



**YOLO COUNTY BOARD OF EDUCATION REGULAR
BOARD MEETING**

06/23/2020 03:30 PM

Yolo County Office of Education

ZOOM MEETING

Open Session - 3:30 PM

AGENDA

The Yolo County Office of Education's vision is to be a *model of excellence in educational service, innovation, and impact.*

BOARD MEMBERS

Carol Souza Cole, President
Matt Taylor, Vice President
Melissa Moreno
Shelton Yip
Tico Zendejas

In compliance with Executive Orders N-29-20 and N-35-20 issued by Governor Newsom on March 12 and March 21, 2020 respectively, the June 23, 2020 Yolo County Board of Education Regular Meeting will be conducted through Zoom Video Conferencing.

In compliance with the Executive Order, Board Members, interested parties, and members of the public will be able to call into the meeting at 3:30 p.m. on Tuesday, June 23, 2020.

The Zoom video link number for connecting to the meeting is:

OPTION 1: COMPUTER: Using a computer or Mobile Phone:

Click this link (this is the easiest and fastest): <https://ycoe.zoom.us/j/629237358?pwd=aGVCMtB4SINGOG9aYVNfSHVjVEVRQT09>

Join Zoom Meeting Here: <https://zoom.us/join>

...and enter Meeting ID: 629 237 358 Password (If using Computer or Mobile Phone Zoom App): countymtg

OPTION 2: PHONE: Using a traditional phone or cell phone:

Dial by Phone: +1 669 900 6833 Meeting ID: 629 237 358

Password: 820450

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The public will have access to the Yolo County Board of Education meeting through Zoom Teleconferencing

(information to access meeting is on the agenda).

For those individuals who wish to make a make a public comment, please do so in the following manner:

Zoom meeting chat feature.


or

online by google form:




<https://docs.google.com/forms/d/e/1FAIpQLScxyl6GvazAzBA7nUY174MngxFpGGilkd6Jo2AiX5kQjiKuhg/viewform>

A moderator for the meeting will read your comments for the record.

Comments may not exceed three (3) minutes.

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These items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion unless a Trustee or citizen requests that an item(s) be removed for discussion and separate consideration. In that case the designated item(s) will be considered following approval of the remaining items:	
Approval of Minutes:	
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b. May 27, 2020 Special Meeting	
c. June 9, 2020 Special Meeting	
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The Board is being asked to take action on Resolution #19-20/47: A Resolution Denouncing Racism and White Supremacy, and Supporting Equity, Wellbeing and the Safety of Black People and #BlackLivesMatter.	
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That the Board take the following action: (1) adopt the 2020-2021 final Yolo County Office of Education's Budget as presented on June 9, 2020. (incorporating the information provided under the background section).	
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It is staff's recommendation that the board approves this item.	
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Our recommendation is to approve this item conditionally, pending approval from the School Site Councils at our schools once we are able to resume in-person meetings.	
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d. Policy Council Meeting Agenda - this is a standing report to the Board	
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AGENDA PACKETS ARE AVAILABLE FOR REVIEW AT THE FOLLOWING LOCATIONS:

- For disability related accommodations, please contact the Yolo County Office of Education - Superintendent's office at (530) 668-3702, at least three (3) working days prior to the scheduled meeting.
- For translation services, if joining the meeting via Zoom, please check the box to Enable Language Interpretation for the meeting.
- Four (4) calendar days prior to the meeting, a full Board packet is available for review on the Yolo County Office of Education website: www.ycoe.org

1. OPENING PROCEDURES

1. 1. Call to Order and Roll Call

1. 2. Pledge of Allegiance

1. 3. Approval of Agenda

Recommendation

Motion to Approve Agenda.

1. 4. Public Comment

Quick Summary / Abstract

The public will have access to the Yolo County Board of Education meeting through Zoom Teleconferencing (information to access meeting is on the agenda).

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or

online by google form:

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A moderator for the meeting will read your comments for the record.

Comments may not exceed three (3) minutes.

2. REPORTS

2. 1. Board Member(s)/Superintendent/Superintendent's Advisory Team/Committee(s)

Quick Summary / Abstract

- a. Board Reports
- b. Superintendent
- c. Superintendent's Advisory Team
- d. Committees

Recommendation

For Information.

2. 2. Associations (This Item provides an opportunity for YEA/CSEA/AFSCME representatives to address the Board and public

3. CONSENT AGENDA

Quick Summary / Abstract

These items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion unless a Trustee or citizen requests that an item(s) be removed for discussion and separate consideration. In that case the designated item(s) will be considered following approval of the remaining items:

Approval of Minutes:

- a. May 12, 2020 Regular Meeting
- b. May 27, 2020 Special Meeting
- c. June 9, 2020 Special Meeting
- d. Temporary County Certificates (May 2020)

Supporting Documents

 [5-12-20 Draft Minutes.pdf](#)

 [05-27-20 Board Retreat Agenda.pdf](#)

 [6-9-20 Draft Minutes.pdf](#)

 [TCC's May 2020 3 totals.pdf](#)

YOLO COUNTY BOARD OF EDUCATION
Regular Meeting: May 12, 2020
MINUTES

1.1 OPENING PROCEDURES

1.1 Call to Order and Roll Call. The Yolo County Board of Education met on May 12, 2020 at 3:33 p.m. in Regular session on a zoom conference call. Board Members present were: Melissa Moreno, Carol Souza Cole, Shelton Yip and Tico Zendejas. Matt Taylor was absent. Trustee Souza Cole presided. Superintendent Garth Lewis was present. (Roll Call held).

1.2 Pledge of Allegiance. The pledge of allegiance was conducted.

1.3 Approval of Agenda.

MOTION: Zendejas **SECOND:** Yip **AYES:** Zendejas, Yip, Moreno, Taylor, Souza Cole **NOES:** None **ABSENT:** None

1.4 Public Comment. None.

Trustee Matt Taylor arrived at 3:35 p.m

2.0 REPORTS

2.1 Board Member(s)/Superintendent/SAT/Committee(s).

a. Board Reports

Trustee Moreno

- *Working on the California Latino School Boards Association (CLSBA) Summit*
 - *Format will be face to face and video.*
 - *Dates will be May 28, June 4 and June 11.*
 - *Topics include diversifying the teacher, ethnic studies pipeline and digital access during COVID-19.*
 - *Please check CLSBA website for details.*
- *Attended Winters 2x2x3 meeting*
 - *Discussed what is happening in the Winters community and schools.*
 - *Update on Superintendent Cutler leaving Winters Joint USD and his transition out of the district.*
- *Attended a virtual meeting listening to Superintendent Don Saylor speak in Winters on updates on COVID-19 and the community resources for the food bank and farm to food boxes in the county.*
- *Attend training in Davis supported by Yolo Immigration Interfaith Network (YIIN) specifically serving immigrants in Yolo county and*

parents/non-parents and connecting them with community organizations and resources.

- *Discussed Albany school district resolution in support of ethnic studies curriculum.*
- *California Department of Education (CDE) postponed discussion on the ethnic studies curriculum and will postpone till fall.*

Trustee Yip

- *Congratulated Vice President Taylor on his new position as the Superintendent at River Charter Schools.*
- *Will be meeting with Assembly member Cecelia Aguiar-Curry, Senator Bill Dodd and other legislative members on the*
 - *Budget.*
 - *Reopening of schools.*
 - *STRS/PERS*
- *Thanked Superintendent Lewis for the weekly updates to board members.*
- *The California County Board of Education (CCBE) conference will possibly move forward as a hybrid conference – virtual and in-person attendance.*
- *The California School Boards Association’s (CSBA) Board of Directors meeting is this Sunday and the Delegate assembly will begin on Saturday.*
- *Participated in many different webinars from The California Department of Education (CDE), and other educational organizations discussing issues related to COVID-19, etc.*

Trustee Zendejas

- *Thanked staff for their hard work.*
- *Been very busy working on his non-profit with the community on services available during COVID-19.*

Trustee Taylor

- *Recently hired as Superintendent of River Charter Schools in Clarksburg (West Sacramento).*
- *Concerned about budget cuts.*
 - *Counties have important role in systems of support.*
- *Attended California County Boards of Education (CCBE) meetings regarding accountability systems and testing*
 - *CCBE conference has two (2) plans.*
 - *In person attendance.*
 - *Small groups to gather.*
 - *Virtual.*
 - *Ted talk style and smaller number of sessions.*
 - *Decision on CCBE conference should be made by June 2020.*

President Souza Cole congratulated Vice President Taylor on recently being hired as the Superintendent of River Charter Schools.

Trustee Souza Cole

- *Thanked staff for all their hard work done since March 16 when everything changed because of COVID-19.*
- *All meetings are currently virtual.*
 - *Staff, students and teachers miss the daily in person connection.*

b. Superintendent

- *Congratulated Vice President Taylor on recently being hired as Superintendent of River Charter Schools.*
 - *Attended virtual meeting where Vice President Taylor was appointed.*
- *Board continues to be focused as a support to Yolo county districts while navigating these challenging times.*
- *Status on implementation of distance learning.*
 - *Budget challenges*
 - *Shift from reactive of landscape towards a more proactive approach for future.*
 - *Prepare for multiple scenarios and outcomes.*
- *Thanked staff for unwavering commitment and support to students.*
- *Status on Special Education program.*
 - *Staff is looking forward to being in classroom with students.*
- *Acknowledged the Superintendent Advisory Team (SAT) for their hard work during this time.*
- *Discussed the launching of the Yolo County Schools Roadmap to Recovery Task Force that is co-sponsored with the Yolo County Health & Human Services, Department of Public Health.*
 - *Other partners involved include UC Davis, Woodland Community College and Yolo County school districts.*
 - *Focus of task force is to provide support and guidance related to the health and safety of schools' physical reopening.*
- *Introduced and acknowledged Anthony Volkar, Public Information Officer, YCOE for his hard work serving as communication liaison for YCOE.*
 - *Board appreciates the weekly summary sent every Friday.*

SAT

Dr. Carolynne Beno, Associate Superintendent, Educational Services will present on long distance learning later in the Board agenda.

Crissy Huey, Associate Superintendent, Administrative Services presented

The following items discussed:

Internal Business Office

- *Processing payroll and many other fiscal items.*

Support Operations Services (SOS)

- *Essential projects include Greengate school and the roof project.*
 - *Complete in three (3) weeks.*
- *Greengate playground next Monday.*
 - *Complete first or second week in August.*
 - *Looking forward to safety gates.*

Information Technology (IT)

- *Working with Educational Services.*
- *Staff working remotely*
 - *IT also working remotely and supporting districts.*

External Business Services

- *Working on May Revise.*
 - *Preparing for recession.*
 - *Working with districts.*
- *Veronica Moreno, Director, External Business has been meeting with the County of Yolo on cash deferrals in regards to the districts.*
 - *Support will be given to districts.*
 - *Upcoming meetings with the Chief Business Officials (CBO) to answer questions on cash borrowing.*
 - *Transparent as possible as questions arise.*

Trustee Taylor appreciated the information given at the recent facilities meeting.

- *Currently developing a budget*
 - *Projects were discussed with Superintendent Advisory Team (SAT) and included staffing needs, replacing vacancies, and salary benefits.*
 - *Working with staff on purchasing essential items and being very cautious.*
- *Governor's budget.*
 - *Discussed comments from Board on spending at this time for essential items only.*
 - *Salaries, benefits.*
 - *No plans to reduce positions.*
 - *Process for reserves used during times of crisis.*

Committees.

Executive Committee

- *Met to go over Board agenda for May 12, 2020.*

- Board Retreat date was discussed.

Facilities Committee

- Trustee Moreno stated it was a good meeting and is looking forward to receiving an update from Superintendent Lewis on a program that might be renting the Corazon Center space soon.

2.2 Associations.

None

3.0 CONSENT AGENDA

a. Approval of Minutes:

- April 14, 2020 Regular Meeting
- Temporary County Certificates (April and May 2020)

MOTION: Yip **SECOND:** Zendejas **AYES:** Yip, Zendejas, Moreno, Souza Cole, Taylor **NOES:** None **ABSENT:** None

4.0 ACTION ITEMS

4.1 Resolution #19-20/44: In Support of National Foster Care Month - June 2020

The Board took action to approve Resolution #19-20/44: In Support of National Foster Care Month - June 2020.

MOTION: Taylor **SECOND:** Yip **AYES:** Taylor, Yip, Moreno, Souza Cole, Zendejas **NOES:** None **ABSENT:** None

4.2 Resolution #19-20/45: In Support of Lesbian, Gay, Bisexual, Transgender and Queer Pride Month - June 2020.

The Board took action to approve Resolution #19-20/45: In Support of Lesbian, Gay, Bisexual, Transgender and Queer Pride Month - June 2020. Superintendent Lewis highlighted role in this resolution that every student feel safe in their identity.

MOTION: Moreno **SECOND:** Yip **AYES:** Moreno, Yip, Souza Cole, Taylor, Zendejas **NOES:** None **ABSENT:** None

4.3 Resolution #19-20/46: Ordering Board of Education Member Regular Election and Requesting the Boards of Supervisors of the Counties of Yolo, Solano and Sutter to Consolidate Elections with Regular Election Held on November 3, 2020

The Board took action to approve Resolution #19-20/46: Ordering Board of Education Member Regular Election and Requesting the Boards of Supervisors of the Counties of Yolo, Solano and Sutter to Consolidate Elections with Regular Election Held on November 3, 2020.

MOTION: Taylor **SECOND:** Yip **AYES:** Taylor, Yip, Moreno, Souza Cole, Zendejas **NOES:** None **ABSENT:** None

- 4.4 Second Reading of Board Policies
a. BP/SP 0450 - Comprehensive Safety Plan
b. BP/SP 6178 - Career Technical Education

Dr. Carolynne Beno, Associate Superintendent, Educational Services presented this item.

The Board took action to approve policies (a-b).

MOTION: Zendejas **SECOND:** Yip **AYES:** Zendejas, Yip, Moreno, Souza Cole, Taylor **NOES:** None **ABSENT:** None

The Superintendent hereby adopted the above policies (a-b) on this date.

Trustee Taylor asked if there will be revisions to the comprehensive safety plan due to COVID – 19 and reopening schools. Dr. Beno will keep this issue on her radar and will revisit this item in the future.

5.0 INFORMATION ITEMS

- 5.1 Declaration of Need for Fully Qualified Educators
Margie Valenzuela, Executive Director, Human Resources presented this item in the Board packet and responded to questions from the Board.

- 5.2 School Site Safety Plans
Dr. Carolynne Beno, Associate Superintendent, Educational Services and Jessica Burrone, Director, Special Education presented this item in the Board packet and responded to questions from the Board.

Items discussed included:

Greengate

- Parents’ concerns and considerations taken into account that include medications and health during evacuation.
- Student population with wheelchairs was reviewed.
 - Working with transportation on timing drills.
- Plan will be shared with incident command team.
- YCCP also involved.
 - Parent coffee socials.
 - Review safety plans with parents.
- GPS mapping.

Cesar Chavez

- Shelter in place reviewed.
 - Communicating with adult staff on plan.
 - Protocols with dismissal and after hours.
- YCCP overlap.

- Chavez kids who lead P.E. should lead also by example.
- Roll out of plan in fall so leaders can spend some time with staff to discuss what is expected in case of emergency.
 - Staff meetings.
 - Communication is also important with students who help at Greengate.
 - Trustee Yip commented on what if there was a component where first responders could teach kids first aid to lend help during an emergency.
 - Evacuation process
 - Loading kids on busses.
 - Self-esteem, etc.
 - School site committee

This item will come back at the June Regular meeting for Board approval.

- 5.3 Williams Quarterly Report on Yolo County Schools in Decile 1-3 Third Quarter
Deb Bruns, Director, Curriculum & Instruction, reported on this item and answered questions from Board.
- 5.4 Quarterly Report of Investments for Period Ending March 31, 2020
Debra Hinely, Director, Internal Business Office reported on this item and answered questions from the Board.
- 5.5 P-2 Attendance
Debra Hinely, Director, Internal Business Office reported on this item and answered questions from the Board.
- 5.6 2020-2021 Education Protection Account Spending Plan
Debra Hinely, Director, Internal Business Office reported on this item and answered questions from the Board. This item will come back to the June Regular meeting for Board approval.
- 5.7 First Reading of Board Policy – 6000 (Instruction) Series – 1 policy

BP/SP 6157 - Distance Learning

Dr.Carolynne Beno, Associate Superintendent, Educational Services, reviewed this item in the Board packet and responded to questions from the Board.

Background on policy was given to board including:

- Access to technology.
- Funding.
- Money used for chrome books, etc.
- Digital divide for families

This item will come back to the June Regular meeting for Board approval.

5.8 Plan for Implementing Distance Learning

Dr. Carolynne Beno, Associate Superintendent, Educational Services, reviewed the item in the Board packet and responded to questions from the Board.

Items discussed included:

- Teachers' innovations and perseverance in implementing distance learning.
- Mental health and well-being.
- Students and staff resilience during this incredibly difficult time.
- Directors and principals hard work.
- Special education conducting virtual IEP meetings.
- Summer school via distance learning.
- Supporting teachers and staff, families.
 - Lessons learned.
- Trustee Zendejas' work with local counties starts tomorrow.
- Cesar Chavez turning in work regularly.
 - Edgenuity and work space available for students to do work was discussed by Board.

Head Start program

- Packets for students/families.
 - Email family packets.
 - Some families have no access to email.
 - Staff utilizing mailings dependent on needs.
- Preparing for hybrid teaching for all schools.
 - Some parents will not send child to school with no vaccine.
 - Looking at programs locally for families with medically fragile students.
 - Transportation will need be discussed.
 - Handing out masks and equipment.

5.9 Board Retreat Update

The Board Retreat will be scheduled on Wednesday, May 27, 2020 from 9 a.m. to noon. Superintendent Lewis will confirm if the Board can meet in person with social distancing measures from the public health department. Trustee Moreno expressed concern on meeting in person during this time.

Trustee Moreno requested these items be discussed at the retreat: governance and leadership, self-evaluation and getting to know each board members' beliefs, visions and values and experiences. Trustee Taylor requested that if the Board had participated in any activities done in the past regarding discussions on leadership and governance to please share with executive committee.

5.10 Suggested Future Agenda Items

Trustee Souza Cole requested what the process would be on the formation of a CTE advisory Committee and who would need to participate.

Trustee Yip reminded Board about special board meeting on June 9 at 3:30 p.m. for the budget study session.

Trustee Souza Cole requested a facilities report at the June 23, 2020 Regular Board meeting.

6.0 ADJOURNMENT. The meeting adjourned at 5:45 p.m.

MOTION: Yip **SECOND:** Moreno **AYES:** Yip, Moreno, Souza Cole, Taylor, Zendejas **NOES:** None. **ABSENT:** None

Garth Lewis, Superintendent

/ys

YOLO COUNTY BOARD OF EDUCATION

Special Meeting – Board Retreat

May 27, 2020

9:00 a.m. – Noon

MINUTES

1. OPENING PROCEDURES

1.1 Call to Order and Roll Call. The Yolo County Board of Education met on May 27, 2020 at 9:04 a.m. in Special session on a zoom conference call. Board Members present were: Melissa Moreno, Carol Souza Cole, Shelton Yip and Tico Zendejas and Matt Taylor was absent. President Souza Cole presided. Superintendent Garth Lewis, Yvette Seibert, Executive Assistant, Dr. Carolynne Beno, Associate Superintendent, Educational Services and Crissy Huey, Associate Superintendent, Administrative Services was present. (Roll Call held).

1.2 Pledge of Allegiance. The pledge of allegiance was conducted.

1.3 Approval of Agenda.

MOTION: Yip **SECOND:** Zendejas **AYES:** Yip, Zendejas, Moreno, Taylor, Souza Cole **NOES:** None **ABSENT:** None

1.4 Public Comment. None.

2. BOARD RETREAT AGENDA

I. Board President Welcome

President Souza Cole welcomed everyone. A summary on self- evaluation for board members was discussed along with a summary of the California County Boards of Education (CCBE).

II. Effective Governance Conversations and Agreements

Each board and staff member described how and why they became involved in governance.

III. Discussion on leadership, communication and trust building

Inform leadership.

Board members discussed leadership and communication goals on the board and how they can improve and build for the future. Other items discussed included how the Board works with the county superintendent and office of education.

IV. Superintendent's Vision

Superintendent Garth Lewis' reviewed a PowerPoint presentation titled *2020 and Beyond..Our Vision, Our Work, Our Approach*, and responded to questions of the Board (copies can be found on file with the official records of this meeting). Items presented in the powerpoint included: Rethinking School with same mission but different conditions; Yolo County Office of Education (YCOE's) approach to collaboration, capacity building, continuous improvement and communication; Our Guiding Principle's and steps for identifying budget reductions; YCOE's goal and collaboration to ensure fiscal solvency; Yolo County Alternative Education Programs 2020-2021; Yolo County Career Prep Program; YCOE and Yolo County Probation; New program design for the Yolo County Career Prep Program's Core Elements; Yolo County Career Prep Program Core Values; Yolo County Career Prep Program Schedule; CTE Pathway Focus: Graphic Production Technologies; Semester 1 : Fall 2020 – Focus on Filmmaking, Fall 2020 Enrichment Projects, and Semester 2: Spring 2021 – Focus on Green Careers and additional options which include Barbering, Filmmaking level 2, water operations and landscape design.

Trustee Moreno commented on the garden program and asked to keep in mind the Native American educators who expressed interest and awareness for education in Yolo County that is Native American developed for students. She also requested that YCOE consider reconnecting with the Yocha dehe nation on the project based learning that was presented today.

Break at 10:42 am for 5 minutes.

Back at 10:48 a.m.

V. Meeting Norms (45 min)

- Change time of Regular Board meetings

Trustee Moreno expressed concern that the public can't make the current Board meeting time of 3:30 p.m. Board members discussed changing the time of the Regular Board meetings to 4:30 p.m. Staff also gave their opinion on the current meeting time.

The Board decided to place changing the time of the regular board meeting to 4:30 p.m. until December 2020 as an Action item on the June 23, 2020 Regular Board meeting. This item will be re-evaluated at the December 2020 Regular Board meeting. Items also discussed included student board representation and

changing the board bylaws to reflect leadership rotation with a right of refusal for serving as Vice President/President.

- Rotation of Board members for President and Vice President each year

This issue is not in the board bylaws. President Souza Cole feels strongly that the county board should rotate leadership similar to the Yolo County Board of Supervisors. The Board agreed that this process would be acceptable. Question from Vice President Taylor on resignation and what is the process of rotation and succession if the President resigns or moves. The Board Bylaws should be revised in future to reflect this change.

- Videotaping meetings

President Souza Cole would like to increase engagement and livestream/post the Board meetings on our website. The Board discussed this option and it was decided to look into the prospect of using YouTube for posting/livestreaming. We would also need to look into closed session meetings and how that would work with livestreaming.

- Board representation on the 3x2x2 meetings

Trustee Moreno has been attending as an individual/member of the public at the 3x2x2 meetings. Topic was discussed if there should be a Yolo County Board of Education representative that attends each meeting. President Souza Cole stated that it might be appropriate if the representative was from Woodland and if one of the trustees was interested. Trustee Zendejas asked what would a county board's role be with the meeting. Superintendent Lewis described the need and role. Currently Superintendent Lewis only attends the Woodland meeting. He also stated that it was possible to try it for a year and see if there is true value for board member representation. Traditionally, attendance at the meeting has included involvement from the school district, Woodland Community College and the county. Superintendent Lewis will request that each board member be added to the distribution list for agendas and they can attend as a community member if desired. Board seemed to agree with this option. Trustee Taylor added that if a Board member attends they are attending as the public and not as a representative of the Board.

VI. When and How the Board conducts a Self-Evaluation – Sample tools

President Souza Cole stated that a CCBE self-evaluation will be emailed to each Board member. The survey can be opened tomorrow and will be open for a week. The Board will review at another meeting and discuss the roles and responsibilities with summation. Superintendent Lewis can also participate in the survey.

