,000
1.5%	1.5%	1.5%

Certificated (Non-management) Attrition (layoffs and retirements)

- Are savings from attrition included in the budget and MYPs?
- Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
No	No	No
No	No	No

Certificated (Non-management) - Other

List other significant contract changes that have occurred since first interim projections and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

S8B. Cost Analysis of District's Labor Agreements - Classified (Non-management) Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Classified Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Classified Labor Agreements as of the Previous Reporting Period

Were all classified labor negotiations settled as of first interim projections?

If Yes, complete number of FTEs, then skip to section S8C.

If No, continue with section S8B.

No

Classified (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2013-14)	Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Number of classified (non-management) FTE positions	58.0	63.0	65.0	65.0

1a. Have any salary and benefit negotiations been settled since first interim projections?

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 6 and 7.

Yes

Negotiations Settled Since First Interim Projections

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement
certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted
to meet the costs of the collective bargaining agreement?

If Yes, date of budget revision board adoption:

n/a

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Current Year
(2014-15)1st Subsequent Year
(2015-16)2nd Subsequent Year
(2016-17)Is the cost of salary settlement included in the interim and multiyear
projections (MYPs)?**One Year Agreement**

Total cost of salary settlement

% change in salary schedule from prior year
or**Multiyear Agreement**

Total cost of salary settlement

% change in salary schedule from prior year
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits

15,000

7. Amount included for any tentative salary schedule increases

Current Year
(2014-15)1st Subsequent Year
(2015-16)2nd Subsequent Year
(2016-17)

0

0

0

Classified (Non-management) Health and Welfare (H&W) Benefits

1. Are costs of H&W benefit changes included in the interim and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Yes	Yes	Yes
hard cap	hard cap	hard cap

Classified (Non-management) Prior Year Settlements Negotiated Since First Interim

Are any new costs negotiated since first interim for prior year settlements included in the interim?

If Yes, amount of new costs included in the interim and MYPs
If Yes, explain the nature of the new costs:

No		

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Classified (Non-management) Step and Column Adjustments

1. Are step & column adjustments included in the interim and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Yes	Yes	Yes
5,000	5,000	5,000
1.0%	1.0%	1.0%

Classified (Non-management) Attrition (layoffs and retirements)

1. Are savings from attrition included in the interim and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
No	No	No
No	No	No

Classified (Non-management) - Other

List other significant contract changes that have occurred since first interim and the cost impact of each (i.e., hours of employment, leave of absence, bonuses, etc.):

S8C. Cost Analysis of District's Labor Agreements - Management/Supervisor/Confidential Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period

Were all managerial/confidential labor negotiations settled as of first interim projections?

If Yes or n/a, complete number of FTEs, then skip to S9.

If No, continue with section S8C.

Management/Supervisor/Confidential Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2013-14)	Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Number of management, supervisor, and confidential FTE positions	12.5	12.5	13.0	13.0

1a. Have any salary and benefit negotiations been settled since first interim projections?

If Yes, complete question 2.

If No, complete questions 3 and 4.

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 3 and 4.

Negotiations Settled Since First Interim Projections

2. Salary settlement:

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

Total cost of salary settlement

Change in salary schedule from prior year
(may enter text, such as "Reopener")

Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
No		

Negotiations Not Settled

3. Cost of a one percent increase in salary and statutory benefits

4. Amount included for any tentative salary schedule increases

Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
0	0	0

**Management/Supervisor/Confidential
Health and Welfare (H&W) Benefits**

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Yes	Yes	Yes
hard cap	hard cap	hard cap

**Management/Supervisor/Confidential
Step and Column Adjustments**

- Are step & column adjustments included in the budget and MYPs?
- Cost of step & column adjustments
- Percent change in step and column over prior year

Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Yes	Yes	Yes
0	0	0

**Management/Supervisor/Confidential
Other Benefits (mileage, bonuses, etc.)**

- Are costs of other benefits included in the interim and MYPs?
- Total cost of other benefits
- Percent change in cost of other benefits over prior year

Current Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Yes	Yes	Yes

S9. Status of Other Funds

Analyze the status of other funds that may have negative fund balances at the end of the current fiscal year. If any other fund has a projected negative fund balance, prepare an interim report and multiyear projection for that fund. Explain plans for how and when the negative fund balance will be addressed.

S9A. Identification of Other Funds with Negative Ending Fund Balances

DATA ENTRY: Click the appropriate button in Item 1. If Yes, enter data in Item 2 and provide the reports referenced in Item 1.

1. Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?

No

If Yes, prepare and submit to the reviewing agency a report of revenues, expenditures, and changes in fund balance (e.g., an interim fund report) and a multiyear projection report for each fund.

2. If Yes, identify each fund, by name and number, that is projected to have a negative ending fund balance for the current fiscal year. Provide reasons for the negative balance(s) and explain the plan for how and when the problem(s) will be corrected.

ADDITIONAL FISCAL INDICATORS

The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review.

DATA ENTRY: Click the appropriate Yes or No button for items A2 through A9; Item A1 is automatically completed based on data from Criterion 9.

- A1. Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund? (Data from Criterion 9B-1, Cash Balance, are used to determine Yes or No)

No

- A2. Is the system of personnel position control independent from the payroll system?

No

- A3. Is enrollment decreasing in both the prior and current fiscal years?

No

- A4. Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior or current fiscal year?

No

- A5. Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?

No

- A6. Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?

No

- A7. Is the district's financial system independent of the county office system?

No

- A8. Does the district have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education.)

No

- A9. Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?

No

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:
(optional)

End of School District Second Interim Criteria and Standards Review

SACS2014ALL Financial Reporting Software - 2014.2.0
2/2/2015 8:43:01 AM

06-61598-0000000

Second Interim
2014-15 Actuals to Date
Technical Review Checks

Colusa Unified

Colusa 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

GENERAL LEDGER CHECKS

SUPPLEMENTAL CHECKS

EXPORT CHECKS

Checks Completed.

SACS2014ALL Financial Reporting Software - 2014.2.0
2/2/2015 8:42:26 AM

06-61598-0000000

Second Interim
2014-15 Original Budget
Technical Review Checks

Colusa Unified

Colusa 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

GENERAL LEDGER CHECKS

SUPPLEMENTAL CHECKS

EXPORT CHECKS

Checks Completed.

SACS2014ALL Financial Reporting Software - 2014.2.0
2/2/2015 8:42:36 AM

06-61598-0000000

Second Interim
2014-15 Board Approved Operating Budget
Technical Review Checks

Colusa Unified

Colusa 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

GENERAL LEDGER CHECKS

SUPPLEMENTAL CHECKS

EXPORT CHECKS

Checks Completed.

SACS2014ALL Financial Reporting Software - 2014.2.0
2/2/2015 8:56:54 AM

06-61598-0000000

Second Interim
2014-15 Projected Totals
Technical Review Checks

Colusa Unified

Colusa 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

GENERAL LEDGER CHECKS

SUPPLEMENTAL CHECKS

EXPORT CHECKS

MYP-PROVIDE - (W) - A Multiyear Projection Worksheet must be provided with your Interim. (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.)