VII. Future Agenda Items (10 min)

- Questions
- Concerns
- Other

Dr. Beno discussed graduations and invitations will be emailed to Board members soon.

Trustee Moreno requested an update on how families are doing with access to food, health and information during distance learning. Superintendent Lewis and Dr. Beno gave an update on the situation. Additional information will be shared in the Friday updates to the Board as it becomes available.

Other items discussed included: meals served, district plans for summer meal service efforts and coordination with food bank supporting families, issues with connectivity, and access to devices along with the health of families.

Trustee Moreno reminded board members that they were invited to the California Latino School Boards Association virtual events in May and June 2020. Yvette Seibert will forward the invitations to the Board.

Future agenda items.

Trustee Taylor would like to discuss when to conduct in person board meetings. He would prefer to meet on June 9 in person. Superintendent Lewis will discuss this issue with the Yolo County Public Health Department and get back to the President and Vice President on this issue.

Trustee Moreno also asked if Superintendent Lewis could ask the Yolo County Health Director about meeting room ventilation/air flow with COVID 19 along with wearing masks during meetings.

Superintendent Lewis reminded Board to turn in form 700 on June 1, 2020.

VIII. Adjournment – 12:01 p.m.

MOTION: Taylor **SECOND:** Moreno **AYES:** Taylor, Moreno, Souza Cole, Yip, Zendejas **NOES:** None **ABSENT:** None

YOLO COUNTY BOARD OF EDUCATION
Special Meeting: June 9, 2020
MINUTES

1.1 OPENING PROCEDURES

1.1 Call to Order and Roll Call. The Yolo County Board of Education met on June 9, 2020 at 3:32 p.m. in Special session on a zoom conference call. Board Members present were: Carol Souza Cole, Matt Taylor, Melissa Moreno, Shelton Yip and Tico Zendejas. President Souza Cole presided. Superintendent Garth Lewis was present. (Roll Call held).

1.2 Pledge of Allegiance. The pledge of allegiance was conducted.

1.3 Approval of Agenda.

MOTION: Zendejas **SECOND:** Taylor **AYES:** Zendejas, Taylor, Moreno, Souza Cole, Yip **NOES:** None **ABSENT:** None

1.4 Public Comment. None.

2.0 THE YOLO COUNTY SUPERINTENDENT OF SCHOOLS WILL CONDUCT A PUBLIC HEARING TO RECEIVE COMMENTS FROM PARENTS, TEACHERS, MEMBERS OF THE COMMUNITY, AND BARGAINING UNIT LEADERS REGARDING THE PROPOSED 2020-2021 BUDGET FOR THE YOLO COUNTY OFFICE OF EDUCATION

The Public hearing was opened at 3:34 p.m. and closed at 3:35 p.m.

Superintendent Garth Lewis acknowledged the work of staff during these unusual circumstances and praised their work for keeping the day to day operations moving.

3.0 INFORMATION ITEMS

3.1 Proposed 2020-2021 Budget for the Yolo County Office of Education
Crissy Huey, Associate Superintendent, Administrative Services and Debra Hinely, Director, Internal Business Office, reviewed the PowerPoint presentation titled *Yolo County Office of Education Making History 2020*, and responded to questions of the Board (copies can be found on file with the official records of this meeting).

Items discussed included: Making History 2020 – Message to YCOE Board and Staff; Economic Effects of COVID19; California Revenues and Rainy Day Funds; Will there be a revised Budget; Deferrals - Here We Go Again; 2020-2021 Annual Budget – Overview of Annual Budget Process; Major Assumptions Impacting YCOE; What does the 2020-21 LCFF Funding Factors Mean for YCOE; Special Education; Additional Assumptions Impacting YCOE; CalSTRS and CalPERS Future Rate Implications; Revenue; Expenditures; Revenue/Expenditures Net Change; Components of 2020-2021 Ending Fund Balance; 2020-2021 Annual

Budget & MYP; YCOE ADA History 2008/2009 thru 2020/2021; Multi-Year Projections – Budget Assumptions; Changes to the 2020-21 LCAP.

Trustee Zendejas requested the current number of vacant positions for YCOE and the total amount for those positions. Ms. Huey will follow-up and send to the Board which vacancies are on hold at this time.

The 2020-21 Budget will come back to the Board for approval at the June 23, 2020 Regular Board meeting.

3.2 COVID-19 Operations Written Report

Micah Studer, Executive Director, Equity and Support Services reviewed the COVID-19 Operations Report in the Board packet and responded to questions from the Board. This item will return to the Board for approval at the June 23, 2020 Regular Board meeting.

The Local Control Accountability Plan (LCAP) for 2020-21 will be approved in December 2020.

Crissy Huey, Associate Superintendent, Administrative Services reviewed the YCOE Office Procedures and Protocols for returning to work that were communicated to staff. Margie Valenzuela, Executive Director, Human Resources also discussed employee rights, high risk and counseling opportunities for staff.

Trustee Moreno would like to follow up on her question to the Yolo County Health Director about the meeting room ventilation/air flow with COVID 19. Superintendent Lewis will get back to her soon on this issue.

4.0 ADJOURNMENT. The meeting adjourned at 5:12 p.m.

MOTION: Yip **SECOND:** Moreno **AYES:** Yip, Moreno, Souza Cole, Taylor, Zendejas **NOES:** None. **ABSENT:** None

Garth Lewis, Superintendent

/ys

YOLO COUNTY OFFICE OF EDUCATION
 TEMPORARY COUNTY CERTIFICATES
 FOR DISTRICTS

May 2020

Davis Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Esparto Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Washington Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Winters Joint Unified School District

Applicant Name	Type of Credential/Permit/Certificate

Woodland Joint Unified School District


Applicant Name	Type of Credential/Permit/Certificate
Savannah Smith	Emergency CLAD

Yolo County Office of Education

Applicant Name	Type of Credential/Permit/Certificate
Nicole Richardson	30-Day Substitute Permit
Maria Prieto-Mendez	CD Teacher Permit

Total TCC's for the Month of May 2020: 3

4. ACTION ITEMS

4. 1. Resolution #19-20/47: A Resolution Denouncing Racism and White Supremacy, and Supporting Equity, Wellbeing and the Safety of Black People and #BlackLivesMatter 

Recommendation

The Board is being asked to take action on Resolution #19-20/47: A Resolution Denouncing Racism and White Supremacy, and Supporting Equity, Wellbeing and the Safety of Black People and #BlackLivesMatter.

Supporting Documents

 [Resolution Denouncing Racism and White Supremacy and Supporting Equity Wellbeing and Saf...](#)

Contact Person

Superintendent Garth Lewis will present this resolution to the Board for action.



**Yolo County Board of Education and
Yolo County Superintendent of Schools**

Resolution #19-20/47

**A Resolution Denouncing Racism and White Supremacy, and Supporting
Equity, Wellbeing and the Safety of Black People and #BlackLivesMatter**

WHEREAS, since our nation’s inception, institutional and structural racism and injustice, namely the malignancy and toxicity that is white supremacy, have led to deepening racial disparities across all sectors of society and have lasting negative consequences for our communities, cities, and nation, robbing countless lives and futures of people of color in the process; and

WHEREAS, historically, when Black people have fought for a more democratic society, the lives of all people have improved and, conversely, each time barriers to Black people’s potential and humanity have been erected, our whole society has suffered; and

WHEREAS, on May 25, 2020, George Floyd, a Black resident of Minneapolis, Minnesota, was murdered in police custody after a police officer knelt on Mr. Floyd’s neck for eight minutes and forty-six seconds while Mr. Floyd was handcuffed, lying face down, pleading that he couldn’t breathe; and

WHEREAS, the continued and unacceptable loss of Black lives, such as George Floyd, Breonna Taylor, Ahmaud Arbery, Tony McDade, Nina Pop, and so many others call upon us to be visible in our outrage and, more importantly, in our resolve to work for change; and

WHEREAS, police use of excessive and militarized force, particularly against Black people, are among the most serious ongoing human rights and civil liberties violations in the United States and have led to a decrease in public safety and the exacerbation of structural inequities; and

WHEREAS, our public schools are facilitators of the limitless growth potential of all people, with the charge to instill in our youth a belief that every person deserves to live with dignity, be valued for their humanity, and be treated ethically; and

WHEREAS, it is essential to teach the experiences, honor the history, and highlight the contributions of Black people through Ethnic Studies, while ensuring that every Black person has the social, economic, and political power to thrive; and

WHEREAS, stating that #BlackLivesMatter does not negate our commitment to all members of our community, but rather elevates the importance of the lives of Black people, whose lives have historically been oppressed by our society, by white supremacy, and affirming that their lives, specifically, matter; and

WHEREAS, the COVID-19 pandemic has taken a disproportionate physical, mental, and financial toll on Black, Brown and Indigenous communities; and

WHEREAS, Black community members continue to experience microaggressions, racial profiling, hate incidents, and racial bias in all systems and institutions that they encounter, including our school district; and

WHEREAS, discrimination, bias and racist incidents against Black, Brown, and Indigenous students harm them mentally, physically, and academically; and

WHEREAS, we believe that silence and inaction by individuals and institutions perpetuate injustice, bias, and racism;

NOW, THEREFORE, BE IT RESOLVED that, the Yolo County Board of Education stands firmly against bigotry, prejudice, discrimination and inequity in all forms, both institutional and individual;

As protests surge in our local community and beyond, the Yolo County Board of Education wishes to affirm its commitment to the wellbeing and safety of Black community members and let them know they are not alone and that our district stands in solidarity with them and their struggle for justice;

1. The Yolo County Board of Education denounces discrimination, racism, and sentiments against Black people. We will not tolerate racist treatment of any members of our community, and we will speak out against racism and systemic oppression in our society to help stop the spread of bigotry.
2. The Yolo County Board of Education joins cities, counties, and states across the country in affirming its commitment to the safety and wellbeing of our Black community and in combating hate crimes and biases in our government systems.
3. The Yolo County Board of Education will increase its efforts to provide a safe and welcoming school environment for all students, working with the County of Yolo, community non-profits, and other government agencies.
4. The Yolo County Board of Education will confront the biases in our own school districts and actively engage in the challenging work of dismantling the problematic practices that are limiting the opportunities for our Black, Brown and Indigenous students.

BE IT FURTHER RESOLVED, that the Yolo County Board of Education proudly declares that Black Lives Matter and the Yolo County Board of Education joins the movement to fight for freedom, liberation, and justice for the Black community; and

BE IT FURTHER RESOLVED, that the Yolo County Board of Education is committed to providing safe spaces for discussions on race and injustice, including the work of the Black Lives Matter Global Network; and

BE IT FURTHER RESOLVED, that the Yolo County Board of Education is committed to restorative justice practices, implicit bias training, Ethnic Studies, and resources that foster dialogue around the guiding principles of #BlackLivesMatter; and

FINALLY, BE IT RESOLVED, that the Yolo County Board of Education will work tirelessly and collaboratively with staff, students, and families to dismantle institutionalized racism in our society and school districts.

PASSED AND ADOPTED this 23rd day of June 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Carol Souza Cole, President
Yolo County Board of Education

Garth Lewis
Yolo County Superintendent of Schools

4. 2. 2020-2021 Budget Adoption for Yolo County Office of Education

Description

Debra Hinely, Director, Internal Business Services will present this item.

At the 06-09-2020 Special Board Meeting, the proposed 2020-2021 Yolo County Office of Education Budget was reviewed in detail. As indicated during the presentation, the budget projects an Ending Fund Balance of \$7,433,129.22 . Proposed changes are not known at this time, as the budget was presented for information on June 9th.

After the Governor's Budget is updated and a determination of additional funding sources are made, an update will be given at a future Board meeting and adjustments will be made with the First Interim Report.

The Standards and Criteria indicate this budget conforms to State requirements and that YCOE maintains the required 3% reserve.

If you have any questions, please contact Debra Hinely (530-668-3728) or Crissy Huey (530-668-3722) prior to the Board meeting.

Recommendation

That the Board take the following action: (1) adopt the 2020-2021 final Yolo County Office of Education's Budget as presented on June 9, 2020. (incorporating the information provided under the background section).

Supporting Documents



[2020-2021 Final Yolo County Office of Education Budget.pdf](#)

Contact Person

Debra Hinely, Director Internal Business Services will present this item.

ANNUAL BUDGET REPORT:
July 1, 2020 Budget Adoption

This budget was developed using the state-adopted Criteria and Standards. It includes the expenditures necessary to implement the Local Control and Accountability Plan (LCAP) or annual update to the LCAP that will be effective for the budget year. The budget was filed and adopted subsequent to a public hearing by the County Board of Education pursuant to Education Code sections 1620, 1622, 33129, 52066, 52067, and 52068.

Public Hearing: _____ Adoption Date: June 23, 2020

Place: www.ycoe.org Signed: _____
Date: June 09, 2020 Clerk/Secretary of the County Board
Time: 3:30 PM (Original signature required)

Contact person for additional information on the budget reports:

Name: Debra Hinely
Title: Director Internal Business Services
Telephone: 530-668-3728
E-mail: debra.hinely@ycoe.org

To update our mailing database, please complete the following:

Superintendent's Name: Garth Lewis
Chief Business Official's Name: Crissy Huey
CBO's Title: Assoc. Superintendent Admin. Services
CBO's Telephone: 530-668-3722

Criteria and Standards Review Summary

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

CRITERIA AND STANDARDS			Met	Not Met
1a	Average Daily Attendance (ADA) - County Operations Grant	Projected County Operations Grant ADA has not been overestimated by more than the standard for the first prior fiscal year, or two or more of the previous three fiscal years.	X	
1b	ADA - County Programs	Projected ADA for county programs has not exceeded the standard for the budget and two subsequent fiscal years.		X

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Local Control Funding Formula (LCFF) Revenue	Projected change in LCFF revenue is within the standard for the budget and two subsequent fiscal years.		X
3	Salaries and Benefits	Projected total salaries and benefits are within the standard for the budget and two subsequent fiscal years.		X
4a	Other Revenues	Projected operating revenues (e.g., federal, other state, and other local) are within the standard for the budget and two subsequent fiscal years.	X	
4b	Other Expenditures	Projected expenditures (e.g., books and supplies, and services and other operating) are within the standard for the budget and two subsequent fiscal years.		X
5	Ongoing and Major Maintenance Account	If applicable, required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account) is included in the budget.	n/a	
6	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard for two or more of the last three fiscal years.		X
7	Fund Balance	Unrestricted county school service fund beginning balance has not been overestimated by more than the standard for two or more of the last three fiscal years.	X	
8	Reserves	Projected available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the budget and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Are there known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Exps.	Are there ongoing county school service fund expenditures in excess of one percent of the total county school service fund expenditures that are funded with one-time resources?	X	
S3	Using Ongoing Revenues to Fund One-time Exps.	Are there large non-recurring county school service fund expenditures that are funded with ongoing county school service fund revenues?	X	
S4	Contingent Revenues	Are any projected revenues for the budget or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the county school service fund to cover operating deficits, changed by more than the standard for the budget or two subsequent fiscal years?		X

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the county office have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the budget or two subsequent fiscal years increased over prior year's (2019-20) annual payment?		X
S7a	Postemployment Benefits Other than Pensions	Does the county office provide postemployment benefits other than pensions (OPEB)?		X
		• If yes, are they lifetime benefits?	X	
		• If yes, do benefits continue beyond age 65?	X	
		• If yes, are benefits funded by pay-as-you-go?		X
S7b	Other Self-insurance Benefits	Does the county office provide other self-insurance benefits (e.g., workers' compensation)?		X
S8	Status of Labor Agreements	Are salary and benefit negotiations still open for:		X
		• Certificated? (Section S8A, Line 1)		X
		• Classified? (Section S8B, Line 1)	n/a	
S9	Local Control and Accountability Plan (LCAP)	• Did or will the county office of education's governing board adopt an LCAP or an update to the LCAP effective for the budget year?		X
		• Adoption date of the LCAP or an update to the LCAP:	Not Applicable	
S10	LCAP Expenditures	Does the county office of education's budget include the expenditures necessary to implement the LCAP or annual update to the LCAP as described in the Local Control and Accountability Plan and Annual Update Template?	X	

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the county office will end the budget year with a negative cash balance in the county school service fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?		X
A3	Declining ADA	Is County Operations Grant ADA decreasing in both the prior fiscal year and budget year?	X	
A4	New Charter Schools Impacting County Office ADA	Are any new charter schools operating in county boundaries that are impacting the county office's ADA, either in the prior fiscal year or budget year?	X	
A5	Salary Increases Exceed COLA	Has the county office entered into a bargaining agreement where any of the budget or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	
A6	Uncapped Health Benefits	Does the county office provide uncapped (100% employer paid) health benefits for current or retired employees?	X	

ADDITIONAL FISCAL INDICATORS (continued)			No	Yes
A7	Fiscal Distress Reports	Does the county office have any reports that indicate fiscal distress? If yes, provide copies to the CDE.	X	
A8	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	

ANNUAL CERTIFICATION REGARDING SELF-INSURED WORKERS' COMPENSATION CLAIMS

Pursuant to EC Section 42141, if a county office of education is self-insured for workers' compensation claims, the county superintendent of schools annually shall provide information to the governing board of the county board of education regarding the estimated accrued but unfunded cost of those claims. The county board of education annually shall certify to the Superintendent of Public Instruction the amount of money, if any, that has been reserved in the budget of the county office of education for the cost of those claims.

To the Superintendent of Public Instruction:

() Our county office of education is self-insured for workers' compensation claims as defined in Education Code Section 42141(a):

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

() This county office of education is self-insured for workers' compensation claims through a JPA, and offers the following information:
NVSIG - North Valley Schools Insurance Group

() This county office of education is not self-insured for workers' compensation claims.

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

Date of Meeting: Jun 23, 2020

For additional information on this certification, please contact:

Name: Debra Hinely
Title: Director Internal Business Services
Telephone: 530-668-3728
E-mail: debra.hinely@ycoe.org

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
A. REVENUES									
1) LCFF Sources		8010-8099	5,169,274.00	6,177,989.00	11,347,263.00	5,137,228.00	6,137,943.00	11,275,171.00	-0.6%
2) Federal Revenue		8100-8299	0.00	5,034,390.00	5,034,390.00	0.00	4,917,722.00	4,917,722.00	-2.3%
3) Other State Revenue		8300-8599	85,218.00	3,489,758.00	3,574,976.00	42,314.00	2,875,491.00	2,917,805.00	-18.4%
4) Other Local Revenue		8600-8799	1,873,337.00	4,844,800.00	6,718,137.00	1,348,685.00	5,649,190.00	6,997,875.00	4.2%
5) TOTAL, REVENUES			7,127,829.00	19,546,937.00	26,674,766.00	6,528,227.00	19,580,346.00	26,108,573.00	-2.1%
B. EXPENDITURES									
1) Certificated Salaries		1000-1999	1,395,569.00	5,451,853.00	6,847,422.00	1,052,944.00	5,359,616.00	6,412,560.00	-6.4%
2) Classified Salaries		2000-2999	3,435,194.00	3,781,585.00	7,216,779.00	3,418,805.00	4,028,174.00	7,446,979.00	3.2%
3) Employee Benefits		3000-3999	1,853,431.00	4,435,350.00	6,288,781.00	1,848,257.00	5,071,904.00	6,920,161.00	10.0%
4) Books and Supplies		4000-4999	474,270.00	797,293.00	1,271,563.00	391,174.00	475,300.00	866,474.00	-31.9%
5) Services and Other Operating Expenditures		5000-5999	2,597,824.00	4,608,600.93	7,206,424.93	1,045,582.00	3,424,172.00	4,469,754.00	-38.0%
6) Capital Outlay		6000-6999	1,484,398.00	246,877.00	1,731,275.00	123,016.00	0.00	123,016.00	-92.9%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	8,750.00	0.00	8,750.00	0.00	0.00	0.00	-100.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(1,556,363.00)	1,219,429.00	(336,934.00)	(1,620,222.00)	1,292,919.00	(327,303.00)	-2.9%
9) TOTAL, EXPENDITURES			9,693,073.00	20,540,987.93	30,234,060.93	6,259,556.00	19,652,085.00	25,911,641.00	-14.3%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(2,565,244.00)	(994,050.93)	(3,559,294.93)	268,671.00	(71,739.00)	196,932.00	-105.5%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	279,340.00	0.00	279,340.00	196,932.00	0.00	196,932.00	-29.5%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	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	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(279,340.00)	0.00	(279,340.00)	(196,932.00)	0.00	(196,932.00)	-29.5%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(2,844,584.00)	(994,050.93)	(3,838,634.93)	71,739.00	(71,739.00)	0.00	-100.0%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	9,143,791.05	2,127,973.10	11,271,764.15	6,299,207.05	1,133,922.17	7,433,129.22	-34.1%
b) Audit Adjustments		9793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			9,143,791.05	2,127,973.10	11,271,764.15	6,299,207.05	1,133,922.17	7,433,129.22	-34.1%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			9,143,791.05	2,127,973.10	11,271,764.15	6,299,207.05	1,133,922.17	7,433,129.22	-34.1%
2) Ending Balance, June 30 (E + F1e)			6,299,207.05	1,133,922.17	7,433,129.22	6,370,946.05	1,062,183.17	7,433,129.22	0.0%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Items		9713	142,273.05	0.00	142,273.05	0.00	0.00	0.00	-100.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	1,133,923.44	1,133,923.44	0.00	1,062,184.44	1,062,184.44	-6.3%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments		9780	5,241,434.00	0.00	5,241,434.00	5,587,446.05	0.00	5,587,446.05	6.6%
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	915,500.00	0.00	915,500.00	783,500.00	0.00	783,500.00	-14.4%
Unassigned/Unappropriated Amount		9790	0.00	(1.27)	(1.27)	0.00	(1.27)	(1.27)	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
G. ASSETS									
1) Cash									
a) in County Treasury		9110	14,765,624.83	(4,409,888.29)	10,355,736.54				
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00	0.00	0.00				
b) in Banks		9120	500.00	0.00	500.00				
c) in Revolving Cash Account		9130	0.00	0.00	0.00				
d) with Fiscal Agent/Trustee		9135	0.00	0.00	0.00				
e) Collections Awaiting Deposit		9140	0.00	0.00	0.00				
2) Investments		9150	0.00	0.00	0.00				
3) Accounts Receivable		9200	(8,883.35)	28,042.00	19,158.65				
4) Due from Grantor Government		9290	0.00	0.00	0.00				
5) Due from Other Funds		9310	10,828.49	0.00	10,828.49				
6) Stores		9320	0.00	0.00	0.00				
7) Prepaid Expenditures		9330	142,273.05	0.00	142,273.05				
8) Other Current Assets		9340	0.00	0.00	0.00				
9) TOTAL, ASSETS			14,910,343.02	(4,381,846.29)	10,528,496.73				
H. DEFERRED OUTFLOWS OF RESOURCES									
1) Deferred Outflows of Resources		9490	0.00	0.00	0.00				
2) TOTAL, DEFERRED OUTFLOWS			0.00	0.00	0.00				
I. LIABILITIES									
1) Accounts Payable		9500	97,707.96	18,574.89	116,282.85				
2) Due to Grantor Governments		9590	0.00	0.00	0.00				
3) Due to Other Funds		9610	24.75	(10,568.96)	(10,544.21)				
4) Current Loans		9640	0.00	0.00	0.00				
5) Unearned Revenue		9650	0.00	0.00	0.00				
6) TOTAL, LIABILITIES			97,732.71	8,005.93	105,738.64				
J. DEFERRED INFLOWS OF RESOURCES									
1) Deferred Inflows of Resources		9690	0.00	0.00	0.00				
2) TOTAL, DEFERRED INFLOWS			0.00	0.00	0.00				
K. FUND EQUITY									
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			14,812,610.31	(4,389,852.22)	10,422,758.09				

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
LCFF SOURCES									
Principal Apportionment									
State Aid - Current Year		8011	2,518,847.00	0.00	2,518,847.00	2,312,984.00	0.00	2,312,984.00	-8.2%
Education Protection Account State Aid - Current Year		8012	790,310.00	0.00	790,310.00	865,307.00	0.00	865,307.00	9.5%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions									
Homeowners' Exemptions		8021	57,342.00	0.00	57,342.00	59,401.00	0.00	59,401.00	3.6%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	3,817.00	0.00	3,817.00	3,000.00	0.00	3,000.00	-21.4%
County & District Taxes									
Secured Roll Taxes		8041	6,926,815.00	0.00	6,926,815.00	7,134,265.00	0.00	7,134,265.00	3.0%
Unsecured Roll Taxes		8042	305,057.00	0.00	305,057.00	319,056.00	0.00	319,056.00	4.6%
Prior Years' Taxes		8043	1,441.00	0.00	1,441.00	1,766.00	0.00	1,766.00	22.6%
Supplemental Taxes		8044	151,551.00	0.00	151,551.00	169,500.00	0.00	169,500.00	11.8%
Education Revenue Augmentation Fund (ERAF)		8045	61,774.00	0.00	61,774.00	79,628.00	0.00	79,628.00	28.9%
Community Redevelopment Funds (SB 617/699/1992)		8047	705,309.00	0.00	705,309.00	502,011.00	0.00	502,011.00	-28.8%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Receipt from Co. Board of Sups.		8070	0.00	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	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	3,253.00	0.00	3,253.00	New
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			11,522,263.00	0.00	11,522,263.00	11,450,171.00	0.00	11,450,171.00	-0.6%
LCFF Transfers									
Unrestricted LCFF Transfers - Current Year	0000	8091	615,310.00		615,310.00	690,307.00		690,307.00	12.2%
All Other LCFF Transfers - Current Year	All Other	8091	(790,310.00)	0.00	(790,310.00)	(865,307.00)	0.00	(865,307.00)	9.5%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	(6,177,989.00)	6,177,989.00	0.00	(6,137,943.00)	6,137,943.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			5,169,274.00	6,177,989.00	11,347,263.00	5,137,228.00	6,137,943.00	11,275,171.00	-0.6%
FEDERAL REVENUE									
Maintenance and Operations		8110	0.00	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	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	111,569.00	111,569.00	0.00	95,649.00	95,649.00	-14.3%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	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	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	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	0.00	0.0%
Title I, Part A, Basic	3010	8290		204,218.00	204,218.00		185,304.00	185,304.00	-9.3%
Title I, Part D, Local Delinquent Programs	3025	8290		114,664.00	114,664.00		105,832.00	105,832.00	-7.7%
Title II, Part A, Supporting Effective Instruction	4035	8290		8,011.00	8,011.00		0.00	0.00	-100.0%
Title III, Part A, Immigrant Student Program	4201	8290		0.00	0.00		0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Title III, Part A, English Learner Program	4203	8290		7,052.00	7,052.00		7,052.00	7,052.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290		0.00	0.00		0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3182, 3183, 3185, 4037, 4050, 4123, 4124, 4126, 4127, 4128, 4204, 5510, 5630	8290		356,151.00	356,151.00		234,445.00	234,445.00	-34.2%
Career and Technical Education	3500-3599	8290		0.00	0.00		0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	4,232,725.00	4,232,725.00	0.00	4,289,440.00	4,289,440.00	1.3%
TOTAL, FEDERAL REVENUE			0.00	5,034,390.00	5,034,390.00	0.00	4,917,722.00	4,917,722.00	-2.3%
OTHER STATE REVENUE									
Other State Apportionments									
ROC/P Entitlement Prior Years	6360	8319		0.00	0.00		0.00	0.00	0.0%
Special Education Master Plan Current Year	6500	8311		689,764.00	689,764.00		811,435.00	811,435.00	17.6%
Prior Years	6500	8319		0.00	0.00		0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	617,699.00	617,699.00	0.00	617,699.00	617,699.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	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	0.00	0.0%
Mandated Costs Reimbursements		8550	41,584.00	0.00	41,584.00	0.00	0.00	0.00	-100.0%
Lottery - Unrestricted and Instructional Materials		8560	34,014.00	11,939.00	45,953.00	33,239.00	11,731.00	44,970.00	-2.1%
Tax Relief Subventions Restricted Levies - Other									
Homeowners' Exemptions		8575	0.00	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	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590		0.00	0.00		0.00	0.00	0.0%
Charter School Facility Grant	6030	8590		0.00	0.00		0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6680, 6685, 6690, 6695	8590		309,036.00	309,036.00		94,046.00	94,046.00	-69.6%
California Clean Energy Jobs Act	6230	8590		0.00	0.00		0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590		490,731.00	490,731.00		99,345.00	99,345.00	-79.8%
American Indian Early Childhood Education	7210	8590		0.00	0.00		0.00	0.00	0.0%
Specialized Secondary	7370	8590		0.00	0.00		0.00	0.00	0.0%
Quality Education Investment Act	7400	8590		0.00	0.00		0.00	0.00	0.0%
All Other State Revenue	All Other	8590	9,620.00	1,370,589.00	1,380,209.00	9,075.00	1,241,235.00	1,250,310.00	-9.4%
TOTAL, OTHER STATE REVENUE			85,218.00	3,489,758.00	3,574,976.00	42,314.00	2,875,491.00	2,917,805.00	-18.4%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (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	0.00	0.0%
Unsecured Roll		8616	0.00	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	0.00	0.0%
Supplemental Taxes		8618	0.00	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	0.00	0.0%
Other		8622	0.00	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	0.00	0.0%
Penalties and Interest from									
Delinquent Non-LCFF									
Taxes		8629	0.00	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	0.00	0.0%
Sale of Publications		8632	0.00	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	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	15,300.00	0.00	15,300.00	159,374.00	0.00	159,374.00	941.7%
Interest		8660	65,000.00	0.00	65,000.00	65,000.00	0.00	65,000.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	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	0.00	0.0%
Non-Resident Students		8672	0.00	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	0.00	0.0%
Interagency Services		8677	0.00	966,524.00	966,524.00	0.00	729,539.00	729,539.00	-24.5%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	997,939.00	108,271.00	1,106,210.00	1,088,811.00	75,000.00	1,163,811.00	5.2%
Other Local Revenue Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	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	0.00	0.0%
All Other Local Revenue		8699	707,842.00	135,666.00	843,508.00	35,500.00	72,474.00	107,974.00	-87.2%
Tuition		8710	87,256.00	3,634,339.00	3,721,595.00	0.00	4,772,177.00	4,772,177.00	28.2%
All Other Transfers In		8781-8783	0.00	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	0.0%
From County Offices	6500	8792		0.00	0.00		0.00	0.00	0.0%
From JPAs	6500	8793		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	0.0%
From County Offices	6360	8792		0.00	0.00		0.00	0.00	0.0%
From JPAs	6360	8793		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	0.00	0.0%
From County Offices	All Other	8792	0.00	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	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,873,337.00	4,844,800.00	6,718,137.00	1,348,685.00	5,649,190.00	6,997,875.00	4.2%
TOTAL, REVENUES			7,127,829.00	19,546,937.00	26,674,766.00	6,528,227.00	19,580,346.00	26,108,573.00	-2.1%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
CERTIFICATED SALARIES									
Certificated Teachers' Salaries		1100	487,387.00	3,184,140.00	3,671,527.00	303,996.00	3,338,215.00	3,642,211.00	-0.8%
Certificated Pupil Support Salaries		1200	19,874.00	873,142.00	893,016.00	19,953.00	844,906.00	864,859.00	-3.2%
Certificated Supervisors' and Administrators' Salaries		1300	886,455.00	1,298,176.00	2,184,631.00	728,995.00	1,091,121.00	1,820,116.00	-16.7%
Other Certificated Salaries		1900	1,853.00	96,395.00	98,248.00	0.00	85,374.00	85,374.00	-13.1%
TOTAL, CERTIFICATED SALARIES			1,395,569.00	5,451,853.00	6,847,422.00	1,052,944.00	5,359,616.00	6,412,560.00	-6.4%
CLASSIFIED SALARIES									
Classified Instructional Salaries		2100	133,045.00	2,089,909.00	2,222,954.00	19,577.00	2,334,699.00	2,354,276.00	5.9%
Classified Support Salaries		2200	332,978.00	818,385.00	1,151,363.00	376,375.00	979,799.00	1,356,174.00	17.8%
Classified Supervisors' and Administrators' Salaries		2300	1,050,935.00	330,648.00	1,381,583.00	1,127,936.00	283,234.00	1,411,170.00	2.1%
Clerical, Technical and Office Salaries		2400	1,917,486.00	432,567.00	2,350,053.00	1,894,917.00	342,103.00	2,237,020.00	-4.8%
Other Classified Salaries		2900	750.00	110,076.00	110,826.00	0.00	88,339.00	88,339.00	-20.3%
TOTAL, CLASSIFIED SALARIES			3,435,194.00	3,781,585.00	7,216,779.00	3,418,805.00	4,028,174.00	7,446,979.00	3.2%
EMPLOYEE BENEFITS									
STRS		3101-3102	226,903.00	1,411,845.00	1,638,748.00	179,500.00	1,404,831.00	1,584,331.00	-3.3%
PERS		3201-3202	693,812.00	1,207,865.00	1,901,677.00	718,031.00	1,304,398.00	2,022,429.00	6.3%
OASDI/Medicare/Alternative		3301-3302	284,985.00	385,745.00	670,730.00	276,473.00	411,931.00	688,404.00	2.6%
Health and Welfare Benefits		3401-3402	433,109.00	1,040,152.00	1,473,261.00	481,995.00	1,563,659.00	2,045,654.00	38.9%
Unemployment Insurance		3501-3502	2,425.00	4,631.00	7,056.00	2,260.00	4,680.00	6,940.00	-1.6%
Workers' Compensation		3601-3602	129,984.00	246,623.00	376,607.00	111,808.00	233,124.00	344,932.00	-8.4%
OPEB, Allocated		3701-3702	82,213.00	138,489.00	220,702.00	78,190.00	149,281.00	227,471.00	3.1%
OPEB, Active Employees		3751-3752	0.00	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	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			1,853,431.00	4,435,350.00	6,288,781.00	1,848,257.00	5,071,904.00	6,920,161.00	10.0%
BOOKS AND SUPPLIES									
Approved Textbooks and Core Curricula Materials		4100	16,058.00	0.00	16,058.00	0.00	0.00	0.00	-100.0%
Books and Other Reference Materials		4200	1,666.00	20,289.00	21,955.00	266.00	20,289.00	20,555.00	-6.4%
Materials and Supplies		4300	342,300.00	528,199.00	870,499.00	298,656.00	340,831.00	639,487.00	-26.5%
Noncapitalized Equipment		4400	114,246.00	244,769.00	359,015.00	92,252.00	100,180.00	192,432.00	-46.4%
Food		4700	0.00	4,036.00	4,036.00	0.00	14,000.00	14,000.00	246.9%
TOTAL, BOOKS AND SUPPLIES			474,270.00	797,293.00	1,271,563.00	391,174.00	475,300.00	866,474.00	-31.9%
SERVICES AND OTHER OPERATING EXPENDITURES									
Subagreements for Services		5100	80,750.00	1,002,031.00	1,082,781.00	71,000.00	736,424.00	807,424.00	-25.4%
Travel and Conferences		5200	190,658.00	242,976.00	433,634.00	149,293.00	223,875.00	373,168.00	-13.9%
Dues and Memberships		5300	55,788.00	7,719.00	63,507.00	49,728.00	7,719.00	57,447.00	-9.5%
Insurance		5400 - 5450	109,130.00	12,687.00	121,817.00	120,718.00	16,740.00	137,458.00	12.8%
Operations and Housekeeping Services		5500	363,630.00	3,173.00	366,803.00	325,467.00	3,173.00	328,640.00	-10.4%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	436,989.00	13,354.00	450,343.00	308,557.00	16,972.00	325,529.00	-27.7%
Transfers of Direct Costs		5710	(955,863.00)	955,863.00	0.00	(1,112,681.00)	1,112,681.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(171,894.00)	0.00	(171,894.00)	(145,440.00)	0.00	(145,440.00)	-15.4%
Professional/Consulting Services and Operating Expenditures		5800	2,335,631.00	2,345,055.93	4,680,686.93	1,173,973.00	1,279,946.00	2,453,919.00	-47.6%
Communications		5900	153,005.00	25,742.00	178,747.00	104,967.00	26,642.00	131,609.00	-26.4%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			2,597,824.00	4,608,600.93	7,206,424.93	1,045,582.00	3,424,172.00	4,469,754.00	-38.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
CAPITAL OUTLAY									
Land		6100	0.00	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	0.00	0.0%
Buildings and Improvements of Buildings		6200	1,337,291.00	49,725.00	1,387,016.00	56,916.00	0.00	56,916.00	-95.9%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	147,107.00	197,152.00	344,259.00	66,100.00	0.00	66,100.00	-80.8%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			1,484,398.00	246,877.00	1,731,275.00	123,016.00	0.00	123,016.00	-92.9%
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	0.00	0.0%
State Special Schools		7130	0.00	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	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues									
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	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	0.00	0.0%
Special Education SELPA Transfers of Apportionments									
To Districts or Charter Schools	6500	7221		0.00	0.00		0.00	0.00	0.0%
To County Offices	6500	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6500	7223		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	0.0%
To County Offices	6360	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6360	7223		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	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	8,750.00	0.00	8,750.00	0.00	0.00	0.00	-100.0%
Debt Service									
Debt Service - Interest		7438	0.00	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	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			8,750.00	0.00	8,750.00	0.00	0.00	0.00	-100.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS									
Transfers of Indirect Costs		7310	(1,219,429.00)	1,219,429.00	0.00	(1,292,919.00)	1,292,919.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	(336,934.00)	0.00	(336,934.00)	(327,303.00)	0.00	(327,303.00)	-2.9%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(1,556,363.00)	1,219,429.00	(336,934.00)	(1,620,222.00)	1,292,919.00	(327,303.00)	-2.9%
TOTAL, EXPENDITURES			9,693,073.00	20,540,987.93	30,234,060.93	6,259,556.00	19,652,085.00	25,911,641.00	-14.3%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
INTERFUND TRANSFERS									
INTERFUND TRANSFERS IN									
From: Special Reserve Fund		8912	0.00	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	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	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	0.00	0.0%
To: Special Reserve Fund		7612	0.00	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	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	279,340.00	0.00	279,340.00	196,932.00	0.00	196,932.00	-29.5%
(b) TOTAL, INTERFUND TRANSFERS OUT			279,340.00	0.00	279,340.00	196,932.00	0.00	196,932.00	-29.5%
OTHER SOURCES/USES									
SOURCES									
State Apportionments									
Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds									
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources									
County School Bldg Aid		8961	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	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	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	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	0.00	0.0%
All Other Financing Sources		8979	0.00	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	0.00	0.0%
USES									
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	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	0.00	0.0%
(d) TOTAL, USES			0.00	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	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	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	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			(279,340.00)	0.00	(279,340.00)	(196,932.00)	0.00	(196,932.00)	-29.5%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
A. REVENUES									
1) LCFF Sources		8010-8099	5,169,274.00	6,177,989.00	11,347,263.00	5,137,228.00	6,137,943.00	11,275,171.00	-0.6%
2) Federal Revenue		8100-8299	0.00	5,034,390.00	5,034,390.00	0.00	4,917,722.00	4,917,722.00	-2.3%
3) Other State Revenue		8300-8599	85,218.00	3,489,758.00	3,574,976.00	42,314.00	2,875,491.00	2,917,805.00	-18.4%
4) Other Local Revenue		8600-8799	1,873,337.00	4,844,800.00	6,718,137.00	1,348,685.00	5,649,190.00	6,997,875.00	4.2%
5) TOTAL REVENUES			7,127,829.00	19,546,937.00	26,674,766.00	6,528,227.00	19,580,346.00	26,108,573.00	-2.1%
B. EXPENDITURES (Objects 1000-7999)									
1) Instruction	1000-1999		1,279,619.00	9,359,423.00	10,639,042.00	560,828.00	9,568,627.00	10,129,455.00	-4.8%
2) Instruction - Related Services	2000-2999		2,351,431.00	4,252,400.00	6,603,831.00	1,472,870.00	3,461,386.00	4,934,256.00	-25.3%
3) Pupil Services	3000-3999		57,483.00	4,591,428.93	4,648,911.93	58,406.00	4,146,351.00	4,204,757.00	-9.6%
4) Ancillary Services	4000-4999		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
5) Community Services	5000-5999		11,859.00	0.00	11,859.00	11,859.00	0.00	11,859.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
7) General Administration	7000-7999		3,906,728.00	1,400,229.00	5,306,957.00	3,557,968.00	1,474,261.00	5,032,229.00	-5.2%
8) Plant Services	8000-8999		2,077,203.00	937,507.00	3,014,710.00	597,625.00	1,001,460.00	1,599,085.00	-47.0%
9) Other Outgo	9000-9999	Except 7600-7699	8,750.00	0.00	8,750.00	0.00	0.00	0.00	-100.0%
10) TOTAL EXPENDITURES			9,693,073.00	20,540,987.93	30,234,060.93	6,259,556.00	19,652,085.00	25,911,641.00	-14.3%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(2,565,244.00)	(994,050.93)	(3,559,294.93)	268,671.00	(71,739.00)	196,932.00	-105.5%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	279,340.00	0.00	279,340.00	196,932.00	0.00	196,932.00	-29.5%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	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	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			(279,340.00)	0.00	(279,340.00)	(196,932.00)	0.00	(196,932.00)	-29.5%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(2,844,584.00)	(994,050.93)	(3,838,634.93)	71,739.00	(71,739.00)	0.00	-100.0%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited	9791		9,143,791.05	2,127,973.10	11,271,764.15	6,299,207.05	1,133,922.17	7,433,129.22	-34.1%
b) Audit Adjustments	9793		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			9,143,791.05	2,127,973.10	11,271,764.15	6,299,207.05	1,133,922.17	7,433,129.22	-34.1%
d) Other Restatements	9795		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			9,143,791.05	2,127,973.10	11,271,764.15	6,299,207.05	1,133,922.17	7,433,129.22	-34.1%
2) Ending Balance, June 30 (E + F1e)			6,299,207.05	1,133,922.17	7,433,129.22	6,370,946.05	1,062,183.17	7,433,129.22	0.0%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash	9711		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Stores	9712		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Items	9713		142,273.05	0.00	142,273.05	0.00	0.00	0.00	-100.0%
All Others	9719		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted	9740		0.00	1,133,923.44	1,133,923.44	0.00	1,062,184.44	1,062,184.44	-6.3%
c) Committed									
Stabilization Arrangements	9750		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments (by Resource/Object)	9760		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments (by Resource/Object)	9780		5,241,434.00	0.00	5,241,434.00	5,587,446.05	0.00	5,587,446.05	6.6%
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties	9789		915,500.00	0.00	915,500.00	783,500.00	0.00	783,500.00	-14.4%
Unassigned/Unappropriated Amount	9790		0.00	(1.27)	(1.27)	0.00	(1.27)	(1.27)	0.0%

Resource	Description	2019-20 Estimated Actuals	2020-21 Budget
4123	ESSA: Title IV, 21st Century Community Learning Centers Technical	0.06	0.06
5640	Medi-Cal Billing Option	0.28	0.28
6300	Lottery: Instructional Materials	0.16	0.16
6387	Career Technical Education Incentive Grant Program	34,781.00	0.00
6388	Strong Workforce Program	89,495.00	89,495.00
6500	Special Education	380,899.55	380,899.55
7366	Supplementary Programs: Foster Youth Services Countywide and Ju	0.07	0.07
7510	Low-Performing Students Block Grant	65.58	65.58
9010	Other Restricted Local	628,681.74	591,723.74
Total, Restricted Balance		<u>1,133,923.44</u>	<u>1,062,184.44</u>

YOLO COUNTY OFFICE OF EDUCATION
COMPONENTS OF ENDING FUND BALANCE
2019/2020 Estimated Unaudited Actuals

	2018-2019 Unaudited Actuals October 15, 2019	2019-2020 First Interim Period October 31, 2019	2019-2020 Second Interim Period January 31, 2020	2019-2020 Estimated Unaudited Actuals 6/30/2020
BEGINNING BALANCE	11,660,161.72	11,271,764.15	11,271,764.15	11,271,764.15
ADJUSTMENT TO BEGINNING BALANCE	(31,315.00)	0.00	0.00	0.00
REVENUES	26,258,455.88	26,879,462.00	27,200,247.00	26,674,766.00
TOTAL SOURCES	37,887,302.60	38,151,226.15	38,472,011.15	37,946,530.15
EXPENDITURES	25,864,174.55	29,953,707.00	30,424,328.93	30,234,060.93
OTHER SOURCES/USES	(751,363.90)	(288,503.00)	(279,340.00)	(279,340.00)
ENDING BALANCE	11,271,764.15	7,909,016.15	7,768,342.22	7,433,129.22
SURPLUS/(DEFICIT)	(357,082.57)	(3,362,748.00)	(3,503,421.93)	(3,838,634.93)

DESCRIPTION	2018-2019 Unaudited Actuals October 15, 2019	2019-2020 First Interim Period October 31, 2019	2019-2020 Second Interim Period January 31, 2020	2019-2020 Estimated Unaudited Actuals 6/30/2020
NON-SPENDABLE:				
Revolving Cash				
Stores	0.00	0.00	0.00	0.00
Prepaid Expense	133,754.43	0.00	0.00	0.00
RESTRICTED:				
Alt Ed Scholarships	600.00	600.00	600.00	600.00
CA Clean Energy Jobs Act	0.00	0.00	0.00	0.00
California Career Pathways	0.00	0.00	0.00	0.00
CalWorks for ROCP & Adult Education	13,434.00	0.00	0.00	0.00
Career Technical Education Incentive Grant				34,781.00
Cenic Digital CA	0.00	0.00	0.00	0.00
Classified Employee Professional Development	17,205.00	0.00	0.00	0.00
College Readiness Block Grant	0.00	0.00	0.00	0.00
Community First 5	(0.28)	(0.28)	(0.28)	(0.28)
CREEC	0.00	0.00	0.00	0.00
ESSA Title IV 21st Century	0.06	0.06	0.06	0.06
First 5 RTT	(0.40)	(0.40)	(0.40)	(0.40)
Floodplain Institute	1,805.13	0.00	0.00	0.13
Foster Youth	1,283.93	86,285.00	0.07	0.07
George Hinkle Donation	139,616.93	139,617.00	139,617.00	89,891.93
Head Start	0.00	0.00	(0.22)	(0.22)
Health Ed Framework Project	0.00	0.00	37,800.00	37,800.00
Improv Systems of Academic Support	7,983.34	0.00	0.01	(0.02)
Instructional Material Lottery	64,119.16	0.00	0.16	0.16
Low Performing Students Block Grant	65.58	65.58	65.58	65.58
MEDI-CAL Billing	423,161.28	0.00	0.28	0.28
MTSS - At Risk Youth	23,810.35	0.00	0.00	0.01
MTSS - Washington USD	25,017.30	0.00	0.00	0.00
Regionalized Services/Special Education GOAL 5050	6,691.59	0.00	0.00	0.00
ROP/CALWORKS Classes	2,760.28	0.00	0.00	0.28
Solar Academy	650,642.12	500,000.00	500,000.46	500,000.12
Special Education	746,932.96	380,900.45	380,899.55	380,899.55
Special Education Alternative Dispute	0.00	0.00	(0.16)	(0.16)
Special Education Low Incidence	0.00	0.00	0.00	0.00
Special Education Mental Health	0.00	0.00	(0.36)	(0.36)
Special Education Preschool	0.00	0.00	(0.52)	(0.52)
Strong Workforce Program				89,495.00
WS SEEP	3,708.54	0.00	0.00	(0.46)
YCSBA's Excellence in Education	389.96	389.96	389.96	389.96
Yolo County Detention MOU	31.46	0.00	0.00	0.46
ASSIGNED:				
Alternative Education	413,248.60	195,368.00	244,272.00	413,249.40
Art & Music Block Grant	30,553.81	0.00	0.00	(0.19)
Biliteracy	0.10	0.10	0.10	0.10
Budget Development Reserve - MYP	547,522.00	663,976.00	768,125.00	585,356.00