EXCEPTION

Explanation: MYP Form did not extract at 1st or 2nd Interim so the District is submitting an Excel spreadsheet for the MYP.

Checks Completed.

California Department of Education

Consolidated Application

Colusa Unified (06 61598 0000000)

Status: Certified
 Saved by: Sheryl Bailey
 Date: 5/21/2014 8:45 AM

2014-15 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <http://www.cde.ca.gov/fg/aa/co/ca14asstoc.asp>

CDE Program Contact:

Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640

LEA Plan

An LEA that receives Title III funds, or any LEA that receives Title I funds and is in Program Improvement corrective action must certify that its LEA Plan, including any Addenda to the Plan, is current and provide the local online web address for their LEA Plan. An LEA that receives Title III funds and is in Title III Improvement status must post their Improvement Plan in the California Accountability and Improvement System (CAIS) at <http://www.cde.ca.gov/ta/ac/ca/>.

State Board of Education approval date	9/11/2003
LEA Plan Web page	www.colusa.k12.ca.us

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education's Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this page are on file.

Authorized Representative's Full Name	Dwayne Newman
Authorized Representative's Signature	
Authorized Representative's Title	Superintendent
Authorized Representative Signature Date	05/20/2014

Warning

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California Department of Education

Colusa Unified (06 61598 0000000)

Consolidated Application

Status: Certified
Saved by: Sheryl Bailey
Date: 5/21/2014 8:45 AM

2014-15 Protected Prayer Certification

ESEA Section 9524(b) specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Franco Rozic, Title I Monitoring & Support, frozic@cde.ca.gov, 916-319-0269
Mary Payne, District Improvement Office, MPayne@cde.ca.gov, 916-319-0379

Protected Prayer Certification Statement

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Dwayne Newman
Authorized Representative Title	Superintendent
Authorized Representative Signature Date	05/20/2014
Comment If the LEA is not able to certify at this time an explanation must be provided in the Comment field.	

Warning

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2014-15 Application for Funding**CDE Program Contact:**Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640**Local Governing Board Approval**

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	06/17/2014
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District English Learner Advisory Committee (DELAC) Review

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	Juana Gonzalez
DELAC review date	05/19/2014
Meeting minutes web address Please enter the Web address of DELAC review meeting minutes. If a Web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.	on file.
DELAC comment If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment.	application approved after discussion on LCAP and Categorical Funding.

Application for Categorical Programs

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

Title I Part A (Basic Grant) ESEA Sec. 1111 et seq. SACS 3010	Yes
Title I Part D (Delinquent) ESEA Sec. 1401 SACS 3025	No
Title II Part A (Teacher Quality) ESEA Sec. 2101 SACS 4035	Yes
Title III Part A Immigrant ESEA Sec. 3102 SACS 4201	Yes
Title III Part A LEP	Yes

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2014-15 Application for Funding

CDE Program Contact:

Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640

ESEA Sec. 3102 SACS 4203	
Title VI, Part B Subpart 2 Rural and Low-Income Grant ESEA Sec. 6221 SACS 4126	Yes

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2014-15 Federal Transferability

Federal transferability is governed by Title VI in ESEA Section 6123. An LEA may transfer a maximum of 50% of any program to other programs. This transferability is not the same as Title VI Subpart 1 REAP Flexibility governed by ESEA Section 6211.

CDE Program Contact:

Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640

This data collection is not applicable, program funds cannot be transfered out as the LEA is in Program Improvement year 3.

*****Warning*****

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2014-15 Title I, Part A LEA Allocation

The purpose of this data collection is to calculate the full Title I Part A allocation available to the LEA.

CDE Program Contact:

Stephanie Smith, Title I Policy & Program Guidance, SSmith@cde.ca.gov, 916-319-0948

Jyoti Singh, Title I Policy & Program Guidance, jysingh@cde.ca.gov, 916-319-0372

2014-15 Title I, Part A entitlement	\$271,464
Transferred-in amount	\$0
Title I, Part A entitlement after transfers	\$271,464
Note: In order for the 2013-14 Carryover amount to be pre-populated, the 2013-14 Title I, Part A Carryover data collection should be completed and saved before beginning data entry.	
2013-14 Carryover	\$0
(Allowable values are the 12 or 15 month 2013-14 carryover. The default value displayed is the 15 month calculated carryover.)	
Repayment of funds	\$0
2014-15 Total allocation	\$271,464
Indirect cost reservation	\$12,803
Administrative reservation	\$27,915
2014-15 Title I, Part A adjusted allocation	\$230,746
Indirect Cost and Administration Calculation Tool To help determine allowable indirect cost and administration reserves, based on your Approved Indirect Cost Rate as defined on http://www.cde.ca.gov/fg/ac/ic/ , below are recommended values.	
2014-15 Approved indirect cost rate	4.95%
Maximum allowable indirect cost reservation	\$12,803
Recommended administration reservation	\$27,915

*****Warning*****

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2014-15 Title I, Part A Reservations, Required

To report LEA required reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Nancy Bodenhausen, Title I Policy & Program Guidance, NBodenhausen@cde.ca.gov, 916-445-4904
Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956

Nonprofit Private School Equitable Services Percentage Calculation

Total participating nonprofit school low income students	20
Total participating attendance area low income students	1,002
Percent of nonprofit private school low income students for equitable service calculations	2.00%

Required Reservations

Title I Part A adjusted allocation	\$230,746
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Parental Involvement

Parental involvement (1% of the entitlement plus transfers-in if greater than \$500,000.)	\$0
Supplemental parental involvement (Optional: Additional discretionary set-aside.)	\$0
Nonprofit private school parental involvement set-aside	\$0
Amount remaining	\$0
Public school parental involvement	\$0
Balance available for LEA parental involvement activities	\$0

Direct and Indirect Services

Direct or indirect services to homeless children, regardless of their school of attendance	\$500
Homeless services provided (Maximum 500 characters)	clothing and health related support to homeless students.
Local neglected institutions Does the LEA have local institutions for neglected children or children currently classified as neglected?	No
Direct or indirect services in local institutions for neglected children	
Local delinquent institutions Does the LEA have local institutions for delinquent children?	No
Other neglected or delinquent services	

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2014-15 Title I, Part A Reservations, Required

To report LEA required reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Nancy Bodenhausen, Title I Policy & Program Guidance, NBodenhausen@cde.ca.gov, 916-445-4904
Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956

Program Improvement (PI)

The following reservations are required if the LEA is in Program Improvement, or has one or more schools in Program Improvement.

Public school choice transportation (Choice)	\$0
Supplemental educational services (SES)	\$46,892
Parent outreach and assistance for Choice and SES	\$460
Program Improvement general comments (Maximum 500 characters)	All qualified parents will be notified about SES but to date, none have taken advantage of the program. There is only one school per grade level so transportation is not needed.

Program Improvement Professional Development

Professional development funds	Yes
Will the LEA use PI school-level professional development funds to help meet the LEA 10% minimum professional development requirement?	
PI professional development (Minimum 10% of the entitlement plus transfers in.)	\$23,075
2013-14 PI professional development carryover	\$0
Total PI professional development	\$23,075

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2014-15 Title I, Part A Reservations, Allowed

To report LEA allowable reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956
Karen Neilsen, Title I Policy & Program Guidance, KNeilsen@cde.ca.gov, 916-319-0946

Allowed Reservations**Professional Development for Highly Qualified Teachers and Paraprofessionals**

Professional development for highly qualified teachers and paraprofessionals	
Nonprofit private school equitable services	\$0
Professional development reserved for public schools	\$0

District-wide Instructional Programs

District-wide instructional programs (Non-PI activities)	
Nonprofit private school equitable services	\$0
District-wide instructional programs for Title I public schools	\$0

Other School Programs

Other school programs Including summer school or intersession programs or before and after school programs.	
Nonprofit private school equitable services	\$0
Other school programs reserved for public schools	\$0

Other Allowable Reservations

Salary differentials	
Preschool programs	
Capital expenses for nonprofit private schools	

Program Improvement Activities

Teacher incentives and rewards (Maximum 5% of entitlement after transfers.)	
Professional development of highly qualified teachers	
Technical assistance to schools	
Summer school, intersession programs or before and after school programs	

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2014-15 Title I, Part A Reservations, Allowed

To report LEA allowable reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956
Karen Neilsen, Title I Policy & Program Guidance, KNeilsen@cde.ca.gov, 916-319-0946

Reservation Summary

Adjusted Allocation	\$230,746
Total required reservations	\$70,927
Total allowed reservations	\$0
Allocations after reservations	\$159,819
Total nonprofit private school set aside	\$0
Private nonprofit school Parental Involvement set-aside	\$0
Public school Parental Involvement set-aside	\$0
Amount available for Title I, Part A school allocations	\$159,819

*****Warning*****

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2014-15 Title I, Part A Program Improvement Midyear Activity and Expenditure Report

If one or more schools is in Program Improvement, the LEA is required to provide a mid-year status of activities related to Choice and or SES services.

CDE Program Contact:

Stephanie Smith, Title I Policy & Program Guidance, SSmith@cde.ca.gov, 916-319-0948
Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956

Activities

Number of students who applied for Choice	0
Number of new and continuing students who transferred to attend a non-PI school under ESEA	0
Number of new and continuing students who transferred to attend a non-PI school under a local or state school choice program	0
Number of students who applied for SES	0
Number of students who received SES	0
Activities comment	Every qualified household was notified about SES availability. No one has taken advantage or applied for program.
An explanation must be provided if all activities are zero.	

Expenditures and Encumbrances

Due to a federal audit comment received, LEAs are required to provide biannual year-to-date PI expenditures and encumbrance in support of Choice and SES activities.

Choice transportation using Title I Part A funds	\$0
Choice transportation using non-Title I Part A funds	\$0
SES using Title I Part A funds	\$0
SES using non-Title I Part A funds	\$0
Parent outreach using Title I Part A funds	\$100
Parent outreach using non-Title I Part A funds	\$100
Total expenditures and encumbrance using Title I Part A funds	\$100
Total expenditures and encumbrance using non-Title I Part A funds	\$100
Expenditure comment	
An explanation is required if no program improvement expenditures or encumbrances have occurred (maximum 500 characters).	

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California Department of Education

Colusa Unified (06 61598 0000000)

Consolidated ApplicationStatus: Certified
Saved by: Sheryl Parker
Date: 1/20/2015 3:26 PM**2014-15 Title II, Part A LEA Allocations and Reservations**

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title II Part A Teacher & Principal Training & Recruiting, and to report required reservations.

CDE Program Contact:

Jackie Rose, Title II Leadership, jrose@cde.ca.gov, 916-322-9503
Juan J. Sanchez, Section 2141 Contact, jsanchez@cde.ca.gov, 916-319-0452

2014-15 Title II Part A entitlement	\$80,611
Total funds transferred out of Title II, Part A	\$0
Total entitlement after transfers	\$80,611
2013-14 Carryover (as of 06/30/14)	\$0
Repayment of funds	\$0
Repayment comment Provide an explanation of why repayment dollars were added back to the allocation	
2014-15 Allocation	\$80,611
Administrative and indirect costs	\$1,600
Title II Part A adjusted allocation	\$79,011

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California Department of Education

Colusa Unified (06 61598 0000000)

Consolidated ApplicationStatus: Certified
Saved by: Sheryl Parker
Date: 1/20/2015 3:27 PM**2014-15 Title III, Part A Immigrant LEA Allocations**

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title III Part A Immigrant, and to report required reservations.

CDE Program Contact:Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838

2014-15 Title III, Part A Immigrant entitlement	\$1,397
2013-14 Carryover (As of June 30, 2014)	\$0
Repayment of funds	\$0
2014-15 Allocation	\$1,397
Administrative and indirect costs	\$0
2014-15 Adjusted allocation	\$1,397
General comment (Maximum 500 characters)	

*****Warning*****

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2014-15 Title III, Part A Immigrant YTD Expenditure Report, 6 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2014 through December 31, 2014.

CDE Program Contact:

Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838
Sandra Covarrubias, Language Policy & Leadership Office, SCovarrubias@cde.ca.gov, 916-319-0267

Approved Immigrant Sub-grantee Activities

(e) ACTIVITIES BY AGENCIES EXPERIENCING SUBSTANTIAL INCREASES IN IMMIGRANT CHILDREN AND YOUTH-

(1) IN GENERAL-An eligible entity receiving funds under section 3114(d)(1) shall use the funds to pay for activities that provide enhanced instructional opportunities for immigrant children and youth, which may include-

(A) family literacy, parent outreach, and training activities designed to assist parents to become active participants in the education of their children;

(B) support for personnel, including teacher aides who have been specifically trained, or are being trained, to provide services to immigrant children and youth;

(C) provision of tutorials, mentoring, and academic or career counseling for immigrant children and youth

(D) identification and acquisition of curricular materials, educational software, and technologies to be used in the program carried out with funds;

(E) basic instruction services that are directly attributable to the presence in the school district involved of immigrant children and youth, including the payment of costs of providing additional classroom supplies, costs of transportation, or such other costs as are directly attributable to such additional basic instruction services;

(F) other instruction services that are designed to assist immigrant children and youth to achieve in elementary schools and secondary schools in the United States, such as programs of introduction to the educational system and civics education; and

(G) activities, coordinated with community-based organizations, institutions of higher education, private sector entities with expertise in working with immigrants, to assist parents of immigrant children and youth by offering comprehensive community services.