YOLO COUNTY OFFICE OF EDUCATION
COMPONENTS OF ENDING FUND BALANCE
2019/2020 Estimated Unaudited Actuals

	2018-2019 Unaudited Actuals October 15, 2019	2019-2020 First Interim Period October 31, 2019	2019-2020 Second Interim Period January 31, 2020	2019-2020 Estimated Unaudited Actuals 6/30/2020
Calworks ROCP	0.00	0.00	0.00	0.00
CDE LCFF overpayment	0.00	290,322.62	290,322.62	290,322.62
College & Career	47,215.33	0.00	0.00	0.33
Comprehensive LT Plan	25,000.00	25,000.00	25,000.00	25,000.00
copy center	0.00	0.00	0.00	0.00
CTE Teach MOU	0.00	0.00	0.00	0.00
Diploma Plus Enterprise	141.85	0.00	0.00	(0.15)
Economic Uncertainty	798,500.00	907,500.00	921,500.00	915,500.00
Ed Tech	59,171.14	0.00	0.00	0.14
Emp Welfare	529.38	529.38	529.38	529.38
Energy Efficiency	24,292.46	24,292.46	24,292.46	0.46
English Learner Svcs	(0.46)	(0.46)	(0.46)	(0.46)
Facilities and Equipment Reserve	2,953,142.94	1,790,344.00	1,502,070.25	1,210,867.86
Fiscal/COE Oversight Reserve	195,000.00	195,000.00	195,000.00	195,000.00
Foster Youth/Homeless	66.70	0.00	0.00	(0.30)
Friends of Art	410.00	0.00	0.00	410.00
Gift Giving	9.40	0.00	0.00	0.40
GreenGate Trust	6,011.89	0.00	0.00	(0.11)
Healthy Families Act/ACA	110,000.00	110,000.00	110,000.00	110,000.00
Induction Program	0.00	0.00	0.00	0.00
Instructional Materials	74,173.34	0.00	0.00	(0.66)
Insurance/Risk Management Reserve	330,000.00	330,000.00	330,000.00	330,000.00
LCAP	50,384.16	0.00	0.00	0.16
LCAP Diff. Asst. One-time	348,982.69	0.00	0.00	(0.31)
LCAP Differentiated Assistance	49,356.17	0.00	0.00	0.17
Leave Accrual	25,000.00	91,892.00	120,925.00	120,925.00
Lincoln Desaturation	166,502.06	0.00	0.00	0.00
Lottery	240,409.43	104,494.43	104,494.43	104,494.43
LPC Council Funds	0.66	0.66	0.66	0.66
MAA	288,113.08	0.00	0.00	0.08
Mandate One time	67,919.09	0.00	0.00	0.00
Mandated Block Grant (type 1203)	237,665.00	237,665.00	237,665.00	279,249.00
OPEB Liability Reserve	130,000.00	130,000.00	130,000.00	130,000.00
Oral Health Assessment	12,435.00	12,435.00	12,435.00	12,435.00
Pension Contributions Reserve	392,360.00	392,360.00	392,360.00	291,671.00
postal service	(1,351.06)	0.00	0.00	(65.06)
Preschool Fund Raiser	311.94	0.00	0.00	(0.06)
Professional Development	33,161.49	0.00	0.00	0.49
Restricted Technology	260,818.62	173,254.62	173,254.62	173,254.62
RSDSS	(0.03)	(0.03)	(0.03)	(0.03)
School Site Block Grant	1,853.14	0.00	0.00	0.14
Sp Ed Support Activities	184.00	0.00	0.00	0.00
Special Ed Scholarship Fund	786.97	0.00	0.00	(0.03)
Staff/Professional Development Reserve	177,956.00	93,411.00	93,411.00	77,693.00
Stuart Foundation	0.00	0.00	0.00	0.00
sunshine days	0.00	0.00	0.00	0.00
Superintendents Priorities	198,573.00	188,573.00	188,573.00	188,573.00
Technology (resource)	182,741.00	182,741.00	182,741.00	182,741.00
Temporary State Revenues Reserve	587,000.00	587,000.00	587,000.00	587,000.00
Testing (CELDT, STAR, CAHSEE)	673.69	0.00	0.00	(0.31)
Vehicle Fleet Reserve	75,000.00	75,000.00	75,000.00	75,000.00
Venture Club	172.83	0.00	0.00	(0.17)
Williams Settlement Case	508.45	0.00	0.00	0.45
TOTAL	11,271,764.15	7,909,016.15	7,768,342.22	7,433,129.22

Description	Object Codes	2020-21 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
County Operations Grant ADA (Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted from Form A, Line B5)						
		28,475.21	0.00%	28,475.21	0.00%	28,475.21
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFE/Revenue Limit Sources	8010-8099	11,275,171.00	-3.61%	10,868,303.00	-3.45%	10,493,658.00
2. Federal Revenues	8100-8299	4,917,722.00	0.00%	4,917,722.00	0.00%	4,917,722.00
3. Other State Revenues	8300-8599	2,917,805.00	-4.17%	2,796,134.00	0.00%	2,796,134.00
4. Other Local Revenues	8600-8799	6,997,875.00	4.81%	7,334,610.00	11.20%	8,155,926.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		26,108,573.00	-0.73%	25,916,769.00	1.72%	26,363,440.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				6,412,560.00		6,572,874.00
b. Step & Column Adjustment				160,314.00		164,322.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	6,412,560.00	2.50%	6,572,874.00	2.50%	6,737,196.00
2. Classified Salaries						
a. Base Salaries				7,446,979.00		7,633,153.00
b. Step & Column Adjustment				186,174.00		190,829.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	7,446,979.00	2.50%	7,633,153.00	2.50%	7,823,982.00
3. Employee Benefits	3000-3999	6,920,161.00	5.41%	7,294,403.00	9.04%	7,953,885.00
4. Books and Supplies	4000-4999	866,474.00	-7.06%	805,338.00	-9.94%	725,300.00
5. Services and Other Operating Expenditures	5000-5999	4,469,754.00	-21.86%	3,492,794.00	0.00%	3,492,794.00
6. Capital Outlay	6000-6999	123,016.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%	0.00	0.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(327,303.00)	-74.44%	(83,648.00)	-110.44%	8,737.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	196,932.00	2.50%	201,855.00	2.50%	206,902.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		0.00
11. Total (Sum lines B1 thru B10)		26,108,573.00	-0.73%	25,916,769.00	3.98%	26,948,796.00
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)						
		0.00		0.00		(585,356.00)
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		7,433,129.22		7,433,129.22		7,433,129.22
2. Ending Fund Balance (Sum lines C and D1)		7,433,129.22		7,433,129.22		6,847,773.22
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00		0.00		0.00
b. Restricted	9740	1,062,184.44		1,062,184.44		1,062,183.17
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	5,587,446.05		5,592,946.05		4,976,590.05
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	783,500.00		778,000.00		809,000.00
2. Unassigned/Unappropriated	9790	(1.27)		(1.27)		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		7,433,129.22		7,433,129.22		6,847,773.22

Description	Object Codes	2020-21 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
E. AVAILABLE RESERVES						
1. County School Service Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	783,500.00		778,000.00		809,000.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z	(1.27)		(1.27)		0.00
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)		783,498.73		777,998.73		809,000.00
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		3.00%		3.00%		3.00%
F. RECOMMENDED RESERVES						
1. Special Education Pass-through Exclusions						
For counties that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?						
	Yes					
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
2. Special education pass-through funds						
(Column A: Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)						
		15,853,445.00		15,856,673.00		15,856,673.00
2. County Office's Total Expenditures and Other Financing Uses						
Used to determine the reserve standard percentage level on line F3d (Line B11, plus line F1b2 if line F1a is No)						
		26,108,573.00		25,916,769.00		26,948,796.00
3. Calculating the Reserves						
a. Expenditures and Other Financing Uses (Line B11)						
		26,108,573.00		25,916,769.00		26,948,796.00
b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)						
		0.00		0.00		0.00
c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)						
		26,108,573.00		25,916,769.00		26,948,796.00
d. Reserve Standard Percentage Level						
(Refer to Form 01CS, Criterion 8 for calculation details)						
		3%		3%		3%
e. Reserve Standard - By Percent (Line F3c times F3d)						
		783,257.19		777,503.07		808,463.88
f. Reserve Standard - By Amount						
(Refer to Form 01CS, Criterion 8 for calculation details)						
		632,000.00		632,000.00		632,000.00
g. Reserve Standard (Greater of Line F3e or F3f)						
		783,257.19		777,503.07		808,463.88
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)						
		YES		YES		YES

Description	Object Codes	2020-21 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
County Operations Grant ADA (Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted from Form A, Line B5)						
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	6,137,943.00	0.00%	6,137,943.00	0.00%	6,137,943.00
2. Federal Revenues	8100-8299	4,917,722.00	0.00%	4,917,722.00	0.00%	4,917,722.00
3. Other State Revenues	8300-8599	2,875,491.00	-4.23%	2,753,820.00	0.00%	2,753,820.00
4. Other Local Revenues	8600-8799	5,649,190.00	5.96%	5,985,925.00	13.72%	6,807,241.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	
6. Total (Sum lines A1 thru A5c)		19,580,346.00	1.10%	19,795,410.00	4.15%	20,616,726.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				5,359,616.00		5,493,606.00
b. Step & Column Adjustment				133,990.00		137,340.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	5,359,616.00	2.50%	5,493,606.00	2.50%	5,630,946.00
2. Classified Salaries						
a. Base Salaries				4,028,174.00		4,128,878.00
b. Step & Column Adjustment				100,704.00		103,222.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	4,028,174.00	2.50%	4,128,878.00	2.50%	4,232,100.00
3. Employee Benefits	3000-3999	5,071,904.00	5.00%	5,325,333.00	9.38%	5,824,602.00
4. Books and Supplies	4000-4999	475,300.00	0.00%	475,300.00	0.00%	475,300.00
5. Services and Other Operating Expenditures	5000-5999	3,424,172.00	-11.97%	3,014,202.00	0.00%	3,014,202.00
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%	0.00	0.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	1,292,919.00	5.04%	1,358,091.00	6.00%	1,439,576.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)				0.00		0.00
11. Total (Sum lines B1 thru B10)		19,652,085.00	0.73%	19,795,410.00	4.15%	20,616,726.00
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)						
		(71,739.00)		0.00		0.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		1,133,922.17		1,062,183.17		1,062,183.17
2. Ending Fund Balance (Sum lines C and D1)		1,062,183.17		1,062,183.17		1,062,183.17
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00		0.00		0.00
b. Restricted	9740	1,062,184.44		1,062,184.44		1,062,183.17
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					
2. Unassigned/Unappropriated	9790	(1.27)		(1.27)		0.00
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)		1,062,183.17		1,062,183.17		1,062,183.17

Description	Object Codes	2020-21 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
E. AVAILABLE RESERVES						
1. County School Service Fund						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
(Enter reserve projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
3. Total Available Reserves (Sum lines E1a thru E2c)						
F. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

Description Object Codes	2020-21 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
2020/2021 Proposed Budget Multi-year Assumptions					
1. Cost of living adjustments applied to State revenue in out years using the SSC May Revise dashboard 2020/2021 -7.92%; 2021/2022 -7.92%; 2022/2023 -7.92%					
2. New estimated revenue generated from Suite 190					
3. Increase to salaries and benefits in out years by the following:					
a. Step and Column					
b. Cost of living increase to salaries, benefits follow salary changes					
c. Retirement rates increase					
i. 2020/2021 STRS 16.15%, PERS 20.70%					
ii. 2021/2022 STRS 16.02%, PERS 22.84%					
iii. 2022/2023 STRS 18.10%, PERS 25.50%					
4. Increase to districts' tuition share for increased Special Education program costs					
5. AB602 base rate increase of 15% over the 2019/2020 rate \$645 per ADA					
6. Lottery unrestricted \$153 per ADA; restricted \$54 per ADA					
7. Removed carryover anticipated to be spend in 2019/2020					
8. Indirect cost rate 2020/2021 10.64%; 2021/2022 & 2022/2023 estimated 10%					
9. Remove transfers due to school closure					
10. Remove capital outlay, anticipate completion of projects					
11. Reduced materials/supplies and other operating expenditures(ex. contracted services) 2021/2022 and 2022/2023					

Description	Object Codes	2020-21 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
County Operations Grant ADA (Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted from Form A, Line B5)						
		28,475.21	0.00%	28,475.21	0.00%	28,475.21
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	5,137,228.00	-7.92%	4,730,360.00	-7.92%	4,355,715.00
2. Federal Revenues	8100-8299	0.00	0.00%	0.00	0.00%	0.00
3. Other State Revenues	8300-8599	42,314.00	0.00%	42,314.00	0.00%	42,314.00
4. Other Local Revenues	8600-8799	1,348,685.00	0.00%	1,348,685.00	0.00%	1,348,685.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		6,528,227.00	-6.23%	6,121,359.00	-6.12%	5,746,714.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				1,052,944.00		1,079,268.00
b. Step & Column Adjustment				26,324.00		26,982.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	1,052,944.00	2.50%	1,079,268.00	2.50%	1,106,250.00
2. Classified Salaries						
a. Base Salaries				3,418,805.00		3,504,275.00
b. Step & Column Adjustment				85,470.00		87,607.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	3,418,805.00	2.50%	3,504,275.00	2.50%	3,591,882.00
3. Employee Benefits	3000-3999	1,848,257.00	6.54%	1,969,070.00	8.14%	2,129,283.00
4. Books and Supplies	4000-4999	391,174.00	-15.63%	330,038.00	-24.25%	250,000.00
5. Services and Other Operating Expenditures	5000-5999	1,045,582.00	-54.23%	478,592.00	0.00%	478,592.00
6. Capital Outlay	6000-6999	123,016.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%	0.00	0.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(1,620,222.00)	-11.02%	(1,441,739.00)	-0.76%	(1,430,839.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	196,932.00	2.50%	201,855.00	2.50%	206,902.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)				0.00		0.00
11. Total (Sum lines B1 thru B10)		6,456,488.00	-5.19%	6,121,359.00	3.44%	6,332,070.00
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)						
		71,739.00		0.00		(585,356.00)
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		6,299,207.05		6,370,946.05		6,370,946.05
2. Ending Fund Balance (Sum lines C and D1)		6,370,946.05		6,370,946.05		5,785,590.05
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00		0.00		0.00
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	5,587,446.05		5,592,946.05		4,976,590.05
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	783,500.00		778,000.00		809,000.00
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance		6,370,946.05		6,370,946.05		5,785,590.05
(Line D3f must agree with line D2)						

Description	Object Codes	2020-21 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
E. AVAILABLE RESERVES						
1. County School Service Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	783,500.00		778,000.00		809,000.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
(Enter reserve projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750			0.00		0.00
b. Reserve for Economic Uncertainties	9789			0.00		0.00
c. Unassigned/Unappropriated	9790			0.00		0.00
3. Total Available Reserves (Sum lines E1a thru E2c)						
		783,500.00		778,000.00		809,000.00
F. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

Description Object Codes	2020-21 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
2020/2021 Proposed Budget Multi-year Assumptions					
1. Cost of living adjustments applied to State revenue in out years using the SSC May Revise dashboard 2020/2021 -7.92%; 2021/2022 -7.92%; 2022/2023 -7.92%					
2. New estimated revenue generated from Suite 190					
3. Increase to salaries and benefits in out years by the following:					
a. Step and Column					
b. Cost of living increase to salaries, benefits follow salary changes					
c. Retirement rates increase					
i. 2020/2021 STRS 16.15%, PERS 20.70%					
ii. 2021/2022 STRS 16.02%, PERS 22.84%					
iii. 2022/2023 STRS 18.10%, PERS 25.50%					
4. Increase to districts' tuition share for increased Special Education program costs					
5. AB602 base rate increase of 15% over the 2019/2020 rate \$645 per ADA					
6. Lottery unrestricted \$153 per ADA; restricted \$54 per ADA					
7. Removed carryover anticipated to be spend in 2019/2020					
8. Indirect cost rate 2020/2021 10.64%; 2021/2022 & 2022/2023 estimated 10%					
9. Remove transfers due to school closure					
10. Remove capital outlay, anticipate completion of projects					
11. Reduced materials/supplies and other operating expenditures(ex. contracted services) 2021/2022 and 2022/2023					

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	(429.00)	0.00	-100.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	7,203.00	0.00	-100.0%
4) Other Local Revenue		8600-8799	2,952.00	0.00	-100.0%
5) TOTAL, REVENUES			9,726.00	0.00	-100.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	24,268.00	0.00	-100.0%
2) Classified Salaries		2000-2999	9,293.00	0.00	-100.0%
3) Employee Benefits		3000-3999	10,129.00	0.00	-100.0%
4) Books and Supplies		4000-4999	308.00	0.00	-100.0%
5) Services and Other Operating Expenditures		5000-5999	40,481.00	0.00	-100.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	7,655.00	0.00	-100.0%
9) TOTAL, EXPENDITURES			92,134.00	0.00	-100.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(82,408.00)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	82,408.00	0.00	-100.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			82,408.00	0.00	-100.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	889.00	889.00	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			889.00	889.00	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			889.00	889.00	0.0%
2) Ending Balance, June 30 (E + F1e)			889.00	889.00	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			2,662.00	2,662.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	5,443.00	5,443.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	(7,216.00)	(7,216.00)	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	27,083.82		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	24.75		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			27,108.57		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	91,726.90		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	10,828.49		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			102,555.39		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			(75,446.82)		

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
LCFF SOURCES					
Principal Apportionment					
State Aid - Current Year		8011	0.00	0.00	0.0%
Education Protection Account State Aid - Current Year		8012	13.00	0.00	-100.0%
State Aid - Prior Years		8019	(442.00)	0.00	-100.0%
LCFF Transfers					
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			(429.00)	0.00	-100.0%
FEDERAL REVENUE					
Maintenance and Operations		8110	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	0.00	0.00	0.0%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	0.00	0.00	0.0%
Title III, Part A, Immigrant Student Program	4201	8290	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	0.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3020, 3040, 3041, 3045, 3060, 3061, 3150, 3155, 3180, 3181, 3182, 3185, 4037, 4124, 4126, 4127, 4128, 5510, 5630	8290	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
OTHER STATE REVENUE					
Other State Apportionments					
Special Education Master Plan Current Year	6500	8311	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	7,203.00	0.00	-100.0%
After School Education and Safety (ASES)	6010	8590	0.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6690, 6695	8590	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.0%
Quality Education Investment Act	7400	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			7,203.00	0.00	-100.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
OTHER LOCAL REVENUE					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	2,863.00	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Child Development Parent Fees		8673	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
All Other Local Revenue		8699	89.00	0.00	-100.0%
Tuition		8710	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.0%
Transfers of Apportionments					
Special Education SELPA Transfers					
From Districts or Charter Schools	6500	8791	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.0%
Other Transfers of Apportionments					
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			2,952.00	0.00	-100.0%
TOTAL, REVENUES			9,726.00	0.00	-100.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	7,150.00	0.00	-100.0%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	17,118.00	0.00	-100.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			24,268.00	0.00	-100.0%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	4,500.00	0.00	-100.0%
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	4,793.00	0.00	-100.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			9,293.00	0.00	-100.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	3,859.00	0.00	-100.0%
PERS		3201-3202	1,911.00	0.00	-100.0%
OASDI/Medicare/Alternative		3301-3302	1,155.00	0.00	-100.0%
Health and Welfare Benefits		3401-3402	1,695.00	0.00	-100.0%
Unemployment Insurance		3501-3502	14.00	0.00	-100.0%
Workers' Compensation		3601-3602	907.00	0.00	-100.0%
OPEB, Allocated		3701-3702	588.00	0.00	-100.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			10,129.00	0.00	-100.0%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	25.00	0.00	-100.0%
Materials and Supplies		4300	283.00	0.00	-100.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			308.00	0.00	-100.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Dues and Memberships		5300	503.00	0.00	-100.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	36,904.00	0.00	-100.0%
Professional/Consulting Services and Operating Expenditures		5800	2,975.00	0.00	-100.0%
Communications		5900	99.00	0.00	-100.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			40,481.00	0.00	-100.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Tuition					
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
All Other Transfers		7281-7283	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs		7310	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	7,655.00	0.00	-100.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			7,655.00	0.00	-100.0%
TOTAL, EXPENDITURES			92,134.00	0.00	-100.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	82,408.00	0.00	-100.0%
(a) TOTAL, INTERFUND TRANSFERS IN			82,408.00	0.00	-100.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			82,408.00	0.00	-100.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	(429.00)	0.00	-100.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	7,203.00	0.00	-100.0%
4) Other Local Revenue		8600-8799	2,952.00	0.00	-100.0%
5) TOTAL, REVENUES			9,726.00	0.00	-100.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		18,957.00	0.00	-100.0%
2) Instruction - Related Services	2000-2999		28,519.00	0.00	-100.0%
3) Pupil Services	3000-3999		99.00	0.00	-100.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		7,655.00	0.00	-100.0%
8) Plant Services	8000-8999		36,904.00	0.00	-100.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			92,134.00	0.00	-100.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)					
			(82,408.00)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	82,408.00	0.00	-100.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			82,408.00	0.00	-100.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	889.00	889.00	0.0%
b) Audit Adjustments					
		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)					
			889.00	889.00	0.0%
d) Other Restatements					
		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)					
			889.00	889.00	0.0%
2) Ending Balance, June 30 (E + F1e)					
			889.00	889.00	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash					
		9711	0.00	0.00	0.0%
Stores					
		9712	0.00	0.00	0.0%
Prepaid Items					
		9713	0.00	0.00	0.0%
All Others					
		9719	0.00	0.00	0.0%
b) Restricted					
		9740	2,662.00	2,662.00	0.0%
c) Committed					
Stabilization Arrangements					
		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)					
		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)					
		9780	5,443.00	5,443.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties					
		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount					
		9790	(7,216.00)	(7,216.00)	0.0%

Resource	Description	2019-20 Estimated Actuals	2020-21 Budget
6300	Lottery: Instructional Materials	1,773.00	1,773.00
6500	Special Education	889.00	889.00
Total, Restricted Balance		2,662.00	2,662.00

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	5,813,665.00	5,785,943.00	-0.5%
3) Other State Revenue		8300-8599	10,629,732.00	10,326,504.00	-2.9%
4) Other Local Revenue		8600-8799	65,931.00	65,931.00	0.0%
5) TOTAL, REVENUES			16,509,328.00	16,178,378.00	-2.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	16,509,328.00	16,178,378.00	-2.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			16,509,328.00	16,178,378.00	-2.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	340,359.68	340,359.68	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			340,359.68	340,359.68	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			340,359.68	340,359.68	0.0%
2) Ending Balance, June 30 (E + F1e)			340,359.68	340,359.68	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	340,359.68	340,359.68	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	1,140,711.92		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	939,255.84		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			2,079,967.76		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	347,509.73		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			347,509.73		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			1,732,458.03		

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
LCFF SOURCES					
LCFF Transfers					
Property Taxes Transfers		8097	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.0%
FEDERAL REVENUE					
Pass-Through Revenues from Federal Sources					
		8287	5,813,665.00	5,785,943.00	-0.5%
TOTAL, FEDERAL REVENUE			5,813,665.00	5,785,943.00	-0.5%
OTHER STATE REVENUE					
Other State Apportionments					
Special Education Master Plan Current Year	6500	8311	8,496,232.00	8,493,004.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	2,133,500.00	1,833,500.00	-14.1%
TOTAL, OTHER STATE REVENUE			10,629,732.00	10,326,504.00	-2.9%
OTHER LOCAL REVENUE					
Interest					
		8660	65,931.00	65,931.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments					
		8662	0.00	0.00	0.0%
Other Local Revenue					
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.0%
Transfers of Apportionments					
From Districts or Charter Schools		8791	0.00	0.00	0.0%
From County Offices		8792	0.00	0.00	0.0%
From JPAs		8793	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			65,931.00	65,931.00	0.0%
TOTAL, REVENUES			16,509,328.00	16,178,378.00	-2.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	7,622,232.00	7,294,510.00	-4.3%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments					
To Districts or Charter Schools	6500	7221	8,562,163.00	8,558,935.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	324,933.00	324,933.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			16,509,328.00	16,178,378.00	-2.0%
TOTAL, EXPENDITURES			16,509,328.00	16,178,378.00	-2.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	5,813,665.00	5,785,943.00	-0.5%
3) Other State Revenue		8300-8599	10,629,732.00	10,326,504.00	-2.9%
4) Other Local Revenue		8600-8799	65,931.00	65,931.00	0.0%
5) TOTAL, REVENUES			16,509,328.00	16,178,378.00	-2.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	16,509,328.00	16,178,378.00	-2.0%
10) TOTAL, EXPENDITURES			16,509,328.00	16,178,378.00	-2.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)					
			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	340,359.68	340,359.68	0.0%
b) Audit Adjustments					
		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)					
			340,359.68	340,359.68	0.0%
d) Other Restatements					
		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)					
			340,359.68	340,359.68	0.0%
2) Ending Balance, June 30 (E + F1e)					
			340,359.68	340,359.68	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash					
		9711	0.00	0.00	0.0%
Stores					
		9712	0.00	0.00	0.0%
Prepaid Items					
		9713	0.00	0.00	0.0%
All Others					
		9719	0.00	0.00	0.0%
b) Restricted					
		9740	340,359.68	340,359.68	0.0%
c) Committed					
Stabilization Arrangements					
		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)					
		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)					
		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties					
		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount					
		9790	0.00	0.00	0.0%

Resource	Description	2019-20 Estimated Actuals	2020-21 Budget
6500	Special Education	40,359.82	40,359.82
6512	Special Ed: Mental Health Services	299,999.86	299,999.86
Total, Restricted Balance		<u>340,359.68</u>	<u>340,359.68</u>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	4,204.00	4,204.00	0.0%
4) Other Local Revenue		8600-8799	212,737.00	220,258.00	3.5%
5) TOTAL, REVENUES			216,941.00	224,462.00	3.5%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	99,517.00	96,504.00	-3.0%
3) Employee Benefits		3000-3999	48,583.00	49,384.00	1.6%
4) Books and Supplies		4000-4999	8,295.00	8,295.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	69,412.00	59,791.00	-13.9%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	11,080.00	10,488.00	-5.3%
9) TOTAL, EXPENDITURES			236,887.00	224,462.00	-5.2%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(19,946.00)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(19,946.00)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	232,683.16	212,737.16	-8.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			232,683.16	212,737.16	-8.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			232,683.16	212,737.16	-8.6%
2) Ending Balance, June 30 (E + F1e)			212,737.16	212,737.16	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			212,737.16	212,737.16	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	208,378.87		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	(1,445.98)		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			206,932.89		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			206,932.89		

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
LCFF SOURCES					
LCFF Transfers					
LCFF Transfers - Current Year		8091	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.0%
FEDERAL REVENUE					
Interagency Contracts Between LEAs					
		8285	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources					
		8287	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Other State Apportionments					
All Other State Apportionments - Current Year		8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.0%
Pass-Through Revenues from State Sources					
		8587	0.00	0.00	0.0%
Adult Education Program	6391	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	4,204.00	4,204.00	0.0%
TOTAL, OTHER STATE REVENUE			4,204.00	4,204.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Adult Education Fees		8671	0.00	0.00	0.0%
Interagency Services		8677	212,737.00	220,258.00	3.5%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
Tuition		8710	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			212,737.00	220,258.00	3.5%
TOTAL, REVENUES			216,941.00	224,462.00	3.5%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	0.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	0.00	0.00	0.0%
Classified Support Salaries		2200	66,563.00	69,661.00	4.7%
Classified Supervisors' and Administrators' Salaries		2300	8,039.00	16,878.00	110.0%
Clerical, Technical and Office Salaries		2400	24,915.00	9,965.00	-60.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			99,517.00	96,504.00	-3.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	1,443.00	0.00	-100.0%
PERS		3201-3202	23,046.00	26,116.00	13.3%
OASDI/Medicare/Alternative		3301-3302	7,137.00	7,413.00	3.9%
Health and Welfare Benefits		3401-3402	12,693.00	11,745.00	-7.5%
Unemployment Insurance		3501-3502	49.00	48.00	-2.0%
Workers' Compensation		3601-3602	2,477.00	2,381.00	-3.9%
OPEB, Allocated		3701-3702	1,738.00	1,681.00	-3.3%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			48,583.00	49,384.00	1.6%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	7,044.00	7,044.00	0.0%
Noncapitalized Equipment		4400	1,251.00	1,251.00	0.0%
TOTAL, BOOKS AND SUPPLIES			8,295.00	8,295.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	5,500.00	5,500.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	3,847.00	5,842.00	51.9%
Professional/Consulting Services and Operating Expenditures		5800	60,065.00	48,449.00	-19.3%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			69,412.00	59,791.00	-13.9%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments					
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	11,080.00	10,488.00	-5.3%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			11,080.00	10,488.00	-5.3%
TOTAL, EXPENDITURES			236,887.00	224,462.00	-5.2%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	4,204.00	4,204.00	0.0%
4) Other Local Revenue		8600-8799	212,737.00	220,258.00	3.5%
5) TOTAL, REVENUES			216,941.00	224,462.00	3.5%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		15,079.00	15,379.00	2.0%
2) Instruction - Related Services	2000-2999		107,082.00	79,637.00	-25.6%
3) Pupil Services	3000-3999		100,411.00	113,728.00	13.3%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		11,080.00	10,488.00	-5.3%
8) Plant Services	8000-8999		3,235.00	5,230.00	61.7%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			236,887.00	224,462.00	-5.2%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)					
			(19,946.00)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(19,946.00)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	232,683.16	212,737.16	-8.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			232,683.16	212,737.16	-8.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			232,683.16	212,737.16	-8.6%
2) Ending Balance, June 30 (E + F1e)			212,737.16	212,737.16	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			212,737.16	212,737.16	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2019-20 Estimated Actuals	2020-21 Budget
6391	Adult Education Program	212,737.16	212,737.16
Total, Restricted Balance		212,737.16	212,737.16

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	597,451.00	485,776.00	-18.7%
3) Other State Revenue		8300-8599	3,288,241.00	2,918,854.00	-11.2%
4) Other Local Revenue		8600-8799	10,923.00	9,195.00	-15.8%
5) TOTAL, REVENUES			3,896,615.00	3,413,825.00	-12.4%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	1,280,570.00	1,398,676.00	9.2%
2) Classified Salaries		2000-2999	130,226.00	181,295.00	39.2%
3) Employee Benefits		3000-3999	649,765.00	868,616.00	33.7%
4) Books and Supplies		4000-4999	281,724.00	124,619.00	-55.8%
5) Services and Other Operating Expenditures		5000-5999	1,236,131.00	518,487.00	-58.1%
6) Capital Outlay		6000-6999	0.00	5,317.00	New
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	318,199.00	316,815.00	-0.4%
9) TOTAL, EXPENDITURES			3,896,615.00	3,413,825.00	-12.4%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	339,665.21	339,665.21	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			339,665.21	339,665.21	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			339,665.21	339,665.21	0.0%
2) Ending Balance, June 30 (E + F1e)			339,665.21	339,665.21	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			339,665.21	339,665.21	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	672,796.89		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	(1,552.74)		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	(10,568.96)		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			660,675.19		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	10,044.68		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			10,044.68		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			650,630.51		

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
FEDERAL REVENUE					
Child Nutrition Programs		8220	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	597,451.00	485,776.00	-18.7%
TOTAL, FEDERAL REVENUE			597,451.00	485,776.00	-18.7%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	0.00	0.00	0.0%
Child Development Apportionments		8530	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
State Preschool	6105	8590	2,681,276.00	2,479,023.00	-7.5%
All Other State Revenue	All Other	8590	606,965.00	439,831.00	-27.5%
TOTAL, OTHER STATE REVENUE			3,288,241.00	2,918,854.00	-11.2%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Child Development Parent Fees		8673	10,923.00	9,195.00	-15.8%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			10,923.00	9,195.00	-15.8%
TOTAL, REVENUES			3,896,615.00	3,413,825.00	-12.4%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	1,057,650.00	1,158,397.00	9.5%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	222,859.00	225,347.00	1.1%
Other Certificated Salaries		1900	61.00	14,932.00	24378.7%
TOTAL, CERTIFICATED SALARIES			1,280,570.00	1,398,676.00	9.2%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	0.00	0.00	0.0%
Classified Support Salaries		2200	40,872.00	39,513.00	-3.3%
Classified Supervisors' and Administrators' Salaries		2300	11,938.00	24,456.00	104.9%
Clerical, Technical and Office Salaries		2400	76,758.00	117,326.00	52.9%
Other Classified Salaries		2900	658.00	0.00	-100.0%
TOTAL, CLASSIFIED SALARIES			130,226.00	181,295.00	39.2%
EMPLOYEE BENEFITS					
STRS		3101-3102	271,602.00	313,496.00	15.4%
PERS		3201-3202	77,434.00	98,113.00	26.7%
OASDI/Medicare/Alternative		3301-3302	38,183.00	51,724.00	35.5%
Health and Welfare Benefits		3401-3402	206,874.00	363,805.00	75.9%
Unemployment Insurance		3501-3502	702.00	788.00	12.3%
Workers' Compensation		3601-3602	37,621.00	39,060.00	3.8%
OPEB, Allocated		3701-3702	17,349.00	1,630.00	-90.6%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			649,765.00	868,616.00	33.7%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	271,666.00	85,139.00	-68.7%
Noncapitalized Equipment		4400	10,022.00	39,355.00	292.7%
Food		4700	36.00	125.00	247.2%
TOTAL, BOOKS AND SUPPLIES			281,724.00	124,619.00	-55.8%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	40,000.00	0.00	-100.0%
Travel and Conferences		5200	30,323.00	29,378.00	-3.1%
Dues and Memberships		5300	775.00	885.00	14.2%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	772.00	772.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	4,084.00	4,384.00	7.3%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	131,143.00	139,598.00	6.4%
Professional/Consulting Services and Operating Expenditures		5800	1,024,295.00	338,731.00	-66.9%
Communications		5900	4,739.00	4,739.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,236,131.00	518,487.00	-58.1%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	5,317.00	New
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	5,317.00	New
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	318,199.00	316,815.00	-0.4%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			318,199.00	316,815.00	-0.4%
TOTAL, EXPENDITURES			3,896,615.00	3,413,825.00	-12.4%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund		8911	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	597,451.00	485,776.00	-18.7%
3) Other State Revenue		8300-8599	3,288,241.00	2,918,854.00	-11.2%
4) Other Local Revenue		8600-8799	10,923.00	9,195.00	-15.8%
5) TOTAL, REVENUES			3,896,615.00	3,413,825.00	-12.4%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		2,694,065.00	2,042,150.00	-24.2%
2) Instruction - Related Services	2000-2999		494,728.00	556,769.00	12.5%
3) Pupil Services	3000-3999		267,821.00	321,514.00	20.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		318,199.00	316,815.00	-0.4%
8) Plant Services	8000-8999		121,802.00	176,577.00	45.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			3,896,615.00	3,413,825.00	-12.4%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	339,665.21	339,665.21	0.0%
b) Audit Adjustments					
		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)					
			339,665.21	339,665.21	0.0%
d) Other Restatements					
		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)					
			339,665.21	339,665.21	0.0%
2) Ending Balance, June 30 (E + F1e)					
			339,665.21	339,665.21	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash					
		9711	0.00	0.00	0.0%
Stores					
		9712	0.00	0.00	0.0%
Prepaid Items					
		9713	0.00	0.00	0.0%
All Others					
		9719	0.00	0.00	0.0%
b) Restricted					
		9740	339,665.21	339,665.21	0.0%
c) Committed					
Stabilization Arrangements					
		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)					
		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)					
		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties					
		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount					
		9790	0.00	0.00	0.0%

Resource	Description	2019-20 Estimated Actuals	2020-21 Budget
5055	Child Development: Local Planning Councils	2.09	2.09
6127	Child Development: California State Preschool Program QRIS	0.17	0.17
6130	Child Development: Center-Based Reserve Account	339,662.95	339,662.95
Total, Restricted Balance		339,665.21	339,665.21

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)					
			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	60,384.38	60,384.38	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			60,384.38	60,384.38	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			60,384.38	60,384.38	0.0%
2) Ending Balance, June 30 (E + F1e)			60,384.38	60,384.38	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			60,384.38	60,384.38	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	71,259.53		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	(237.57)		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			71,021.96		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			71,021.96		

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
FEDERAL REVENUE					
Child Nutrition Programs		8220	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			0.00	0.00	0.0%
TOTAL, REVENUES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	0.0%
CAPITAL OUTLAY					
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund		8916	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Long-Term Debt Proceeds					
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Yolo County Office of Education
Yolo County

July 1 Budget
Cafeteria Special Revenue Fund
Expenditures by Function

57 10579 000000
Form 13

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	60,384.38	60,384.38	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			60,384.38	60,384.38	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			60,384.38	60,384.38	0.0%
2) Ending Balance, June 30 (E + F1e)			60,384.38	60,384.38	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	60,384.38	60,384.38	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Yolo County Office of Education
 Yolo County

July 1 Budget
 Cafeteria Special Revenue Fund
 Exhibit: Restricted Balance Detail

57 10579 0000000
 Form 13

Resource	Description	2019-20 Estimated Actuals	2020-21 Budget
5320	Child Nutrition: Child Care Food Program (CCFP) Claims-Cen	60,384.38	60,384.38
Total, Restricted Balance		60,384.38	60,384.38

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	175,000.00	175,000.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,200.00	1,200.00	0.0%
5) TOTAL, REVENUES			176,200.00	176,200.00	0.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	10,000.00	10,000.00	0.0%
6) Capital Outlay		6000-6999	241,200.00	166,200.00	-31.1%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			251,200.00	176,200.00	-29.9%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)					
			(75,000.00)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(75,000.00)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,579,882.82	1,504,882.82	-4.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,579,882.82	1,504,882.82	-4.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,579,882.82	1,504,882.82	-4.7%
2) Ending Balance, June 30 (E + F1e)			1,504,882.82	1,504,882.82	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	1,504,882.82	1,504,882.82	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	1,537,893.17		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	(9,362.98)		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			1,528,530.19		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			1,528,530.19		

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
LCFF SOURCES					
LCFF Transfers					
LCFF Transfers - Current Year		8091	175,000.00	175,000.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			175,000.00	175,000.00	0.0%
OTHER STATE REVENUE					
All Other State Revenue					
		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	1,200.00	1,200.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,200.00	1,200.00	0.0%
TOTAL, REVENUES			176,200.00	176,200.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	10,000.00	10,000.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			10,000.00	10,000.00	0.0%
CAPITAL OUTLAY					
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	241,200.00	166,200.00	-31.1%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			241,200.00	166,200.00	-31.1%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			251,200.00	176,200.00	-29.9%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Long-Term Debt Proceeds					
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	175,000.00	175,000.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,200.00	1,200.00	0.0%
5) TOTAL, REVENUES			176,200.00	176,200.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		251,200.00	176,200.00	-29.9%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			251,200.00	176,200.00	-29.9%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)					
			(75,000.00)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(75,000.00)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,579,882.82	1,504,882.82	-4.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,579,882.82	1,504,882.82	-4.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,579,882.82	1,504,882.82	-4.7%
2) Ending Balance, June 30 (E + F1e)			1,504,882.82	1,504,882.82	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	1,504,882.82	1,504,882.82	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2019-20 Estimated Actuals	2020-21 Budget
<hr/>		<hr/>	
	Total, Restricted Balance	0.00	0.00
		<hr/>	

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,096.00	1,096.00	0.0%
5) TOTAL, REVENUES			1,096.00	1,096.00	0.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			1,096.00	1,096.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			1,096.00	1,096.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	689,265.78	690,361.78	0.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			689,265.78	690,361.78	0.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			689,265.78	690,361.78	0.2%
2) Ending Balance, June 30 (E + F1e)			690,361.78	691,457.78	0.2%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	690,361.78	691,457.78	0.2%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	700,191.12		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	(3,548.47)		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			696,642.65		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			696,642.65		

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
OTHER LOCAL REVENUE					
Other Local Revenue					
Interest		8660	1,096.00	1,096.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,096.00	1,096.00	0.0%
TOTAL, REVENUES			1,096.00	1,096.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund/CSSF		8912	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: General Fund/CSSF		7612	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a-b+e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,096.00	1,096.00	0.0%
5) TOTAL, REVENUES			1,096.00	1,096.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			1,096.00	1,096.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			1,096.00	1,096.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	689,265.78	690,361.78	0.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			689,265.78	690,361.78	0.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			689,265.78	690,361.78	0.2%
2) Ending Balance, June 30 (E + F1e)			690,361.78	691,457.78	0.2%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	690,361.78	691,457.78	0.2%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Yolo County Office of Education
Yolo County

July 1 Budget
Special Reserve Fund for Postemployment Benefits
Exhibit: Restricted Balance Detail

57 10579 0000000
Form 20

Resource	Description	2019-20 Estimated Actuals	2020-21 Budget
<hr/>			
Total, Restricted Balance		<hr/> 0.00	<hr/> 0.00

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	171,012.00	171,012.00	0.0%
5) TOTAL, REVENUES			171,012.00	171,012.00	0.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	30,000.00	30,000.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	337,944.00	337,944.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			367,944.00	367,944.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(196,932.00)	(196,932.00)	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	196,932.00	196,932.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			196,932.00	196,932.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	497,748.61	497,748.61	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			497,748.61	497,748.61	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			497,748.61	497,748.61	0.0%
2) Ending Balance, June 30 (E + F1e)			497,748.61	497,748.61	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	488,325.55	488,325.55	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	9,423.06	9,423.06	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	535,471.11		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	(2,935.69)		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			532,535.42		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	1,158.68		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			1,158.68		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			531,376.74		

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
OTHER STATE REVENUE					
Tax Relief Subventions Restricted Levies - Other					
Homeowners' Exemptions		8575	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue County and District Taxes					
Other Restricted Levies Secured Roll		8615	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes		8621	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	170,012.00	170,012.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	1,000.00	1,000.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts Mitigation/Developer Fees		8681	0.00	0.00	0.0%
Other Local Revenue All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			171,012.00	171,012.00	0.0%
TOTAL, REVENUES			171,012.00	171,012.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
CERTIFICATED SALARIES					
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	30,000.00	30,000.00	0.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			30,000.00	30,000.00	0.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	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	0.0%
Debt Service					
Debt Service - Interest		7438	202,944.00	202,944.00	0.0%
Other Debt Service - Principal		7439	135,000.00	135,000.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			337,944.00	337,944.00	0.0%
TOTAL, EXPENDITURES			367,944.00	367,944.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	196,932.00	196,932.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			196,932.00	196,932.00	0.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			196,932.00	196,932.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	171,012.00	171,012.00	0.0%
5) TOTAL, REVENUES			171,012.00	171,012.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		30,000.00	30,000.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	337,944.00	337,944.00	0.0%
10) TOTAL, EXPENDITURES			367,944.00	367,944.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(196,932.00)	(196,932.00)	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	196,932.00	196,932.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			196,932.00	196,932.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	497,748.61	497,748.61	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			497,748.61	497,748.61	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			497,748.61	497,748.61	0.0%
2) Ending Balance, June 30 (E + F1e)			497,748.61	497,748.61	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	488,325.55	488,325.55	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	9,423.06	9,423.06	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2019-20 Estimated Actuals	2020-21 Budget
9010	Other Restricted Local	488,325.55	488,325.55
Total, Restricted Balance		<u>488,325.55</u>	<u>488,325.55</u>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	329,100.00	329,100.00	0.0%
5) TOTAL, REVENUES			329,100.00	329,100.00	0.0%
B. EXPENSES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenses		5000-5999	329,100.00	329,100.00	0.0%
6) Depreciation		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENSES			329,100.00	329,100.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)					
			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			0.00	0.00	0.0%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	1,036.55	1,036.55	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,036.55	1,036.55	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			1,036.55	1,036.55	0.0%
2) Ending Net Position, June 30 (E + F1e)			1,036.55	1,036.55	0.0%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	1,036.55	1,036.55	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	71,319.93		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	(513.65)		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Fixed Assets					
a) Land		9410	0.00		
b) Land Improvements		9420	0.00		
c) Accumulated Depreciation - Land Improvements		9425	0.00		
d) Buildings		9430	0.00		
e) Accumulated Depreciation - Buildings		9435	0.00		
f) Equipment		9440	0.00		
g) Accumulated Depreciation - Equipment		9445	0.00		
h) Work in Progress		9450	0.00		
10) TOTAL, ASSETS			70,806.28		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
I. LIABILITIES					
1) Accounts Payable		9500	24,665.11		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) Long-Term Liabilities					
a) Net Pension Liability		9663	0.00		
b) Total/Net OPEB Liability		9664	0.00		
c) Compensated Absences		9665	0.00		
d) COPs Payable		9666	0.00		
e) Capital Leases Payable		9667	0.00		
f) Lease Revenue Bonds Payable		9668	0.00		
g) Other General Long-Term Liabilities		9669	0.00		
7) TOTAL, LIABILITIES			24,665.11		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. NET POSITION					
Net Position, June 30 (G10 + H2) - (I7 + J2)			46,141.17		

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
OTHER STATE REVENUE					
STRS On-Behalf Pension Contributions	7690	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	100.00	100.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
In-District Premiums/ Contributions		8674	329,000.00	329,000.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			329,100.00	329,100.00	0.0%
TOTAL, REVENUES			329,100.00	329,100.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENSES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	329,100.00	329,100.00	0.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			329,100.00	329,100.00	0.0%
DEPRECIATION					
Depreciation Expense		6900	0.00	0.00	0.0%
TOTAL, DEPRECIATION			0.00	0.00	0.0%
TOTAL, EXPENSES			329,100.00	329,100.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a-b+e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	329,100.00	329,100.00	0.0%
5) TOTAL, REVENUES			329,100.00	329,100.00	0.0%
B. EXPENSES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		329,100.00	329,100.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENSES			329,100.00	329,100.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)					
			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			0.00	0.00	0.0%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	1,036.55	1,036.55	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,036.55	1,036.55	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			1,036.55	1,036.55	0.0%
2) Ending Net Position, June 30 (E + F1e)			1,036.55	1,036.55	0.0%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	1,036.55	1,036.55	0.0%

Resource	Description	2019-20 Estimated Actuals	2020-21 Budget
Total, Restricted Net Position		0.00	0.00

Description	2019-20 Estimated Actuals			2020-21 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
B. COUNTY OFFICE OF EDUCATION						
1. County Program Alternative Education ADA						
a. County Group Home and Institution Pupils						
b. Juvenile Halls, Homes, and Camps	16.48	19.78	19.78	8.00	8.00	8.00
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	54.87	51.72	51.72	62.00	62.00	62.00
d. Total, County Program Alternative Education ADA (Sum of Lines B1a through B1c)	71.35	71.50	71.50	70.00	70.00	70.00
2. District Funded County Program ADA						
a. County Community Schools						
b. Special Education-Special Day Class	128.79	128.79	128.79	128.79	128.79	128.79
c. Special Education-NPS/LCI						
d. Special Education Extended Year	9.43	9.43	9.43	9.43	9.43	9.43
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]						
g. Total, District Funded County Program ADA (Sum of Lines B2a through B2f)	138.22	138.22	138.22	138.22	138.22	138.22
3. TOTAL COUNTY OFFICE ADA (Sum of Lines B1d and B2g)	209.57	209.72	209.72	208.22	208.22	208.22
4. Adults in Correctional Facilities						
5. County Operations Grant ADA	28,475.21	28,475.21	28,475.21	28,475.21	28,475.21	28,475.21
6. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	2019-20 Estimated Actuals			2020-21 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
C. CHARTER SCHOOL ADA						
Authorizing LEAs reporting charter school SACS financial data in their Fund 01, 09, or 62 use this worksheet to report ADA for those charter schools. Charter schools reporting SACS financial data separately from their authorizing LEAs in Fund 01 or Fund 62 use this worksheet to report their ADA.						
FUND 01: Charter School ADA corresponding to SACS financial data reported in Fund 01.						
1. Total Charter School Regular ADA						
2. Charter School County Program Alternative Education ADA						
a. County Group Home and Institution Pupils						
b. Juvenile Halls, Homes, and Camps						
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	1.66	1.28	1.28	0.00	0.00	0.00
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C2a through C2c)	1.66	1.28	1.28	0.00	0.00	0.00
3. Charter School Funded County Program ADA						
a. County Community Schools						
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. Total, Charter School Funded County Program ADA (Sum of Lines C3a through C3e)	0.00	0.00	0.00	0.00	0.00	0.00
4. TOTAL CHARTER SCHOOL ADA (Sum of Lines C1, C2d, and C3f)	1.66	1.28	1.28	0.00	0.00	0.00
FUND 09 or 62: Charter School ADA corresponding to SACS financial data reported in Fund 09 or Fund 62.						
5. Total Charter School Regular ADA						
6. Charter School County Program Alternative Education ADA						
a. County Group Home and Institution Pupils						
b. Juvenile Halls, Homes, and Camps						
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]						
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C6a through C6c)	0.00	0.00	0.00	0.00	0.00	0.00
7. Charter School Funded County Program ADA						
a. County Community Schools						
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. Total, Charter School Funded County Program ADA (Sum of Lines C7a through C7e)	0.00	0.00	0.00	0.00	0.00	0.00
8. TOTAL CHARTER SCHOOL ADA (Sum of Lines C5, C6d, and C7f)	0.00	0.00	0.00	0.00	0.00	0.00
9. TOTAL CHARTER SCHOOL ADA Reported in Fund 01, 09, or 62 (Sum of Lines C4 and C8)	1.66	1.28	1.28	0.00	0.00	0.00

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 approval of the budget.