2014-15 Title III, Part A Immigrant entitlement	\$1,397
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$0
3000-3999 Employee benefits	\$0
4000-4999 Books and supplies	\$1,397
5000-5999 Services and other operating expenditures	\$0
Administrative and indirect costs	\$0
Total year-to-date expenditures	\$1,397
2014-15 Unspent funds	\$0
General comment (Maximum 500 characters)	

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California Department of Education

Colusa Unified (06 61598 0000000)

Consolidated ApplicationStatus: Certified
Saved by: Sheryl Parker
Date: 1/20/2015 3:26 PM**2014-15 Title III, Part A LEP LEA Allocations**

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title III Part A LEP, and to report required reservations.

CDE Program Contact:Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838

2014-15 Title III, Part A LEP entitlement	\$41,509
2013-14 Carryover (As of June 30, 2014)	\$0
Repayment of funds	\$0
2014-15 Allocation	\$41,509
Administrative and indirect costs	\$800
2014-15 Adjusted allocation	\$40,709

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2014-15 Title III, Part A LEP YTD Expenditure Report, 6 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2014 through December 30, 2014.

CDE Program Contact:

Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838
Geoffrey Ndirangu, Language Policy & Leadership Office, gndirang@cde.ca.gov, 916-323-5831

Required and Authorized LEP Sub-grantee Activities**Required**

Section 3115 (c)(1) To increase the English Proficiency by providing high-quality language instruction educational programs that are based on scientifically based research demonstrating the effectiveness of the programs.

Section 3115 (c)(2) To provide high quality professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel.

Authorized

- (1) Upgrading program objectives and effective instruction strategies.
- (2) Improving the instruction program for limited English proficient children by identifying acquiring and upgrading curricula, instruction materials, educational software, and assessment procedures.
- (3) Providing tutorials and academic or vocational education for limited English proficient children and intensified instruction.
- (4) Developing and implementing elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services.
- (5) Improving the English proficiency and academic achievement of limited English proficient children.
- (6) Providing community participation programs, family literacy services and parent outreach and training activities to limited English proficient children and their families.

2014-15 Title III, Part A LEP entitlement	\$41,509
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$19,197
3000-3999 Employee benefits	\$7,856
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Administrative and indirect costs	\$0
Total year-to-date expenditures	\$27,053
2014-15 Unspent funds	\$14,456
General comment (Maximum 500 characters)	

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California Department of Education

Colusa Unified (06 61598 0000000)

Consolidated ApplicationStatus: Certified
Saved by: Sheryl Parker
Date: 1/20/2015 3:26 PM**2014-15 Consolidation of Administrative Funds**

A request by the LEA to consolidate administrative funds for specific programs.

CDE Program Contact:Julie Brucklacher, Financial Accountability & Info Srv, jbruckla@cde.ca.gov, 916-327-0858

Title I, Part A (Basic) SACS Code 3010	No
Title I, Part C (Migrant Education) SACS Code 3060	No
Title I, Part D (Delinquent) SACS Code 3025	No
Title II, Part A (Teacher Quality) SACS Code 4035	No
Title II, Part A (Administrator Training) SACS Code 4036	No
Title III (Immigrant Students) SACS Code 4201	No
Title III (LEP Students) - 2% maximum SACS Code 4203	No
Title IV, Part B (21st Century Community Learning Centers) SACS Code 4124	No

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2014-15 Substitute System for Time Accounting

This certification may be used by auditors and by CDE oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the LEA submits and certifies this data collection.

CDE Program Contact:

Julie Brucklacher, Financial Accountability & Info Srv, jbruckla@cde.ca.gov, 916-327-0858

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate. Additional information on the predetermined schedule substitute system of time accounting can be found at <http://www.cde.ca.gov/fg/ac/co/timeaccounting2013.asp>. Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the Web at <http://www.cde.ca.gov/fg/ac/sa/>.

2014-15 Request for authorization	Yes
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	There are no known deficiencies.

*****Warning*****

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2014-15 Title I, Part A Planned School Allocations

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school allocation planning, the LEA has indicated which schools it intended to allocate Title I Part A funds to by entering a check in the Fund column.

IDE Program Contact:

Lancy Bodenhausen, Title I Policy & Program Guidance, NBodenhausen@cde.ca.gov, 916-445-4904
Ana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956

If an exception to funding is needed, enter an Exception Reason. Use lower case only.

Allowable Exception Reasons

- Meets 35% Low Income Requirement
- Funded by Other Allowable Sources
- Desegregation Waiver on File
- Grandfather Provision
- Feeder Pattern
- Local Funded Charter Opted Out
- Local Funded Charter Opt In

Low income measure	FRPM
Group Schools by Grade Span	Yes
District-wide Low Income %	69.57%
Grade Span 1 Low Income %	79.33%
Grade Span 2 Low Income %	73.81%
Grade Span 3 Low Income %	53.95%

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Eligible	Funding Required	Ranking	Fund Flag	Exception Reason	Comment
James M. Burchfield Primary	6003495	1	479	380	79.33	Y	Y	1	Y		
George T. Egling Middle	6057152	2	527	389	73.81	Y	N	1	Y		
Colusa Alternative High (Continuation)	0630012	3	30	27	90.00	Y	Y	1	Y		

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2014-15 Title I, Part A Planned School Allocations

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school allocation planning, the LEA has indicated which schools it intended to allocate Title I Part A funds to by entering a check in the Fund column.

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Eligible	Funding Required	Ranking	Fund Flag	Exception Reason	Comment
Colusa High	0631259	3	348	186	53.45	N	N	2	Y	a	
Colusa Alternative Home	0630046	3	65	26	40.00	N	N	3	N		

Warning

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2014-15 Title I, Part A Notification of Authorization of School Wide Program

This report provides notification to the California Department of Education of a school's eligibility and local board approval to operate under and report as School Wide Program

DE Program Contact:

Francisco Rozic, Title I Monitoring & Support, frozic@cde.ca.gov, 916-319-0269

Note:

In order for CDE program staff to have visibility to all SWP authorized schools, it is important to have an Authorized Representative certify this Notification of Authorization data collection after a change is made.

School Name	School Code	Authorized	Local Board Approval Date (ex. 04/30/2014)	SIG Approval Date (ex. 04/30/2014)	Poverty Level %
Colusa Alternative High (Continuation)	0630012	Y	07/16/1997		73.00%
Colusa Alternative Home	0630046	N			
Colusa High	0631259	Y	07/16/1997		51.00%
George T. Egling Middle	6057152	Y	07/16/1997		54.00%
James M. Burchfield Primary	6003495	Y	07/16/1997		76.00%

Warning

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2014-15 Title I, Part A Nonprofit Private School Participation

The LEA shall provide, on an equitable basis, special educational services or other benefits to nonprofit private school eligible children.