CRITERIA AND STANDARDS

1. CRITERION: Average Daily Attendance

A. STANDARD: Projected County Operations Grant average daily attendance (ADA) has not been overestimated in 1) the first prior fiscal year OR in 2) two or more of the previous three fiscal years by more than the following percentage levels:

Percentage Level	County Operations Grant ADA
3.0%	0 to 6,999
2.0%	7,000 to 59,999
1.0%	60,000 and over

County Office ADA (Form A, Estimated Funded ADA column, Line B5):

County Office County Operations Grant ADA Standard Percentage Level:

1A-1. Calculating the County Office's County Operations Grant ADA Variances

DATA ENTRY: Enter the County Operations Grant Funded ADA in the Original Budget column for all fiscal years. All other data are extracted or calculated

Fiscal Year	County Operations Grant Funded ADA			ADA Variance Level (If Budget is greater than Actuals, else N/A)	Status
	Original Budget (Form A, Line B5)	Estimated/Unaudited Actuals			
Third Prior Year (2017-18)	28,250.76	28,326.94		N/A	Met
Second Prior Year (2018-19)	27,983.00	28,447.30		N/A	Met
First Prior Year (2019-20)	28,285.49	28,475.21		N/A	Met

1A-2. Comparison of County Office County Operations Grant ADA to the Standard

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

1a. STANDARD MET - Projected County Operations Grant ADA has not been overestimated by more than the standard percentage level for the first prior year.

Explanation:
(required if NOT met)

1b. STANDARD MET - Projected County Operations Grant ADA has not been overestimated by more than the standard percentage level for two or more of the previous three years.

Explanation:
(required if NOT met)

1. CRITERION: Average Daily Attendance (continued)

B. STANDARD: Projected ADA for county operated programs for any of the budget year or two subsequent fiscal years has not increased from the historical average from the three prior fiscal years by more than two percent (2%) each year.

1B-1. Calculating the County Office's Historical Average Projected ADA for County Operated Programs

DATA ENTRY: All data are extracted or calculated.

Average Daily Attendance (Form A, Estimated Actuals, Funded ADA)

Fiscal Year	County and Charter School Alternative Education Grant ADA (Form A, Lines B1d and C2d)	District Funded County Program ADA (Form A, Line B2g)	County Operations Grant ADA (Form A, Line B5)	Charter School ADA and Charter School Funded County Program ADA (Form A, Lines C1 and C3f)
Third Prior Year (2017-18)	104.50	127.34	28,326.94	0.00
Second Prior Year (2018-19)	102.48	137.56	28,447.30	0.00
First Prior Year (2019-20)	72.78	138.22	28,475.21	0.00
Historical Average:	93.25	134.37	28,416.48	0.00

County Office's County Operated Programs ADA Standard:

Budget Year (2020-21) (historical average plus 2%):	95.12	137.06	28,984.81	0.00
1st Subsequent Year (2021-22) (historical average plus 4%):	96.98	139.74	29,553.14	0.00
2nd Subsequent year (2022-23) (historical average plus 6%):	98.85	142.43	30,121.47	0.00

1B-2. Calculating the County Office's Projected ADA for County Operated Programs

DATA ENTRY: Budget year data will be extracted from Form A. Enter the remaining data in each of the 1st and 2nd Subsequent Years. If Form MYP exists, County Operations Grant ADA will be extracted for the two subsequent fiscal years.

Average Daily Attendance (Form A, Estimated Funded ADA)

Fiscal Year	County and Charter School Alternative Education Grant ADA (Form A, Lines B1d and C2d)	District Funded County Program ADA (Form A, Line B2g)	County Operations Grant ADA (Form A, Line B5)	Charter School ADA and Charter School Funded County Program ADA (Form A, Lines C1 and C3f)
Budget Year (2020-21)	70.00	138.22	28,475.21	0.00
1st Subsequent Year (2021-22)	70.00	138.22	28,475.21	0.00
2nd Subsequent Year (2022-23)	70.00	138.22	28,475.21	0.00
Status:	Met	Not Met	Met	Met

1B-3. Comparison of County Office Projected County Operated Programs ADA to the Standard

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

- 1a. STANDARD NOT MET - Projected ADA for county operated programs is above the standard for one or more of the budget or two subsequent fiscal years. Provide reasons why the projection(s) exceed the standard, a description of the methods and assumptions used in projecting ADA, and what changes, if any, will be made to bring the projected ADA within the standard.

Explanation:
(required if NOT met)

District funded county programs remain consistent and not change to ADA is anticipated.

2. CRITERION: LCFF Revenue

STANDARD: Projected local control funding formula (LCFF) revenue for any of the budget year or two subsequent fiscal years has not changed from the prior fiscal year by more than the change in population, plus the county office's gap funding or its cost-of-living adjustment (COLA)¹ plus or minus one percent.

For excess property tax counties, projected LCFF revenue has not changed from the prior fiscal year by more than the percent change in property tax revenues plus or minus one percent.

¹ County offices that are already at or above their LCFF target funding level receive no gap funding. These county offices have a COLA applied to their LCFF target, but their year-over-year revenue increase might be less than the statutory COLA due to certain local factors and components of the funding formula.

2A. County Office's LCFF Revenue Standard

Indicate which standard applies:

- LCFF Revenue
- Excess Property Tax/Minimum State Aid

The County office must select which LCFF revenue standard applies.

LCFF Revenue Standard selected: LCFF Revenue

2A-1. Calculating the County Office's LCFF Revenue Standard

DATA ENTRY: Section I, enter applicable data for all fiscal years. Section I-a is completed by a county office funded at Target, and Section I-b is completed by a county office funded at Hold Harmless. Section II, enter data in Step 2b1 for all fiscal years. Section III, all data are extracted or calculated. Section IV, enter data in Step 1a for the two subsequent fiscal years, Step 2b1 for all fiscal years, and Step 2b3 for current year only. All other data are extracted or calculated.

NOTE: Enter data in Section I, Line c1 and Section IV only if the county office has charter school funded county program ADA corresponding to financial data reported in Fund 01. Due to the full implementation of LCFF, gap funding is no longer applicable. Regardless of the standard selected, criterion 2A-1 must be completed to obtain the total change in population and funding level.

Projected LCFF Revenue

Select County Office's LCFF revenue funding status:

- At Target If status is at target, then COLA amount in Step 2b2 is used in Step 2c in Sections II and III.
 - Hold Harmless If status is hold harmless, then amount in Step 2c is zero in Sections II and III.
- Status: At Target

I. LCFF Funding	Prior Year (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
a. COE funded at Target LCFF				
a1. COE Operations Grant	3,507,025.00	3,229,304.00	2,973,543.00	2,738,038.00
a2. COE Alternative Education Grant	1,227,526.00	1,083,197.00	997,408.00	918,413.00
b. COE funded at Hold Harmless LCFF				
c. Charter Funded County Program				
c1. LCFF Entitlement	0.00	0.00	0.00	0.00
d. Total LCFF (Sum of a or b, and c)	4,734,551.00	4,312,501.00	3,970,951.00	3,656,451.00

II. County Operations Grant

Step 1 - Change in Population

a. ADA (Funded) (Form A, line B5 and Criterion 1B-2)	28,475.21	28,475.21	28,475.21	28,475.21
b. Prior Year ADA (Funded)		28,475.21	28,475.21	28,475.21
c. Difference (Step 1a minus Step 1b (At Target) or 0 (Hold Harmless))		0.00	0.00	0.00
d. Percent Change Due to Population (Step 1c divided by Step 1b)		0.00%	0.00%	0.00%

Step 2 - Change in Funding Level

a. Prior Year LCFF Funding (Section I-a1 (At Target) or Section I-b (Hold Harmless), prior year column)	3,507,025.00	3,229,304.00	2,973,543.00
b1. COLA percentage (if COE is at target)	-7.92%	-7.92%	-7.92%
b2. COLA amount (proxy for purposes of this criterion)	(277,756.38)	(255,760.88)	(235,504.61)
c. Total Change (Step 2b2 (At Target) or 0 (Hold Harmless))	(277,756.38)	(255,760.88)	(235,504.61)
d. Percent Change Due to Funding Level (Step 2c divided by Step 2a)	-7.92%	-7.92%	-7.92%

Step 3 - Weighted Change in Population and Funding Level

a. Percent change in population and funding level (Step 1d plus Step 2d)	-7.92%	-7.92%	-7.92%
b. LCFF Percent allocation (Section I-a1 divided by Section I-d (At Target) or Section I-b divided by Section I-d (Hold Harmless))	74.88%	74.88%	74.88%
c. Weighted Percent change (Step 3a x Step 3b)	-5.93%	-5.93%	-5.93%

III. Alternative Education Grant

	Prior Year (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Step 1 - Change in Population				
a. ADA (Funded) (Form A, lines B1d, C2d, and Criterion 1B-2)	72.78	70.00	70.00	70.00
b. Prior Year ADA (Funded)		72.78	70.00	70.00
c. Difference (Step 1a minus Step 1b)		(2.78)	0.00	0.00
d. Percent Change Due to Population (Step 1c divided by Step 1b)		-3.82%	0.00%	0.00%

Step 2 - Change in Funding Level

a. Prior Year LCFF Funding (Section I-a2 (At Target) or Section I-b (Hold Harmless), prior year column)	1,227,526.00	1,083,197.00	997,408.00
b1. COLA percentage (if COE is at target) (Section II-Step 2b1)	-7.92%	-7.92%	-7.92%
b2. COLA amount (proxy for purposes of this criterion)	(97,220.06)	(85,789.20)	(78,994.71)
c. Total Change (Step 2b2 (At Target) or 0 (Hold Harmless))	(97,220.06)	(85,789.20)	(78,994.71)
d. Percent Change Due to Funding Level (Step 2c divided by Step 2a)	-7.92%	-7.92%	-7.92%

Step 3 - Weighted Change in Population and Funding Level

a. Percent change in population and funding level (Step 1d plus Step 2d)	-11.74%	-7.92%	-7.92%
b. LCFF Percent allocation (Section I-a2 divided by Section I-d (At Target) or Section I-b divided by Section I-d (Hold Harmless))	25.12%	25.12%	25.12%
c. Weighted Percent change (Step 3a x Step 3b)	-2.95%	-1.99%	-1.99%

IV. Charter Funded County Program

	Prior Year (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Step 1 - Change in Population				
a. ADA (Funded) (Form A, line C3f)	0.00	0.00		
b. Prior Year ADA (Funded)		0.00	0.00	0.00
c. Difference (Step 1a minus Step 1b)		0.00	0.00	0.00
d. Percent Change Due to Population (Step 1c divided by Step 1b)		0.00%	0.00%	0.00%

Step 2 - Change in Funding Level

a. Prior Year LCFF Funding (Section I-c1, prior year column)	0.00	0.00	0.00
b1. COLA percentage			
b2. COLA amount (proxy for purposes of this criterion)	0.00	0.00	0.00
c. Percent Change Due to Funding Level (Step 2b2 divided by Step 2a)	0.00%	0.00%	0.00%

Step 3 - Weighted Change in Population and Funding Level

a. Percent change in population and funding level (Step 1d plus Step 2c)	0.00%	0.00%	0.00%
b. LCFF Percent allocation (Section I-c1 divided by Section I-d)	0.00%	0.00%	0.00%
c. Weighted Percent change (Step 3a x Step 3b)	0.00%	0.00%	0.00%

V. Weighted Change

a. Total weighted percent change (Step 3c in sections II, III and IV)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
	-8.88%	-7.92%	-7.92%

LCFF Revenue Standard (line V-a, plus/minus 1%):	-9.88% to -7.88%	-8.92% to -6.92%	-8.92% to -6.92%
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2B. Alternate LCFF Revenue Standard - Excess Property Tax / Minimum State Aid

DATA ENTRY: If applicable to your county office, input data in the 1st and 2nd Subsequent Years for projected local property taxes; all other data are extracted or calculated.

Excess Property Tax or Minimum State Aid County Office Projected LCFF Revenue

	Prior Year (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Projected local property taxes (Form 01, Objects 8021 - 8089)	8,213,106.00	8,271,880.00	8,271,880.00	8,271,880.00
Excess Property Tax/Minimum State Aid Standard (Percent change over previous year, plus/minus 1%):		N/A	N/A	N/A

2C. Calculating the County Office's Projected Change in LCFF Revenue

DATA ENTRY: Enter data in the 1st and 2nd Subsequent Years for LCFF Revenue; all other data are extracted or calculated.

	Prior Year (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. LCFF Revenue (Fund 01, Objects 8011, 8012, 8020-8089)	11,522,263.00	11,450,171.00	11,043,303.00	10,668,658.00
County Office's Projected Change in LCFF Revenue:		-0.63%	-3.55%	-3.39%
Standard:		-9.88% to -7.88%	-8.92% to -6.92%	-8.92% to -6.92%
Status:		Not Met	Not Met	Not Met

2D. Comparison of County Office LCFF Revenue to the Standard

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

- 1a. STANDARD NOT MET - Projected change in LCFF revenue is outside the standard in one or more of the budget or two subsequent fiscal years. Provide reasons why the projection(s) exceed the standard(s) and a description of the methods and assumptions used in projecting LCFF revenue.

Explanation:
(required if NOT met)

SSC - Effective deficit factor applied -7.92% to 2020/2021 and out years.

3. CRITERION: Salaries and Benefits

STANDARD: Projected total salaries and benefits for any of the budget year or two subsequent fiscal years has not changed from the prior fiscal year amount by more than the change in funded COLA plus or minus five percent.

3A. Calculating the County Office's Salaries and Benefits Standard Percentages

DATA ENTRY: All data are extracted or calculated.

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. County Office's Change in Funding Level (Criterion 2C):	-0.63%	-3.55%	-3.39%
2. County Office's Salaries and Benefits Standard (Line 1, plus/minus 5%):	-5.63% to 4.37%	-8.55% to 1.45%	-8.39% to 1.61%

3B. Calculating the County Office's Projected Change in Salaries and Benefits

DATA ENTRY: If Form MYP exists, Salaries and Benefits for the 1st and 2nd Subsequent Years will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

Fiscal Year	Salaries and Benefits (Form 01, Objects 1000-3999) (Form MYP, Lines B1-B3)	Percent Change Over Previous Year	Status
First Prior Year (2019-20)	20,352,982.00		
Budget Year (2020-21)	20,779,700.00	2.10%	Met
1st Subsequent Year (2021-22)	21,500,430.00	3.47%	Not Met
2nd Subsequent Year (2022-23)	22,515,063.00	4.72%	Not Met

3C. Comparison of County Office Change in Salaries and Benefits to the Standard

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

- 1a. STANDARD NOT MET - Projected ratio(s) of salary and benefit costs to total expenditures are outside the standard in one or more of the budget or two subsequent fiscal years. Provide reasons why the projection(s) exceed the standard, a description of the methods and assumptions used in projecting salaries and benefits, and what changes, if any, will be made to bring the projected salary and benefit costs within the standard.

Explanation:
(required if NOT met)

Decrease in STRS and PERS retirement rates from 2019/2020.

4. 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 budget year or two subsequent fiscal years, have not changed from the prior fiscal year amount by more than the change in funded COLA plus or minus ten percent.

For each major object category, changes that exceed the percentage change in the funded COLA plus or minus five percent must be explained.

4A. Calculating the County Office's Other Revenues and Expenditures Standard Percentage Ranges

DATA ENTRY: All data are extracted or calculated.

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. County Office's Change in Funding Level (Criterion 2C):	-0.63%	-3.55%	-3.39%
2. County Office's Other Revenues and Expenditures Standard Percentage Range (Line 1, plus/minus 10%):	-10.63% to 9.37%	-13.55% to 6.45%	-13.39% to 6.61%
3. County Office's Other Revenues and Expenditures Explanation Percentage Range (Line 1, plus/minus 5%):	-5.63% to 4.37%	-8.55% to 1.45%	-8.39% to 1.61%

4B. Calculating the County Office's Change by Major Object Category and Comparison to the Explanation Percentage Range (Section 4A, Line 3)

DATA ENTRY: If Form MYP exists, the 1st and 2nd Subsequent Year data for each revenue and expenditure section will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

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

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Change Is Outside Explanation Range
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Federal Revenue (Fund 01, Objects 8100-8299) (Form MYP, Line A2)

First Prior Year (2019-20)	5,034,390.00		
Budget Year (2020-21)	4,917,722.00	-2.32%	No
1st Subsequent Year (2021-22)	4,917,722.00	0.00%	No
2nd Subsequent Year (2022-23)	4,917,722.00	0.00%	No

Explanation:
(required if Yes)

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

First Prior Year (2019-20)	3,574,976.00		
Budget Year (2020-21)	2,917,805.00	-18.38%	Yes
1st Subsequent Year (2021-22)	2,796,134.00	-4.17%	No
2nd Subsequent Year (2022-23)	2,796,134.00	0.00%	No

Explanation:
(required if Yes)

Removed mandated cost; reduced Career Technical Ed Incentive; removed prior year revenue for Tobacco Use Prevention Education TUPE; reduced TUPE grades 6-12; Removed TUPE Cohort L;

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

First Prior Year (2019-20)	6,718,137.00		
Budget Year (2020-21)	6,997,875.00	4.16%	No
1st Subsequent Year (2021-22)	7,334,610.00	4.81%	Yes
2nd Subsequent Year (2022-23)	8,155,926.00	11.20%	Yes

Explanation:
(required if Yes)

Increased district tuition for SELPA Special Education costs.

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

First Prior Year (2019-20)	1,271,563.00		
Budget Year (2020-21)	866,474.00	-31.86%	Yes
1st Subsequent Year (2021-22)	805,338.00	-7.06%	No
2nd Subsequent Year (2022-23)	725,300.00	-9.94%	Yes

Explanation:
(required if Yes)

Expenditures reduced following revenue changes; decreased books and supplies to cover salary and benefit increases.

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

First Prior Year (2019-20)	7,206,424.93		
Budget Year (2020-21)	4,469,754.00	-37.98%	Yes
1st Subsequent Year (2021-22)	3,492,794.00	-21.86%	Yes
2nd Subsequent Year (2022-23)	3,492,794.00	0.00%	No

Explanation:
(required if Yes)

Expenditures reduced following revenue changes; decreased services and operating to cover salary and benefit increases.

4C. Calculating the County Office's Change in Total Operating Revenues and Expenditures (Section 4A, Line 2)

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Status
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Total Federal, Other State, and Other Local Revenue (Section 4B)

First Prior Year (2019-20)	15,327,503.00		
Budget Year (2020-21)	14,833,402.00	-3.22%	Met
1st Subsequent Year (2021-22)	15,048,466.00	1.45%	Met
2nd Subsequent Year (2022-23)	15,869,782.00	5.46%	Met

Total Books and Supplies, and Services and Other Operating Expenditures (Section 4B)

First Prior Year (2019-20)	8,477,987.93		
Budget Year (2020-21)	5,336,228.00	-37.06%	Not Met
1st Subsequent Year (2021-22)	4,298,132.00	-19.45%	Not Met
2nd Subsequent Year (2022-23)	4,218,094.00	-1.86%	Met

4D. Comparison of County Office Total Operating Revenues and Expenditures to the Standard Percentage Range

DATA ENTRY: Explanations are linked from Section 4B if the status in Section 4C is not met; no entry is allowed below.

- 1a. STANDARD MET - Projected other operating revenues have not changed by more than the standard for the budget and two subsequent fiscal years.

Explanation:

Federal Revenue
(linked from 4B
if NOT met)

Explanation:

Other State Revenue
(linked from 4B
if NOT met)

Explanation:

Other Local Revenue
(linked from 4B
if NOT met)

- 1b. STANDARD NOT MET - Projected total operating expenditures changed by more than the standard in one or more of the budget 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 expenditures within the standard must be entered in Section 4B above and will also display in explanation box below.

Explanation:

Books and Supplies
(linked from 4B
if NOT met)

Expenditures reduced following revenue changes; decreased books and supplies to cover salary and benefit increases.

Explanation:

Services and Other Exps
(linked from 4B
if NOT met)

Expenditures reduced following revenue changes; decreased services and operating to cover salary and benefit increases.

5. CRITERION: Facilities Maintenance

STANDARD: Confirm that the annual contribution for facilities maintenance funding is not less than the amount required pursuant to Education Code Section 17070.75, if applicable, and that the county office is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52066(d)(1) and 17002(d)(1).

Determining the County Office's Compliance with the Contribution Requirement for EC Section 17070.75 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)

NOTE: EC Section 17070.75 requires the county office to deposit into the account a minimum amount equal to or greater than three percent of the total unrestricted general fund expenditures and other financing uses for that fiscal year.

DATA ENTRY: All data are extracted or calculated. If standard is not met, enter an X in the appropriate box and enter an explanation, if applicable.

	Budgeted Unrestricted Expenditures and Other Financing Uses (Form 01, Resources 0000-1999, Objects 1000-7999)	3% Required Minimum Contribution (Unrestricted Budget times 3%)	Budgeted Contribution ¹ to the Ongoing and Major Maintenance Account	Status
Ongoing and Major Maintenance/Restricted Maintenance Account	6,456,488.00	193,694.64	0.00	Not Met

¹ Fund 01, Resource 8150, Objects 8900-8999

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

X	Not applicable (county office does not participate in the Leroy F. Greene School Facilities Act of 1998)
	Other (explanation must be provided)

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

6. 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 county office's available reserves¹ as a percentage of total expenditures and other financing uses², in two out of three prior fiscal years.

6A. Calculating the County Office's Deficit Spending Standard Percentage Levels

DATA ENTRY: All data are extracted or calculated.

	Third Prior Year (2017-18)	Second Prior Year (2018-19)	First Prior Year (2019-20)
1. County Office's Available Reserve Amounts (resources 0000-1999)			
a. Stabilization Arrangements (Funds 01 and 17, Object 9750)	0.00	0.00	0.00
b. Reserve for Economic Uncertainties (Funds 01 and 17, Object 9789)	663,815.00	798,500.00	915,500.00
c. Unassigned/Unappropriated (Funds 01 and 17, Object 9790)	0.00	0.00	0.00
d. Negative County School Service Fund Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999)	(1.46)	(1.26)	(1.27)
e. Available Reserves (Lines 1a through 1d)	663,813.54	798,498.74	915,498.73
2. Expenditures and Other Financing Uses			
a. County Office's Total Expenditures and Other Financing Uses (Fund 01, objects 1000-7999)	22,244,818.43	26,615,538.45	30,513,400.93
b. Plus: Special Education Pass-through Funds (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)	14,689,915.00	17,223,940.04	16,184,395.00
c. Total Expenditures and Other Financing Uses (Line 2a plus Line 2b)	36,934,733.43	43,839,478.49	46,697,795.93
3. County Office's Available Reserve Percentage (Line 1e divided by Line 2c)	1.8%	1.8%	2.0%
County Office's Deficit Spending Standard Percentage Levels (Line 3 times 1/3):	0.6%	0.6%	0.7%

¹Available reserves are the unrestricted amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the County School Service 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 County School Service Fund.

² A county office of education 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.

6B. Calculating the County Office's Deficit Spending Percentages

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Net Change in Unrestricted Fund Balance (Form 01, Section E)	Total Unrestricted Expenditures and Other Financing Uses (Form 01, Objects 1000-7999)	Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	Status
Third Prior Year (2017-18)	1,112,790.82	5,573,824.19	N/A	Met
Second Prior Year (2018-19)	(145,331.28)	7,650,595.55	1.9%	Not Met
First Prior Year (2019-20)	(2,844,584.00)	9,972,413.00	28.5%	Not Met
Budget Year (2020-21) (Information only)	71,739.00	6,456,488.00		

6C. Comparison of County Office Deficit Spending to the Standard

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

- 1a. STANDARD NOT MET - Unrestricted deficit spending has exceeded the standard percentage levels for two or more of the previous three fiscal years. Provide reasons for the deficit spending, a description of the methods and assumptions used in balancing the unrestricted budgets, and what change, if any, will be made to ensure that the subsequent budgets are balanced within the standard.

Explanation:
(required if NOT met)

Planned deficit spending for projects; all projects are anticipated to be completed by 06/30/2020.

7. CRITERION: Fund Balance

STANDARD: Budgeted beginning unrestricted county school service fund balance has not been overestimated for two out of three prior fiscal years by more than the following percentage levels:

Percentage Level ¹	County Office Total Expenditures and Other Financing Uses ²	
1.7%	0	to \$6,317,999
1.3%	\$6,318,000	to \$15,794,999
1.0%	\$15,795,000	to \$71,078,000
0.7%	\$71,078,001	and over

¹ Percentage levels equate to a rate of deficit spending which would eliminate recommended reserves for economic uncertainties over a three year period.

² A county office of education that is the Administrative Unit of a Special Education Local Plan Area may exclude from its expenditures the distribution of funds to its participating members.

County Office's Expenditures and Other Financing Uses (Criterion 8A1), plus SELPA Pass-through (Criterion 7A2b) if Criterion 7A, Line 1 is No:

County Office's Fund Balance Standard Percentage Level:

7A. Calculating the County Office's Special Education Pass-through Exclusions (only for county offices that serve as the AU of a SELPA)

DATA ENTRY: For SELPA AUs, if Form MYP 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; Budget Year data are extracted.

For county offices that serve as the AU of a SELPA (Form MYP, Lines F1a, F1b1, and F1b2):

- Do you choose to exclude pass-through funds distributed to SELPA members from the calculations for fund balance and reserves?
- If you are the SELPA AU and are excluding special education pass-through funds:
 - Enter the name(s) of the SELPA(s): _____

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
b. Special Education Pass-through Funds (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223):	15,853,445.00	15,856,673.00	15,856,673.00

7B. Calculating the County Office's Unrestricted County School Service Fund Beginning Balance Percentages

DATA ENTRY: Enter data in the Original Budget column for the First, Second, and Third Prior Years; all other data are extracted or calculated.

Fiscal Year	Unrestricted County School Service Fund Beginning Balance ³ (Form 01, Line F1e, Unrestricted Column)	Beginning Fund Balance Variance Level (If overestimated, else N/A)	Status
	Original Budget	Estimated/Unaudited Actuals	
Third Prior Year (2017-18)	7,956,929.39	8,207,646.51	N/A
Second Prior Year (2018-19)	8,091,799.92	9,289,122.33	N/A
First Prior Year (2019-20)	8,256,018.33	9,143,791.05	N/A
Budget Year (2020-21) (Information only)	6,299,207.05		

³ Adjusted beginning balance, including audit adjustments and other restatements (objects 9791-9795)

7C. Comparison of County Office Unrestricted Beginning Fund Balance to the Standard

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

- STANDARD MET - Unrestricted county school service fund beginning fund balance has not been overestimated by more than the standard percentage level for two or more of the previous three years.

Explanation:
(required if NOT met)

8. CRITERION: Reserves

STANDARD: Available reserves¹ for any of the budget year or two subsequent fiscal years are not less than the following percentages or amounts as applied to total expenditures and other financing uses²:

Percentage Level ³	County Office Total Expenditures and Other Financing Uses ³	
5% or \$71,000 (greater of)	0	to \$6,317,999
4% or \$316,000 (greater of)	\$6,318,000	to \$15,794,999
3% or \$632,000 (greater of)	\$15,795,000	to \$71,078,000
2% or \$2,132,000 (greater of)	\$71,078,001	and over

¹Available reserves are the unrestricted amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the County School Service 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 County School Service Fund.

² A county office of education that is the Administrative Unit of a Special Education Local Plan Area may exclude from its expenditures the distribution of funds to its participating members.

³ Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 2574), rounded to the nearest thousand.

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
County Office's Expenditures and Other Financing Uses (Criterion 8A1), plus SELPA Pass-through (Criterion 7A2b) if Criterion 7A, Line 1 is No:	26,108,573	25,916,769	26,948,796
County Office's Reserve Standard Percentage Level:	3%	3%	3%

8A. Calculating the County Office's Reserve Standard

DATA ENTRY: If Form MYP exists, 1st and 2nd Subsequent Year data for line 1 will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. Expenditures and Other Financing Uses (Fund 01, objects 1000-7999) (Form MYP, Line B11)	26,108,573.00	25,916,769.00	26,948,796.00
2. Plus: Special Education Pass-through (Criterion 7A, Line 2b if Criterion 7A, Line 1 is No)	15,853,445.00	15,856,673.00	15,856,673.00
3. Total Expenditures and Other Financing Uses (Line A1 plus Line A2)	26,108,573.00	25,916,769.00	26,948,796.00
4. Reserve Standard Percentage Level	3%	3%	3%
5. Reserve Standard - by Percent (Line A3 times Line A4)	783,257.19	777,503.07	808,463.88
6. Reserve Standard - by Amount (From percentage level chart above)	632,000.00	632,000.00	632,000.00
7. County Office's Reserve Standard (Greater of Line A5 or Line A6)	783,257.19	777,503.07	808,463.88

8B. Calculating the County Office's Budgeted Reserve Amount

DATA ENTRY: If Form MYP exists, 1st and 2nd Subsequent Year data for lines 1 through 7 will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

Reserve Amounts

(Unrestricted resources 0000-1999 except lines 4, 8, and 9):

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. County School Service Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYP, Line E1a)	0.00	0.00	0.00
2. County School Service Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYP, Line E1b)	783,500.00	778,000.00	809,000.00
3. County School Service Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYP, Line E1c)	0.00	0.00	0.00
4. County School Service Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYP, Line E1d)	(1.27)	(1.27)	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYP, Line E2a)	0.00	0.00	0.00
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYP, Line E2b)	0.00	0.00	0.00
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYP, Line E2c)	0.00	0.00	0.00
8. County Office's Budgeted Reserve Amount (Lines B1 thru B7)	783,498.73	777,998.73	809,000.00
9. County Office's Budgeted Reserve Percentage (Information only) (Line 8 divided by Section 8A, Line 3)	3.00%	3.00%	3.00%
County Office's Reserve Standard (Section 8A, Line 7):	783,257.19	777,503.07	808,463.88
Status:	Met	Met	Met

8C. Comparison of County Office Reserve Amount to the Standard

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

- 1a. STANDARD MET - Projected available reserves have met the standard for the budget 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 county office have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?

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 county office have ongoing county school service fund expenditures in the budget in excess of one percent of the total county school service fund expenditures that are funded with one-time resources?

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. Use of Ongoing Revenues for One-time Expenditures

1a. Does your county office have large non-recurring county school service fund expenditures that are funded with ongoing county school service fund revenues?

1b. If Yes, identify the expenditures:

S4. Contingent Revenues

1a. Does your county office have projected revenues for the budget 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)?

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 county school service fund to restricted resources in the county school service fund for the budget year and two subsequent fiscal years. Provide an explanation if contributions have changed from prior fiscal year amounts by more than \$20,000 and more than ten percent. Explanation should include whether contributions are ongoing or one-time in nature.

Identify projected transfers to or from the county school service fund to cover operating deficits in either the county school service fund or any other fund for the budget year and two subsequent fiscal years. Provide an explanation if transfers have changed from prior fiscal year amounts by more than \$20,000 and more than ten percent. Explanation should include whether transfers are ongoing or one-time in nature.

Estimate the impact of any capital projects on the county school service fund operational budget.

County Office's Contributions and Transfers Standard: -10.0% to +10.0%
or -\$20,000 to +\$20,000

S5A. Identification of the County Office's Projected Contributions, Transfers, and Capital Projects that may Impact the County School Service Fund

DATA ENTRY: If Form MYP exists, the data will be extracted for the 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data in the 1st and 2nd Subsequent Years. Click the appropriate button for Item 1d. All other data are extracted or calculated.

Description / Fiscal Year	Projection	Amount of Change	Percent Change	Status
1a. Contributions, Unrestricted County School Service Fund (Fund 01, Resources 0000-1999, Object 8980)				
First Prior Year (2019-20)	0.00			
Budget Year (2020-21)	0.00	0.00	0.0%	Met
1st Subsequent Year (2021-22)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2022-23)	0.00	0.00	0.0%	Met
1b. Transfers In, County School Service Fund *				
First Prior Year (2019-20)	0.00			
Budget Year (2020-21)	0.00	0.00	0.0%	Met
1st Subsequent Year (2021-22)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2022-23)	0.00	0.00	0.0%	Met
1c. Transfers Out, County School Service Fund *				
First Prior Year (2019-20)	279,340.00			
Budget Year (2020-21)	196,932.00	(82,408.00)	-29.5%	Not Met
1st Subsequent Year (2021-22)	201,855.00	4,923.00	2.5%	Met
2nd Subsequent Year (2022-23)	206,902.00	5,047.00	2.5%	Met

1d. **Impact of Capital Projects**
Do you have any capital projects that may impact the county school service fund operational budget? No

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

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

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

1a. MET - Projected contributions have not changed by more than the standard for the budget and two subsequent fiscal years.

Explanation:
(required if NOT met)

1b. MET - Projected transfers in have not changed by more than the standard for the budget and two subsequent fiscal years.

Explanation:
(required if NOT met)

- 1c. NOT MET - The projected transfers out of the county school service fund have changed by more than the standard for one or more of the budget or subsequent two fiscal years. Identify the amount(s) transferred, by fund, and whether transfers are ongoing or one-time in nature. If ongoing, explain the county office's plan, with timeframes, for reducing or eliminating the transfers.

Explanation:
(required if NOT met)

Removed transfer to YCCP Yolo County Career Program Charter. Charter closed August 2019.

- 1d. NO - There are no capital projects that may impact the county school service fund operational budget.

Project Information:
(required if YES)

S6. Long-term Commitments

Identify all existing and new multiyear commitments¹ and their annual required payment for the budget year and two subsequent fiscal years. Explain how any increase in annual payments will be funded.

Also, explain how any decrease to funding sources used to pay long-term commitments will be replaced.

¹ Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

S6A. Identification of the County Office's Long-term Commitments

DATA ENTRY: Click the appropriate button in item 1 and enter data in all columns of item 2 for applicable long-term commitments; there are no extractions in this section.

1. Does your county office have long-term (multiyear) commitments?
(If No, skip item 2 and sections S6B and S6C)

2. If Yes to item 1, list all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in Criterion S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2020
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases	13	Fund 01 & Fund 25		5,375,000
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences	10	Fund 01: Miscellaneous resources		120,925

Other Long-term Commitments (do not include OPEB):

Type of Commitment	# of Years Remaining	Funding Sources (Revenues)	Debt Service (Expenditures)	Principal Balance as of July 1, 2020
TOTAL:				5,495,925

Type of Commitment (continued)	Prior Year (2019-20) Annual Payment (P & I)	Budget Year (2020-21) Annual Payment (P & I)	1st Subsequent Year (2021-22) Annual Payment (P & I)	2nd Subsequent Year (2022-23) Annual Payment (P & I)
Capital Leases				
Certificates of Participation	363,119	378,744	393,119	401,369
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (continued):

Type of Commitment	Prior Year (2019-20) Annual Payment (P & I)	Budget Year (2020-21) Annual Payment (P & I)	1st Subsequent Year (2021-22) Annual Payment (P & I)	2nd Subsequent Year (2022-23) Annual Payment (P & I)
Total Annual Payments:	363,119	378,744	393,119	401,369
Has total annual payment increased over prior year (2019-20)?		Yes	Yes	Yes

S6B. Comparison of County Office's Annual Payments to Prior Year Annual Payment

DATA ENTRY: Enter an explanation if Yes.

- 1a. YES - Annual payments for long-term commitments have increased in one or more of the budget or two subsequent fiscal years. Explain how the increase in annual payment(s) will be funded.

Explanation:
(required if Yes to increase
in total annual payments)

The amounts above reflect the annual required payment, per the COP repayment schedule. Therefore, the increase costs are required and allocated.

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 annual payments.

Explanation:
(required if Yes)

S7. Unfunded Liabilities

Estimate the unfunded liability for postemployment benefits other than pensions (OPEB) based on an actuarial valuation, if required, or other method; identify or estimate the actuarially determined contribution (if available); and indicate how the obligation is funded (pay-as-you-go, amortized over a specific period, etc.).

Estimate the unfunded liability for self-insurance programs such as workers' compensation based on an actuarial valuation, if required, or other method; identify or estimate the required contribution; and, indicate how the obligation is funded (level of risk retained, funding approach, etc.).

S7A. Identification of the County Office's Estimated Unfunded Liability for Postemployment Benefits Other than Pensions (OPEB)

DATA ENTRY: Click the appropriate button in item 1 and enter data in all other applicable items; there are no extractions in this section except the budget year data on line 5b.

1. Does your county office provide postemployment benefits other than pensions (OPEB)? (If No, skip items 2-5)

2. For the county office's OPEB:
a. Are they lifetime benefits?

b. Do benefits continue past age 65?

c. Describe any other characteristics of the county office's OPEB program including eligibility criteria and amounts, if any, that retirees are required to contribute toward their own benefits:

3. a. Are OPEB financed on a pay-as-you-go, actuarial cost, or other method?

b. Indicate any accumulated amounts earmarked for OPEB in a self-insurance or government fund

	Self-Insurance Fund	Government Fund
	0	691,458

4. OPEB Liabilities

a. Total OPEB liability	1,391,246.00
b. OPEB plan(s) fiduciary net position (if applicable)	
c. Total/Net OPEB liability (Line 4a minus Line 4b)	1,391,246.00
d. Is total OPEB liability based on the county office's estimate or an actuarial valuation?	Actuarial
e. If based on an actuarial valuation, indicate the measurement date of the OPEB valuation.	Jan 14, 2020

5. OPEB Contributions

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
a. OPEB actuarially determined contribution (ADC), if available, per actuarial valuation or Alternative Measurement Method	0.00	0.00	0.00
b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (funds 01-70, objects 3701-3752)	230,782.00	230,782.00	230,782.00
c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)	126,914.00	126,914.00	126,914.00
d. Number of retirees receiving OPEB benefits	27	27	27

S7B. Identification of the County Office's Unfunded Liability for Self-Insurance Programs

DATA ENTRY: Click the appropriate button in item 1 and enter data in all other applicable items; there are no extractions in this section.

1. Does your county office 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 7A) (If No, skip items 2-4)

Yes

2. Describe each self-insurance program operated by the county office, including details for each such as level of risk retained, funding approach, basis for the valuation (county office's estimate or actuarial valuation), and date of the valuation:

Self insurance dental plan.

3. Self-Insurance Liabilities

- a. Accrued liability for self-insurance programs
b. Unfunded liability for self-insurance programs

1,103,033.00
1,050,641.00

4. Self-Insurance Contributions

- a. Required contribution (funding) for self-insurance programs
b. Amount contributed (funded) for self-insurance programs

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
a. Required contribution (funding) for self-insurance programs	329,100.00	329,100.00	329,100.00
b. Amount contributed (funded) for self-insurance programs	329,100.00	329,100.00	329,100.00

S8. Status of Labor Agreements

Analyze the status of all employee labor agreements. Identify new labor agreements, 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 at budget adoption, upon settlement with certificated or classified staff:

The county office of education must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the California Department of Education (CDE) with an analysis of the cost of the settlement and its impact on the operating budget.

The CDE shall review the analysis relative to the criteria and standards, and may provide written comments to the president of the governing board and the county superintendent of schools.

S8A. Cost Analysis of County Office's Labor Agreements - Certificated (Non-management) Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Number of certificated (non-management) full-time-equivalent (FTE) positions	61.2	63.9	63.9	63.9

Certificated (Non-management) Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year?

No

If Yes, and the corresponding public disclosure documents have not been filed with the CDE, complete questions 2-4.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 5 and 6.

Negotiations Settled

2. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

3. Period covered by the agreement:

Begin Date:

End Date:

4. Salary settlement:

Budget Year
(2020-21)

1st Subsequent Year
(2021-22)

2nd Subsequent Year
(2022-23)

Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?

No		
----	--	--

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

5. Cost of a one percent increase in salary and statutory benefits

53,774

Budget Year
(2020-21)

1st Subsequent Year
(2021-22)

2nd Subsequent Year
(2022-23)

6. Amount included for any tentative salary schedule increases

--	--	--

Certificated (Non-management) Health and Welfare (H&W) Benefits

1. Are costs of H&W benefit changes included in the budget 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

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	Yes	Yes
capped	capped	capped

Certificated (Non-management) Prior Year Settlements

- Are any new costs from prior year settlements included in the budget?
If Yes, amount of new costs included in the budget and MYPs
If Yes, explain the nature of the new costs:

No		

Certificated (Non-management) Step and Column Adjustments

1. Are step & column adjustments included in the budget and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	Yes	Yes

Certificated (Non-management) Attrition (layoffs and retirements)

1. Are savings from attrition included in the budget and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the budget and MYPs?

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	Yes	Yes
Yes	Yes	Yes

Certificated (Non-management) - Other

List other significant contract changes and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

S8B. Cost Analysis of County Office's Labor Agreements - Classified (Non-management) Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Number of classified (non-management) FTE positions	97.0	108.3	108.3	108.3

Classified (Non-management) Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year?

No

If Yes, and the corresponding public disclosure documents have not been filed with the CDE, complete questions 2-4.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 5 and 6.

Negotiations Settled

2. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

3. Period covered by the agreement:

Begin Date:

End Date:

4. Salary settlement:

Budget Year
(2020-21)

1st Subsequent Year
(2021-22)

2nd Subsequent Year
(2022-23)

Is the cost of salary settlement included in the budget 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

5. Cost of a one percent increase in salary and statutory benefits

76,836

Budget Year
(2020-21)

1st Subsequent Year
(2021-22)

2nd Subsequent Year
(2022-23)

6. Amount included for any tentative salary schedule increases

--	--	--

Classified (Non-management) Health and Welfare (H&W) Benefits

1. Are costs of H&W benefit changes included in the budget 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

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	Yes	Yes
capped	capped	capped

Classified (Non-management) Prior Year Settlements

- Are any new costs from prior year settlements included in the budget?
If Yes, amount of new costs included in the budget and MYPs
If Yes, explain the nature of the new costs:

No		

Classified (Non-management) Step and Column Adjustments

1. Are step & column adjustments included in the budget and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	Yes	Yes

Classified (Non-management) Attrition (layoffs and retirements)

1. Are savings from attrition included in the budget and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the budget and MYPs?

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	Yes	Yes
Yes	Yes	Yes

Classified (Non-management) - Other

List other significant contract changes and the cost impact of each change (i.e., hours of employment, leave of absence, bonuses, etc.):

S8C. Cost Analysis of County Office's Labor Agreements - Management/Supervisor/Confidential Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Number of management, supervisor, and confidential FTE positions	29.7	29.2	29.2	29.2

Management/Supervisor/Confidential Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year?

n/a

If Yes, complete question 2.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 3 and 4.

If n/a, skip the remainder of Section S8C.

Negotiations Settled

2. Salary settlement:

Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?

Total cost of salary settlement

% change in salary schedule from prior year (may enter text, such as "Reopener")

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?			
Total cost of salary settlement			
% change in salary schedule from prior year (may enter text, such as "Reopener")			

Negotiations Not Settled

3. Cost of a one percent increase in salary and statutory benefits

40,538

4. Amount included for any tentative salary schedule increases

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Amount included for any tentative salary schedule increases			

Management/Supervisor/Confidential Health and Welfare (H&W) Benefits

- Are costs of H&W benefit changes included in the budget 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

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Are costs of H&W benefit changes included in the budget and MYPs?	Yes	Yes	Yes
Total cost of H&W benefits	capped	capped	capped
Percent of H&W cost paid by employer			
Percent projected change in H&W cost over prior year			

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 & column over prior year

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Are step & column adjustments included in the budget and MYPs?	Yes	Yes	Yes
Cost of step & column adjustments			
Percent change in step & column over prior year			

Management/Supervisor/Confidential Other Benefits (mileage, bonuses, etc.)

- Are costs of other benefits included in the budget and MYPs?
- Total cost of other benefits
- Percent change in cost of other benefits over prior year

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Are costs of other benefits included in the budget and MYPs?	Yes	Yes	Yes
Total cost of other benefits			
Percent change in cost of other benefits over prior year			

S9. Local Control and Accountability Plan (LCAP)

Confirm that the county office of education's governing board has adopted an LCAP or an update to the LCAP effective for the budget year.

DATA ENTRY: Click the appropriate Yes or No button in item 1, and enter the date in item 2.

1. Did or will the county office of education's governing board adopt an LCAP or an update to the LCAP effective for the budget year?

2. Adoption date of the LCAP or an update to the LCAP.

S10. LCAP Expenditures

Confirm that the county office of education's budget includes the expenditures necessary to implement the LCAP or annual update to the LCAP.

DATA ENTRY: Click the appropriate Yes or No button.

Does the county office of education's budget include the expenditures necessary to implement the LCAP or annual update to the LCAP as described in the Local Control and Accountability Plan and Annual Update Template?

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 A1 through A8 except item A3, which is automatically completed based on data in Criterion 1.

- A1. Do cash flow projections show that the county office will end the budget year with a negative cash balance in the county school service fund?

- A2. Is the system of personnel position control independent from the payroll system?

- A3. Is the County Operations Grant ADA decreasing in both the prior fiscal year and budget year? (Data from Criterion 1, Sections 1B-1 and 1B-2, County Operations Grant ADA column, are used to determine Yes or No)

- A4. Are new charter schools operating in county office boundaries that impact the county office's ADA, either in the prior fiscal year or budget year?