DE Program Contact:

Jyoti Singh, Title I Policy & Program Guidance, jysingh@cde.ca.gov, 916-319-0372
Lina DeRose-Swinscoe, Title I Policy & Program Guidance, RDeroseswinscoe@cde.ca.gov, 916-323-0472

The LEA must offer to provide equitable services that address the needs of nonprofit private school students and staff under the programs listed below. The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information filed in the Private School Affidavit is not verified, and the CDE takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify nonprofit status and the accuracy of student enrollment data if it is being used for the purpose of providing equitable services.

Note:

The LEA of residence is responsible for providing Title I Part A services to all eligible students who reside in the LEA's Title I attendance area but attend a private nonprofit school. This includes students who attend nonprofit private schools outside the LEA's boundaries.

School Name	School Code	Enrollment	Participating	Affirmation On File	Low Income Student Count	Direct Services	Contract Services	School Added
Our Lady of Lourdes Parish	6905780	91	Y	Y	20	Y	N	N

Warning

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

Associated Student Body Fund

Egling Middle School and Colusa High School
as of February 1, 2015

Colusa High School

Account	Name of Club	Balance
800	Colusa HS ASB	\$ 718.13
801	ASB Football Concessions	\$ -
802	ASB Student Store	\$ 2,430.27
811	Art Club	\$ 742.44
812	Ashland Shakespeare Trip	\$ 141.23
820	Block C - Other	\$ -
821	Block C - Baseball	\$ 5,342.94
822	Block C - Boys Basketball	\$ 140.49
823	Block C - Boys Soccer	\$ 150.49
824	Block C - Boys Tennis	\$ 521.00
825	Block C - Cross Country	\$ (83.62)
826	Block C - Football	\$ 2,963.81
827	Block C - Girls Basketball	\$ (16.81)
828	Block C - Girls Soccer	\$ (213.21)
829	Block C - Girls Tennis	\$ 346.58
830	Block C - Golf	\$ -
832	Block C - Softball	\$ 2,176.46
833	Block C - Track and Field	\$ 1,416.67
834	Block C - Volleyball	\$ 3,089.19
835	Block C - Wrestling	\$ 25.00
835	Block C - Weight Room	\$ (54.15)
836	Block C - JV Boys Basketball	\$ 5.00
846	Class of 2015	\$ 7,308.01
847	Class of 2016	\$ 887.97
848	Class of 2017	\$ (240.18)
849	Class of 2018	\$ 148.55
860	COLUS Yearbook	\$ 13,795.36
863	CSF	\$ 1,338.54
865	FBLA	\$ 5,699.61
870	FFA	\$ 1,264.04
876	Drama Club	\$ 467.60
885	Friday Night Live	\$ 1,255.54
887	Spanish Club	\$ 144.81
888	Spirit Club	\$ 3,527.09
890	Cooking Club	\$ (25.74)
892	Science Club	\$ 91.52
TOTAL CHS		\$ 55,504.63
Egling Middle School		
950	Egling MS ASB	\$ 497.67
955	Club Live	\$ 1,000.92
960	Kids Can Save	\$ 479.34
965	Library	\$ 890.51
985	Sweatshirts	\$ 140.65
990	Yearbook	\$ 834.57
995	8th Grade	\$ (23.20)
TOTAL EMS		\$ 3,820.46
TOTAL FUND 95 ASB		\$ 59,325.09

American Honors Performance Series at Carnegie Hall**Wednesday, February 18, 2015**

Evening flight from Sacramento to JFK, arriving late morning on Thursday. Thomas Critchfield and Alec Schantz are escorted by Nic and Stefanie Schantz to and from New York. Michael Phenicie flies out the day before for orientation of program staff & chaperones.

Thursday, February 19, 2015

- 3:30-8:30** Shuttles run from JFK Airport Program Staff at JFK assist with arrivals. Staff will be located in the baggage claim areas of Terminal's 5 and 8 by the ground transportation desk.
- 4:00-9:00** Finals Honors Performance Series check-in, meet in the 2nd floor lobby of the Sheraton Times Square – 811 7th Ave. 212-581-1000
- 4:30** Rooms available for check-in. Chaperones will provide keys and room assignments. Dinner on own – chaperone will set time and escort to location. Chaperones provide finalists with an overview of what to expect during the week.
- 9:30** Sectional rehearsals, location to be announced upon arrival.
- 10:30** Lights out.

Friday, February 20, 2015

- 7:00** Breakfast on own. Chaperone will set time and escort to location.
- 8:00** Honor Band Seating Auditions – meet in Empire East Ballroom (2nd floor), Sheraton Times Square.
- 9:00** Honors Band Rehearsal – Empire East Ballroom (2nd floor).
- 12:00** Escort kids to lunch.
- 1:30** Honors Band Rehearsal Empire East Ballroom.
- 6:45-7:00** Finalists depart and walk to Broadway Theaters with program staff. Finalists must stay with assigned “buddies”. Meeting points are: **Phantom** – Metro Ballroom East, 6:45 meet, and 7:00 departure. **On The Town** – Empire Ballroom West, 6:55 meet, 7:05 departure. **Lion King** – New York Ballroom, 7:00 meet, 7:10 departure.
- 8:00** Finalists attend Broadway shows. Finalists meet program staff and ensemble Chaperones after the show (with buddies) and return to the hotel.
- 11:15** Lights out.

Saturday, February 21, 2015

- 7:30** Escort kids to breakfast.
- 9:00** Rehearsal resumes in Empire East Ballroom.
- 12:00** Escort kids to lunch.
- 1:30** Rehearsal resumes.
- ?** Escort to dinner.
- 6:45** Meet in Empire West Ballroom and depart on foot at 7:00 for Times Square and Top of the Rock. Dress Warmly!
- 10:00** Return to hotel with Field Specialist and Chaperones
- 10:30** Lights out.

Sunday, February 22, 2015

- 7:00** Escort to Breakfast
- 8:00-10:00** Rehearsal resumes.
- 10:00** Escort to lunch.
- 11:00** Band reports to the back lobby (ground floor) by the TVs of the hotel to board busses for Carnegie Hall. Finalists should be dressed for the performance and only bring their instruments and music, jacket. No bags. Water will be available at Carnegie.
- 11:15** Band board bus for Carnegie Hall.
- 12:15** Carnegie Hall – Band sound check.
- 2:00** Performance begins, featuring choir, band, orchestra.
- 4:45** Finalists board buses and return to hotel with Chaperones
- 5:30** Escort kids to dinner.
- 7:30** Meet in the 2nd floor lobby at the Sheraton and load buses for the finalist celebration.
- 8:30** celebrate a successful concert with dessert and dancing aboard a private yacht. Attire is casual and must be modest and appropriate (concert dress is ok).

12:30 Lights out.

Monday, February 23, 2015

7:00 Out to breakfast It is recommended that kids have bags packed prior to breakfast.

8:15 Meet in Lenox Ballroom (2nd floor) and depart on foot for morning touring. Dress warmly. If finalists choose not to participate, a family member must check out the student with the chaperone prior to 8:15. This will officially check out the finalist for the remainder of the program.

11:45 Finalists and chaperones return to hotel.

12:00 Hotel checkout

1:00 Farewell to Finalists. Hotel Check-out and parent pick-ups begin at 2nd floor lobby. Airport shuttles run from 1:00-4:00 Finalists must check out with their chaperone and ride their scheduled shuttle. Report to the back lobby by the TVs 10 minutes before scheduled time.

4:00 Last shuttle departs for JFK, and the Honors Program Desk closes. If you encounter any flight problems, please contact our on-tour team at 1-800-727-8692

6:00 Board flight for home, arriving at Sacramento 12:30 am Tuesday morning.

TOTAL COST of \$4,400 has been raised through Friends of Music and donations.

COLUSA UNIFIED SCHOOL DISTRICT		WARRANTS TO BE RELEASED JANUARY 23, 2015			BATCH 26
REF #	VENDOR	AMOUNT	FUND	LOC	DESCRIPTION
709	CLOSE LUMBER	\$ 65.10	01	CHS	AG SHOP SUPPLIES
722	COLUSA COUNTY ELECTIONS DEPT.	\$ 10,030.24	01	DO	NOVEMBER ELECTION
710	COLUSA USD CAFETERIA FUND	\$ 30.00	01	CHS	COOKIES FOR MEETING
710	COLUSA USD CAFETERIA FUND	\$ 30.00	01	EMS	ASES SNACKS
RC68	CUSD EMER FD-LEASA HILL	\$ 109.98	01	DO	REIMBURSE FOR SUPPLIES PURCHASED
RC68	CUSD EMER FD-CONNIE ADAN	\$ 399.49	01	EMS	FUNDRAISER
RC68	CUSD EMER FD-MARIE CRITCHFIELD	\$ 174.50	01	CHS	REIMBURSE FOR SUPPLIES PURCHASED
RC68	CUSD EMER FD-CMEA-NS	\$ 942.00	01	CHS	MUSIC ENTRY FEES FOR STUDENTS
RC68	CUSD EMER FD-CHP	\$ 12.00	01	MOT	BUS DRIVER LICENSE FEE
RC68	CUSD EMER FD-OROVILLE HS	\$ 600.00	01	SPORTS	ENTRY FEES
715	CREATIVE BUS SALES	\$ 761.58	01	MOT	BUS REPAIR SUPPLIES
717	DAVIES OIL	\$ 2,493.31	01	MOT	FUEL FOR VEHICLES
720	DAWSON WREATH BARN	\$ 1,376.00	01	EMS	FUNDRAISER
718	HARPER'S AUTO REPAIR	\$ 968.54	01	MOT	VEHICLE REPAIR
707	HERFF JONES	\$ 9.65	01	HMS	DIPLOMA
705	ROCHELLE LAIRD	\$ 1,150.50	01	MOT	BUS DRIVER TRAINING FEE
716	MCCUMBERS GLASS	\$ 2,346.73	01	MOT	REPLACE DOORS
721	MERIDIAN DIESEL	\$ 490.00	01	MOT	BUS INSPECTION
723	PG&E	\$ 26,080.75	01	ALL	ELECTRIC BILLING
719	PLEASANT AIR CO	\$ 830.65	01	MOT	MAINTENANCE SUPPLIES
714	BARBARA REECE	\$ 42.58	01	EMS	REIMBURSE FOR SUPPLIES PURCHASED
713	US BANK EQUIPMENT FINANCE	\$ 2,101.63	01	ALL	COPIER LEASES
RC65	US BANK CAL CARD VISA	\$ 37,067.58	01	ALL	AS PER ATTACHED
	GENERAL FUND 01	\$ 88,112.81			
RC67	CUSD EMER FD-LEASA HILL	\$ 94.96	13	CAFÉ	REIMBURSE FOR SUPPLIES PURCHASED
RC67	CUSD EMER FD-DONNA MAHORNEY	\$ 18.55	13	CAFÉ	REIMBURSE FOR SUPPLIES PURCHASED
RC67	CUSD EMER FD-CSNA	\$ 55.00	13	CAFÉ	MEMBERSHIP
RC64	US BANK CAL CARD VISA	\$ 887.09	13	CAFÉ	AS PER ATTACHED
	CAFETERIA FUND 13	\$ 1,055.60			
711	DIV OF STATE ARCHITECT	\$ 1,198.40	25	DEVFEE	FINAL FEES FOR BPS PORTABLE
708	GOV FINANCIAL STRATEGIES	\$ 843.75	25	DEVFEE	FINANCIAL CONSULTING FEES
	CAPITAL FACILITIES FUND 25	\$ 2,042.15			
706	SHERRIE BLAKESLEE	\$ 700.00	95	CHS	FFA ANIMALS
RC66	CUSD EMER FD-GENERATIONS	\$ 134.38	95	CHS	SHIRTS
RC66	CUSD EMER FD-TIM WALSH	\$ 172.00	95	CHS	REIMBURSE FOR SUPPLIES PURCHASED
RC66	CUSD EMER FD-KIM ROPER	\$ 264.65	95	CHS	REIMBURSE FOR SUPPLIES PURCHASED
RC66	CUSD EMER FD-AMY MANVILLE	\$ 200.00	95	CHS	REFUND YEARBOOK FEES
RC66	CUSD EMER FD-ANDREA THOMAS	\$ 55.13	95	CHS	REIMBURSE FOR SUPPLIES PURCHASED
RC66	CUSD EMER FD-ALISHA KAYE	\$ 30.49	95	EMS	REIMBURSE FOR SUPPLIES PURCHASED
RC63	US BANK CAL CARD VISA	\$ 4,851.54	95	CHS	AS PER ATTACHED
	STUDENT BODY FUND 95	\$ 6,408.19			
	TOTAL ACCOUNTS PAYABLE	\$ 97,618.75			

US BANK CALCARD VISA

Sheryl Parker

FD01-RC65 FD13-RC64 FD95-RC63

19-Jan	ZENNI OPTICAL	\$44.85	\$44.85			GLASSES FOR NEEDY STUDENT
15-Jan	ZENNI OPTICAL	\$69.85	\$69.85			GLASSES FOR NEEDY STUDENT
16-Jan	ADVANCED DOCUMENT CONC	\$2,193.65	\$2,193.65			MAINTENANCE AGREEMENT ALL SITES
16-Jan	MTB WELDING SUPPLY, INC.	\$63.00	\$63.00			CHS WELDING SUPPLIES
15-Jan	IN *CLIMATE CONTROL, INC.	\$420.00	\$420.00			MOT HVAC REPAIR
15-Jan	HILLYARD INC SACRAMENTO	\$7,828.93	\$7,828.93			MOT CUSTODIAL SUPPLIES
15-Jan	MESSICK ACE HARDWARE	\$1,158.29	\$1,158.29			MOT MAINTENANCE SUPPLIES
15-Jan	CREATIVE MATHEMATI	\$225.00	\$225.00			OLL REGISRTATION FEES FOR WORKSHOP
15-Jan	CREATIVE MATHEMATI	\$225.00	\$225.00			OLL REGISRTATION FEES FOR WORKSHOP
12-Jan	EARTHGRAINS A/R	\$ 130.57		\$ 130.57		CAFET FOOD
12-Jan	EARTHGRAINS A/R	\$ 172.62		\$ 172.62		CAFET FOOD
12-Jan	EARTHGRAINS A/R	\$ 145.23		\$ 145.23		CAFET FOOD
8-Jan	SCHOOL HEALTH CORP	\$ 213.91	\$ 213.91			NURSING SUPPLIES
7-Jan	RECOLOGY BUTTE COLUSA	\$ 1,285.25	\$ 1,285.25			GARBAGE SERVICES
7-Jan	RECOLOGY BUTTE COLUSA	\$ 571.22	\$ 571.22			GARBAGE SERVICES
7-Jan	RECOLOGY BUTTE COLUSA	\$ 571.22	\$ 571.22			GARBAGE SERVICES
7-Jan	RECOLOGY BUTTE COLUSA	\$ 139.68	\$ 139.68			GARBAGE SERVICES
7-Jan	NASN	\$ 210.00	\$ 210.00			NURSING MEMBERSHIP FEE
2-Jan	STAPLES 00102863	\$ 36.84	\$ 36.84			DO OFFICE SUPPLIES
30-Dec	CDW GOVERNMENT	\$ 533.80	\$ 533.80			EMS TECH SUPPLIES
30-Dec	CDW GOVERNMENT	\$ 44.48	\$ 44.48			EMS TECH SUPPLIES
26-Dec	CDW GOVERNMENT	\$ 444.84	\$ 444.84			EMS TECH SUPPLIES
24-Dec	USPS.COM CLICK66100611	\$ 18.11	\$ 18.11			DO POSTAGE
23-Dec	SCHOOL SERVICES OF CALIFO	\$ 195.00	\$ 195.00			DO WORKSHOP REGISTRATION FEE

Leasa Hill

8-Jan	WAL-MART #2044	\$ 33.34		\$ 33.34		CAFET FOOD
8-Jan	C&C SMART FOOD51705655	\$ 173.89		\$ 173.89		CAFÉ SUPPLIES
8-Jan	C&C SMART FOOD51705655	\$ 96.53		\$ 96.53		CAFÉ SUPPLIES
29-Dec	THEWASSERSTROMCOMPANY	\$ 134.91		\$ 134.91		CAFÉ SUPPLIES

Jeremy Miller

19-Jan	CDW GOVERNMENT	\$50.96	\$50.96			TECH SUPPLIES
12-Jan	RLI*RENAISSANCE LEARN	\$ 298.13	\$ 298.13			EMS SCANNER FOR TECH
12-Jan	CDW GOVERNMENT	\$ 4,745.06	\$ 4,745.06			PROJECTORS FOR CHS (CRAF WILL PAY)
8-Jan	QUILL CORPORATION	\$ 82.21	\$ 82.21			TECH SUPPLIES

Rosemary Hicks

15-Jan	HMCO *BOOKS	\$9,860.92	\$9,860.92			BPS TEXTBOOKS
8-Jan	SAV-MOR FOODS	\$ 5.55	\$ 5.55			BPS SUPPLIES

Zeba Hone

24-Dec	LMP*DAVERAMSEY LAMPOGR	\$ (165.97)	\$ (165.97)			HSM RETURN BOOKS
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Nick Schantz

14-Jan	CLASSROOM TECHNOLOGY SO	\$594.00	\$594.00			PROJECTOR MOUNTS FOR CLASSROOMS
16-Jan	PLATT ELECTRIC 082	\$343.38	\$343.38			MOT MAINTENANCE SUPPLIES
14-Jan	PLATT ELECTRIC 082	\$247.72	\$247.72			MOT MAINTENANCE SUPPLIES
14-Jan	PLATT ELECTRIC 082	\$82.17	\$82.17			MOT MAINTENANCE SUPPLIES
14-Jan	PLATT ELECTRIC 082	\$399.47	\$399.47			MOT MAINTENANCE SUPPLIES
13-Jan	AMAZON MKTPLACE PMTS	\$ 107.82	\$ 107.82			MOT MAINTENANCE SUPPLIES
13-Jan	EQUICROSS	\$ 169.54	\$ 169.54			MOT MAINTENANCE SUPPLIES
5-Jan	LOWES #01933*	\$ 151.95	\$ 151.95			MOT MAINTENANCE SUPPLIES
31-Dec	LOWES #01933*	\$ 386.03	\$ 386.03			MOT MAINTENANCE SUPPLIES
29-Dec	THE HOME DEPOT 1019	\$ 265.30	\$ 265.30			MOT MAINTENANCE SUPPLIES
13-Jan	PLATT ELECTRIC 082	\$ 540.12	\$ 540.12			MOT MAINTENANCE SUPPLIES
6-Jan	PLATT ELECTRIC 082	\$ 302.34	\$ 302.34			MOT MAINTENANCE SUPPLIES
29-Dec	PLATT ELECTRIC 082	\$ 176.55	\$ 176.55			MOT MAINTENANCE SUPPLIES

Jody Johnston

12-Jan	SSI*SCHOOL SPECIALTY	\$ 77.67	\$ 77.67			EMS SUPPLIES
6-Jan	FOLLETT SCHOOL SOLUTIONS	\$ 30.28	\$ 30.28			EMS SUPPLIES

Dwayne Newman

14-Jan	CHKMATE*INSTANTCHECKMATE	\$59.16	\$59.16			BACKGROUND CHECK SUSCRPTION
7-Jan	CSO RESEARCH INC	\$ 200.00	\$ 200.00			RECRUITMENT FAIR REGISTRATION FEE

Jim LaGrone

9-Jan	FREDPRYOR CAREERTRACK	\$ 159.00	\$ 159.00			MOT CONERENCE REGISTRATION FEE
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Darren Brown

19-Jan	BYU CONTINUING ED2	\$140.00	\$140.00			CHS ONLINE CLASS FEE
19-Jan	NBA*SACRAMENTO KINGS	\$4,700.00			\$4,700.00	CHS ASB BASKETBALL TICKET FUNDRIASER
15-Jan	OFFICE DEPOT 1135	\$42.51	\$42.51			CHS SUPPLIES
15-Jan	OFFICE DEPOT 1135	\$131.13	\$131.13			CHS SUPPLIES
15-Jan	AMAZON MKTPLACE PMTS	\$32.74			\$32.74	CHS SUPPLIES
14-Jan	AMAZON MKTPLACE PMTS	\$32.99			\$32.99	CHS SUPPLIES
14-Jan	QUILL CORPORATION	\$5.79	\$5.79			CHS SUPPLIES
14-Jan	QUILL CORPORATION	\$727.62	\$727.62			CHS SUPPLIES
13-Jan	PAYPAL *WACKYBUTTON	\$ 85.81			\$ 85.81	CHS ASB SUPPLIES
9-Jan	SUBWAY 00108084	\$ 40.58	\$ 40.58			CHS LUNCH MEETING
8-Jan	BIO RAD* VIBROWN01/05/1	\$ 147.77	\$ 147.77			CHS SCIENCE SUPPLIES
7-Jan	KORNEY BOARD INC	\$ 169.90	\$ 169.90			CHS WORKSHOP REGISTRATIONN FEE

\$ 42,806.21 \$ 37,067.58 \$ 887.09 \$ 4,851.54

COLUSA UNIFIED SCHOOL DISTRICT		WARRANTS TO BE RELEASED JANUARY 30, 2015			BATCH 27
REF #	VENDOR	AMOUNT	FUND	LOC	DESCRIPTION
732	AMADOR STAGELINES	\$ 4,506.56	01	CHS	ESA CHARTER BUS TO YOSEMITE
746	AMERICAN CHRISTIAN ACADEMY	\$ 350.00	01	SPORTS	BASEBALL ENTRY FEE
742	BAXTER AUTO PARTS	\$ 513.49	01	MOT	VEHICLE REPAIR/MAINTENANCE SUPPLIES
739	BUTTE SAND TRUCKING	\$ 221.60	01	MOT	MAINTENANCE SUPPLIES
736	CVT	\$ 100,606.70	01	DO	FEBRUARY PREMIUMS
731	CHEVRON & TEXACO	\$ 144.66	01	MOT	FUEL FOR VEHICLES
726	CUSD CAFETERIA FUND	\$ 19.00	01	DO	DELAC MEETING SNACKS
RC70	CUSD EMERGENCY FUND-US BANK CALCARD VISA	\$ 4,383.30	01	ALL	SEE ATTACHED
738	HARPER'S AUTO	\$ 1,451.75	01	MOT	VEHICLE REPAIR
743	HERFF JONES	\$ 11.80	01	HMS	DIPLOMA
733	ZEBBA HONE	\$ 10.00	01	DO	REIMBURSE MEAL AT WORKSHOP
729	JODY JOHNSTON	\$ 184.00	01	EMS	REIMBURSE MILEAGE TO WORKSHOPS
749	LILA LEMENAGER	\$ 16.09	01	BPS	REIMBURSE FOR SUPPLIES PURCHASED
737	MERIDIAN DIESEL	\$ 1,798.96	01	MOT	BUS REPAIR
730	NORTH WOODWINDS	\$ 529.86	01	CHS	MUSICAL INSTRUMENT REPAIR
735	KIM OLSON	\$ 375.14	01	CHS	REIMBURSE FOR SUPPLIES PURCHASED
734	PROQUEST	\$ 703.00	01	CHS	LIBRARY ONLINE SUBSCRIPTION
740	SPORTSMEN DEN	\$ 1,547.87	01	SPORTS	FOOTBALL SUPPLIES
728	STAN'S ELECTRIC	\$ 726.94	01	MOT	MAINTENANCE REPAIR
744	STANDARD INSURANCE	\$ 1,689.35	01	DO	INCOME PROTECTION PREMIUMS
725	SUTTER COUNTY SCHOOLS	\$ 2,865.00	01	BPS	CONSULTANT FOR COMMON CORE INSTRUCTION
724	TCSIG	\$ 300.00	01	DO	LIABILITY COVERAGE FOR AUX ORGANIZATIONS
748	MELISSA WILLIAMSON	\$ 73.80	01	BPS	REIMBURSE FOR SUPPLIES PURCHASED
	GENERAL FUND 01	\$ 123,028.87			
741	LEASA HILL	\$ 240.93	13	CAFÉ	REIMBURSE MILEAGE
	CAFETERIA FUND 13	\$ 240.93			
	CAPITAL FACILITIES FUND 25	\$ -			
RC69	CUSD EMERGENCY FUND-US BANK CALCARD VISA	\$ 110.00	95	CHS	ASB SUPPLIES
727	LCMS AWARDS	\$ 125.78	95	CHS	AWARDS
747	MARYSVILLE HIGH SCHOOL	\$ 275.00	95	CHS	BASKETBALL ENTRY FEE
745Q	SUTTER UNION HIGH SCHOOL	\$ 250.00	95	CHS	BASEBALL ENTRY FEE
750	US AWARDS	\$ 10.92	95	CHS	AWARDS
	STUDENT BODY FUND 95	\$ 771.70			
	TOTAL ACCOUNTS PAYABLE	\$ 124,041.50			

Colusa USD Emergency Fund - US BANK CALCARD VISA - Check 4943

Sheryl Parker

FD01-RC70 FD95-RC69

15-Jan	ALL METALS SUPPLY INC	\$356.15	\$356.15		CHS AG SHOP SUPPLIES
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Mike Phenicie

21-Jan	INKJETSUPERSTORE.COM	\$100.83	\$100.83		FOM MUSIC SUPPLIES
21-Jan	STAPLES 00102863	\$193.48	\$193.48		FOM MUSIC SUPPLIES

Jody Johnston

19-Jan	ACE PRKING PS #3109	\$24.00	\$24.00		PARKING FOR WORKSHOP
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Darren Brown

22-Jan	QUILL CORPORATION	\$32.88	\$32.88		CHS SUPPLIES
22-Jan	QUILL CORPORATION	\$19.34	\$19.34		CHS SUPPLIES
22-Jan	QUILL CORPORATION	\$255.40	\$255.40		CHS SUPPLIES
21-Jan	PAYPAL *PLAYDEAD	\$110.00		\$110.00	DRAMA CLUB PLAY
21-Jan	BIO RAD*	\$571.80	\$571.80		CHS SCIENCE SUPPLIES
19-Jan	ENLOE MEDICAL CENTER GIFT	\$23.11	\$23.11		CHS SUPPLIES

Jeremy Miller

21-Jan	CDW GOVERNMENT	\$403.13	\$403.13		TECH SUPPLIES
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Rosemary Hicks

22-Jan	PLAYPOWER LT FARMINGTON	\$1,627.55	\$1,627.55		BPS PE SUPPLIES
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Zeba Hone

21-Jan	WALGREENS #7433	\$1.60	\$1.60		DO OFFICE SUPPLIES
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Nick Schantz

21-Jan	LOWES #01933*	\$577.60	\$577.60		MOT MAINTENANCE SUPPLIES
21-Jan	PLATT ELECTRIC 082	\$330.43	\$330.43		MOT MAINTENANCE SUPPLIES

Jim LaGrone

22-Jan	FREDPRYOR CAREERTRACK	(\$134.00)	(\$134.00)		REFUND ON CANCELED WORKSHOP
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\$4,493.30 \$4,383.30 \$110.00