- A5. Has the county office entered into a bargaining agreement where any of the budget or subsequent years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?

- A6. Does the county office provide uncapped (100% employer paid) health benefits for current or retired employees?

- A7. Does the county office have any reports that indicate fiscal distress? (If Yes, provide copies to CDE)

- A8. Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:
(optional)

End of County Office Budget Criteria and Standards Review

4. 3. COVID-19 Operations Written Report

Description

This Operations Written Report is being presented for adoption in accordance with Governor Newsom's Executive order N-56-20 which states:

(i) The governing board or body of the LEA adopts, during the same meeting at which the governing board or body of the LEA adopts the annual budget due July 1, 2020, a written report to the community that explains the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 emergency and the major impacts of such closures on students and families, which shall include, at minimum, a description of how the LEA is meeting the needs of unduplicated pupils, defined consistent with Education Code section 42238.02(b)(1), during the period of school closures and the steps taken by the LEA, consistent with Paragraph 2 of Executive Order N-26-20, to support the following during the period of school closures:

- a. Continue delivering high-quality distance learning opportunities;
- b. Provide school meals in non-congregate settings; and
- c. Arrange for supervision of students during ordinary school hours.

(ii) School districts and county boards of education submit the written report adopted pursuant to clause (i) to the county superintendent of schools or the Superintendent of Public Instruction, respectively, in conjunction with submission of the adopted annual budget.

This report conforms to all of the requirements and was created as a joint work between our Alternative Education, Special Education, and Early Childhood Education Departments. This document replaces the adoption of our normal 19-20 LCAP which has been moved to December 15th.

Recommendation

It is staff's recommendation that the board approves this item.

Supporting Documents

 [COVID-19 Operations Written Report.pdf](#)

Supporting Links

Full Executive Order N-56-20 - <https://www.gov.ca.gov/wp-content/uploads/2020/04/EO-N-56-20-text.pdf>

Contact Person

Dr. Carolynne Beno, Associate Superintendent of Educational Services, will present this item.

COVID-19 Operations Written Report for Yolo County Office of Education

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Yolo County Office of Education	Dr. Micah Studer Executive Director, Equity and Support Services	micah.studer@ycoe.org 530.668.3775	06/23/2020

Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broader understanding of the changes your LEA has put in place. LEAs are strongly encouraged to provide descriptions that do not exceed 300 words.

Provide an overview explaining the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 emergency and the major impacts of the closures on students and families.

All YCOE programs closed March 13th, 2020. At the time of closure, YCOE programs began planning a "phased-in" approach to Distance Learning implementation.

Alternative Education Programs

Distance Learning was put into action on March 23rd, 2020. All students are assigned to a staff member to "case manage" both academic and social-emotional needs. All students are enrolled in at least two Edgenuity online courses. In addition, enrichment activities are provided through the reading of a common novel, ceramic and two dimensional art (Yolo Arts), and poetry through SAYS (Sacramento Area Youth Speaks). Professional development opportunities are provided ongoing for staff as needs develop or additional programs are implemented by staff are utilizing a variety of technology platforms (ex, Zoom, Google Classroom, etc.) to connect with students and on another.

Early Childhood Education Programs

Distance Learning was put into action on March 31st, 2020. Parents can access school readiness and social-emotional activities through the Internet, monthly hard copies distributions, and cellular applications downloaded to their cellphones. Head Start staff contact families twice weekly to stay in contact and to receive updates on how the families are doing, and to connect families with resources. Activities follow the school curriculum and provide support for dual language learners.

Regional Special Education Programs

Phase I of Distance Learning (outreach) was put into action on March 31, 2020. Phase II of Distance Learning (implementation of Distance Learning) became effective April 20, 2020. Students Individualized Educational Program (IEP) services are provided by IEP team members via a hybrid model using digital platforms, packets, and manipulative kits as appropriate to meet identified areas of need. Families may pick up materials on designated pick dates along with devices such as Chromebooks, iPads, and Hot Spots. Items are also delivered to families where pickup times presented a hardship. Case managers and related service providers provide a Distance Learning work schedule to their program principals with designated prep time, instruction time, check-in times with families, and office hours.

Provide a description of how the LEA is meeting the needs of its English learners, foster youth and low-income students.

Since the predominance of YCOE students are identified as Low-income, Foster Youth, or English Learners, student and family needs are individually assessed across the continuum of YCOE programs to provide targeted supports. Some examples of targeted supports are listed below.

English Learners

Across all of our programs, support is provided to students and their families in their home language to ensure the coordination of appropriate supports. In addition to these supports, our students receive academic support appropriate to their individual needs. In Early Childhood Education, Sobrato Early Academic Language strategies are embedded in the monthly calendar of school readiness activities. Our Alternative Education program students receive direct support from their teachers. Students additionally engage in courses with integrated English Language Development (ELD) support as well as maintaining access to designated ELD courses through Edgenuity. In the regional special education programs, linguistically appropriate goals are embedded in the IEP along with appropriate ELD strategies.

Countywide Coordination of Services for Foster and Homeless Youth:

The Foster and Homeless Youth Education Program is providing continued case management services to students and families through weekly check-in calls. The team is assessing the student and family's needs and making referrals to community resources as appropriate (housing, food, mental health, and technological resources). The program is working with Local Education Agencies (LEAs), Counties (including Yolo County Office of Education), and community partners to support interagency collaboration, school stability, and information sharing. We continue to work with LEA's and Counties to ensure prompt enrollment and timely transfer of records for students. The Foster Youth Services Coordinating Program (FYSCP) has transitioned to supporting transitional age youth Individual Learning Plans (ILP) through weekly Zoom workshops.

Low-Income Students

We continue to assess and provide targeted support to low-income students tailored to their specific needs. Across the board, learning resources are made available, free of charge, to all families. In addition, our teams are providing delivery of instructional materials for students who may be unable to pick up materials or face other challenges in accessing the Distance Learning Curriculum. In addition, our Early Childhood Education program partners with our local food bank to deliver groceries to families who face transportation challenges. For our Alternative Education Program, students are provided with Chromebooks and hotspots to access the digital learning curriculum. For our regional special education programs, specialized resources are being made available to students through the Individualized Education Plan process.

Provide a description of the steps that have been taken by the LEA to continue delivering high-quality distance learning opportunities.

Across all programs, YCOE is leveraging both digital and non-digital resources to meet the needs of our students. In addition to making resources available in multiple formats, we are also ensuring access for all students by providing delivery of resources to students and families who face transportation challenges. All following steps are taken in alignment with the COVID-19 school closure guidelines including social distancing, personal protective equipment (PPE), and post-contact cleaning procedures.

Alternative Education Programs

Alternative Education ensures high-quality Distance Learning opportunities through a case-management model that blends academic, behavioral, and social-emotional supports thorough a Multi-Tiered System of Support (MTSS). This model was phased in with the planning phase beginning on April 16th, 2020, and leading into full implementation on April 23rd, 2020. During phase one, targeted activities examine needs and strategized supports. Some activities during phase one included:

- Organizing the Distance Learning model
- Creating an inventory of technology needs
- Staff training and support
- Prioritizing seniors for initial resource deployment

With the full implementation of phase two, all students are enrolled in at least two Edgenuity online courses. In addition, enrichment activities are provided through the reading of a common novel, ceramic and two dimensional Art (Yolo Arts), and poetry through SAYS (Sacramento Area Youth Speaks). Professional development opportunities are provided ongoing for staff as needs develop or additional programs are implemented. Staff are utilizing a variety of technology platforms (ex, Zoom, Google Classroom, etc.) To coordinate these academic offerings, case managers collaborate with our special education partners and one another to create individual student schedules with an emphasis on ensuring student engagement. We also provide wrap-around supports for our students and their families through ongoing outreach to families and welfare checks by our certificated staff, youth advocates, counselors, and administrators. As needs arise, school and community resources are made available.

Early Childhood Education Programs

The Distance Learning plan highlights the importance of children feeling safe and comfortable while at home for most of the day. Activities focus on the family as teachers and activities lean on interactive participation, songs, chants, and reading stories. Families receive two phone contacts weekly. The first call is to hear about the child and the family. The second is to listen for any needs the family may have and determine ways to make resources available to help with those needs. If staff are unable to make contact with a family and attempts have been made through phone and email, a home visit is made in accordance with the COVID-19 school closure guidelines.

Special Education District Programs

YCOE special education Distance Learning program's priority is to continue to provide access as appropriate via the Distance Learning delivery of service model. This will continue to include a hybrid approach of using various tools to provide access to learning to students with disabilities. Distance Learning will continuously be monitored and implementation of services will be adjusted as appropriate to align with the COVID-19 school closure guidelines. The following steps have been taken by the YCOE special education department to assure high-quality Distance Learning opportunities:

Phase I:

- Outreach to families
- Inventory of technological needs
- Family and student welfare check
- Case managers collaboration time with IEP related service providers
- Case managers Distance Learning schedule for caseloads
- Delivery of instructional materials (devices, packets, manipulative kits)

Phase II:

- Implementation of IEP services via Distance Learning
- Continued delivery of instructional materials
- Family and student check-ins
- Community resources provided
- Continued monitoring of Distance Learning delivery of services to align with COVID-19 school closure guidelines

Provide a description of the steps that have been taken by the LEA to provide school meals while maintaining social distancing practices.

Meals are provided to students in partnership with our County LEAs. Our partners provide breakfast and lunch at no cost to all school-age children 18 years of age and under. Maps for locations are published on the County Office of Education webpage and have been mailed to all students within our programs.

Provide a description of the steps that have been taken by the LEA to arrange for supervision of students during ordinary school hours.

Student supervision was planned with our LEA partners and included a needs assessment that looked at the options available under COVID-19 guidelines. As a result of this partnership and collaboration, it was determined that the Local Planning Council would be the point of

contact for childcare needs for children of essential workers. Through this process any children of an essential worker with a childcare need is matched up with a provider in operation out of a list of 120 participating providers.

4. 4. School Site Safety Plans

Description

Comprehensive School Safety Plans are required under SB 719 & AB 115 and contain the following elements:

- Assessment of school crime committed on school campuses and at school-related functions
- Child abuse reporting procedures
- Disaster procedures - Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The attached Comprehensive School Safety Plans for Cesar Chavez Community School and Greengate School address each of the aforementioned requirements. The only change that was made to these plans between the 1st reading and this version was to update Page 27 of Greengate's plan to have an adult (a para professional as opposed to a student) respond in the event of a "teacher down" situation.

Comprehensive School Safety Plans are required to be reviewed and updated by March 1st every year. In future years, Comprehensive School Safety Plans will come to the Board for information in December and then approval in January.

Recommendation

Our recommendation is to approve this item conditionally, pending approval from the School Site Councils at our schools once we are able to resume in-person meetings.

Supporting Documents



[2019_Comprehensive_School_Safety_Plan_Greengate__School_for 6.23.20.pdf](#)



[2019_Comprehensive_School_Safety_Plan_Cesar_Chavez_Community__School_for 6.23.20.pdf](#)

Contact Person

Carolynne Beno, Associate Superintendent of Educational Services will present this item.

Comprehensive School Safety Plan

**2019-2020
School Year**

School: Greengate School
CDS Code: 5710579 6077275
District: Yolo County Office of Education
Address: 285 W. Beamer St.
Woodland, Ca.95695

Date of Adoption:

Date of Update:

Date of Review:

- with Staff
- with Law Enforcement
- with Fire Authority

Approved by:

Name	Title	Signature	Date
Dr. Carolynne Beno	YCOE Associate Superintendent of Educational Services		
Jonelle Castiglia	YCOE Special Education Principal		
Jessica Burrone	YCOE Director of Special Education		

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Comprehensive School Safety Plan Purpose

Effective January 1, 2019, Assembly Bill 1747 (Rodriguez), School Safety Plans, became law. This bill requires that during the writing and development of the comprehensive school safety plan (CSSP), the school site council or safety committee consult with a fire department and other first responder entities in addition to currently required entities. It requires the CSSP and any updates made to the plan to be shared with the law enforcement agency, the fire department, and the other first responder entities.

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school.

In 2004, the Legislature and Governor recast and renumbered the Comprehensive School Safety Plan provisions in SB 719 and AB 115. It is the intent of the Legislature in enacting the provisions to support California public schools as they develop their mandated comprehensive safety plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses.

The historical requirement of the Comprehensive School Safety Plan was presented in Senate Bill 187, which was approved by the Governor and chaptered in 1997. This legislation contained a sunset clause that stated that this legislation would remain in effect only until January 1, 2000. Senate Bill 334 was approved and chaptered in 1999 and perpetuated this legislation under the requirement of the initial legislation.

Comprehensive School Safety Plans are required under SB 719 & AB 115 and contains the following elements:

Assessment of school crime committed on school campuses and at school-related functions

- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. In July of every year, the school will report on the status of its school safety plan including a description of its key elements in the annual school accountability report card.

A copy of the Comprehensive School Safety Plan is available for review at the school office and administration offices..

Safety Plan Vision

Maintaining a safe environment is critical to success and is everyone's responsibility. This means school and county office officials work towards ensuring that grounds and buildings are safe. We believe that our students have a right to learn in a safe environment.

The primary purpose of the safety plan is to help school officials protect the lives and well-being of students and staff through emergency preparedness planning to ensure prompt and appropriate response of trained school personnel when a school crisis occurs. Rational and effective thinking on the part of each staff person is key to that goal. The safety plan is intended to help each school site maximize safety by reducing panic and facilitating effective action during the critical first 10 minutes of a crisis.

School officials must recognize that emergencies are fluid events and the emergency procedures outlined may not fit every situation. Administrators and staff must remain flexible and be prepared to promptly adapt their actions as necessary.

The most critical element in any crisis is to stay calm since students will mirror the attitude/actions of the adults around them. The ability to manage fear and remain calm in the midst of chaos is the most effective tool for minimizing the impact of any crisis.

Components of the Comprehensive School Safety Plan (EC 32281)

Greengate School Safety Committee

Principal Jonelle Castiglia and Leadership Team

Assessment of School Safety

Review and assessment of the current safety needs will be conducted regularly.

Strategies and Programs to Provide and Maintain a High Level of Safety (EC 32281(a)1, items A-J)

Appropriate strategies and programs will provide or maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety, which shall include the development of the following:

- A. Child abuse reporting procedures consistent with Penal Code 11164
- B. Routine and emergency disaster procedures
- C. Reference to Board Policies and Administrative Regulations related to school safety. These documents can be found on the YCOE website under Superintendent and Policies.
- D. District safety policies

(A) Child Abuse Reporting Procedures (EC 35294.2 [a] [2]; PC 11166)

School district employees are mandated reporters and shall make a report when in his/her professional capacity or within the scope of his/her employment, he/she has knowledge of or observes a child who the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. All District staff receive training in mandated reporting procedures on a yearly basis. (Penal Code 11166)

Immediately or as soon as practicable after knowing or observing suspected child abuse or neglect, a mandated reporter shall make an initial report by telephone to Yolo County Child Welfare Services (530) 669-2345 (day) or (530) 669-8920 (nights). Alternatively, a mandated reporter can contact the Woodland Police Department (530) 666-2411 or West Sacramento Police Department (916) 617-4900 depending on the campus. Within 36 hours of knowing or observing the information concerning the incident, the mandated reporter shall then prepare and either send, fax, or electronically submit to Yolo County Child Welfare Services a written follow-up report, which includes a completed Suspected Child Abuse Report form (SS 8572). (Penal Code 11166, 11168)

For complete policies and procedures see Board Policy and Administrative Regulation BP 5141.4 Child Abuse Reporting Procedures available on the YCOE website (www.ycoe.org) under Superintendent and Policies.

(B) Disaster Procedures (EC 35295-35297; GC 8607 and 3100)

Disaster Plan (See Appendix C-F)

Each classroom has an Emergency Response binder which contains the comprehensive safety plan as well as our emergency policies and procedures. Each working space that has students or staff has a red emergency folder which contains lockdown, shelter in place, and evacuation procedures, emergency contact numbers, basic first aid information, class roster, and site evacuation maps. Drills are done with staff and students at least twice a year to practice the emergency procedures.

Public Agency Use of School Buildings for Emergency Shelters

A school site is available to governmental agencies such as law enforcement and fire as directed and needed.

(C) School Suspension, Expulsion and Mandatory Expulsion Guidelines

A student may be suspended or expelled for any of the causes listed in state Education Code 48900 through 48915 and Board Policies. A summary of the causes is listed in AR 5144.1.

A student may be suspended or expelled for acts related to school activity or attendance that occur at any time, including, but not limited to (1) while the student is on school grounds; (2) while the student is going to or coming from school; (3) during the lunch period, whether on campus or off campus; or (4) during or while a student is going to or coming from a school-sponsored activity.

Suspension must be preceded by an informal conference with the student, unless the principal or designee believes an emergency exists and orders the student to immediately leave the school because the student's presence is a danger to persons or property, or is a threat to the academic program. In such cases the conference will be held as soon as practical, but within two (2) school days.

At the informal conference, the decision to suspend will be explained by the principal or the principal's designee. The conference will include the following steps: (1) The student will be informed of the reason for the disciplinary action and the evidence against them; (2) The student will be provided an opportunity to present their written and/or verbal statement and evidence in their defense. If the student needs assistance with a written statement, they will be assisted. Those statements will be attached to the school file copy of the suspension form.

If not delivered at the time of the suspension, the Notice of Suspension shall be delivered or mailed to the parent/legal guardian within one (1) school day of the beginning of the suspension. State law (Education Code 48911) makes it the student's and parent/legal guardian's duty to respond to school official's request to attend a conference concerning his/her child's behavior. The conference may be held at the time of suspension or at re-entry.

Appeal of Suspension: The student/parent(s) may appeal a suspension. Parents shall put their request for appeal in writing, clearly stating the reason for the appeal, which shall be one or both of the following contentions: 1) Procedural due process was not followed or 2) The reason to suspend was not in compliance with District policies and procedures and/or law. Unless there is clear evidence that a procedural or legal violation and/or District procedures were violated, the school administration's decision to suspend will be upheld.

If someone other than the principal has suspended the student, the principal receives the appeal. Upon receipt of the written request, the principal shall delay the implementation of the suspension for one (1) day following the day of the request, if the appeal cannot be considered the day of the request. However, if the principal concludes that the student poses a danger to self or others or is a serious threat of disruption of the educational process, the principal shall not delay for one (1) day the implementation of the suspension. The principal will conduct fact finding in regards to the appeal and render a timely decision. Fact finding will include input from school administration and the person appealing the suspension. The decision of the Principal is final and, thus, ends the appeal process.

If the principal is not available within 24 hours of the request for appeal or if the principal initiated the suspension, the parent should appeal directly to the Director of Student Services or designee. The Director of Special Education or designee will conduct the fact finding in regards to the appeal and render a decision in a timely manner. The decision of the Director or designee is final and, thus, ends the appeal process.

Additional information on the suspension and expulsion process can be found in:

BP 5119 Students Expelled from Other Districts

BP 5131 Conduct

BP and AR 5144 Discipline

BP and AR 5144.1 Suspension and Expulsion/Due Process

BP and AR 5144.2 Suspension and Expulsion/Due Process, students with disabilities

BP and SP 5144.3 Student Expulsion Appeals

(D) Procedures to Notify Teachers of Dangerous Pupils (EC 49079)

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

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

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

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

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

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

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

(E) Sexual Harassment Policies (EC 212.6 [b])

The Yolo County Board of Education and the Yolo County Office of Education are committed to maintaining a safe school environment that is free from harassment and discrimination. The County Office prohibits sexual harassment or sexual violence of students at school or at school-sponsored or school-related activities. The County Office also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant or respondent in alleging sexual harassment.

The District strongly encourages any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult to immediately contact his/her teacher, the principal, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the principal or a district compliance officer.

Complaints regarding sexual harassment shall be investigated and resolved in accordance with law and district procedures specified in AR 1312.3 - Uniform Complaint Procedures. Principals are responsible for notifying students and parents/guardians that complaints of sexual harassment can be filed under AR 1312.3 and where to obtain a copy of the procedures.

The Superintendent or designee shall ensure that all District students receive age-appropriate instruction and information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex
2. A clear message that students do not have to endure sexual harassment
3. Encouragement to report observed instances of sexual harassment, even where the victim of the harassment has not complained
4. A clear message that student safety is the district's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved

5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and prompt action shall be taken to stop any harassment, prevent recurrence, and address any continuing effect on students
6. Information about the County Office's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made
7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues
8. A clear message that, when needed, the district will take interim measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation and that, to the extent possible, when such interim measures are taken, they shall not disadvantage the complainant or victim of the alleged harassment

Any student who engages in sexual harassment at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to appropriate interventions and/or disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account. Any student who engages in sexual violence at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to appropriate interventions and/or disciplinary action, up to and including suspension and/or expulsion.

Any staff member found to have engaged in sexual harassment or sexual violence toward any student shall be subject to discipline up to and including dismissal in accordance with applicable policies, laws, and/or collective bargaining agreements.

The Superintendent of designee maintains a record of reported cases of sexual harassment to enable the District to monitor, address, and prevent repetitive harassing behavior in Yolo County Office of Education schools.

For additional information see:

BP and AR 1312.3 Uniform Complaint Procedures and Form

BP and AR 5145.7 Sexual Harassment

Additional information can be found on the County Office website under Superintendent and Policies at <http://www.ycoe.org>.

(F) School-wide Dress Code Relating to Gang-Related Apparel (EC 35183)

The Yolo County Board of Education and the Yolo County Office of Education believe that appropriate dress and grooming contribute to a productive learning environment. The County Office expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction that would interfere with the educational process.

The site administrator, staff and parents/guardians at a school may establish a reasonable dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Such a dress code may be included as part of the school safety plan and as such must be presented to the County Board for approval. The County Board shall approve the safety plan upon determining that it is necessary to protect the health and safety of the school's students.

Our goals are to promote school safety and enhance the learning environment, while at the same time discourage distractions that inhibit learning. If a student's dress is not in accordance with this policy, any staff member or site administrator would notify the parent(s) and or guardian.

For additional information, see BP and AR 5132 Dress and Grooming available on the County Office website under Superintendent and Policies at <http://www.ycoe.org>.

(G) Procedure for Safe Ingress and Egress of Pupils, Parents, and Staff to and from School (EC 35294.2)

County Office strategies to improve student safety along routes to school and to promote walking, bicycling, and other forms of active transport to school by students may include:

1. Educational activities that promote safety and awareness, such as:
 - a. Instructing students about pedestrian, bicycle, and personal safety
 - b. Instructing students about the health and environmental benefits of walking, bicycling, and other forms of active transport to school
2. Enforcement strategies to deter unsafe behaviors of drivers, pedestrians, and bicyclists, such as:
 - a. Partnering with local law enforcement to help ensure that traffic laws are obeyed in the vicinity of schools and to implement appropriate measures such as placement of speed feedback monitors, ticketing, and/or driver and bicyclist safety campaigns
 - b. Monitoring to ensure that students who bicycle to school or who use skateboards, skates, or nonmotorized scooters wear helmets in accordance with Vehicle Code 21212
3. Engineering strategies that address the design, implementation, operation, and maintenance of traffic control devices or physical measures, such as:
 - a. Working with local government agencies, parents/guardians, school staff, and others as appropriate to gather data about environmental conditions and hazards along routes to school
 - b. Working with local government agencies to make operational and physical improvements that reduce or eliminate hazards, such as: reducing motor vehicle traffic speeds in the area and establishing safer and fully accessible crosswalks, walkways, trails, and bikeways
 - c. Assessing the adequacy, accessibility, and safety of bicycle parking at schools and making modifications as needed, such as increasing the number of or relocating bicycle racks and/or equipment storage areas
 - d. Considering safe routes to school when making decisions about siting and designing of new schools
4. Evaluation to assess progress toward program goals, including:
 - a. Gathering and interpreting data based on indicators established by the Superintendent or designee and the County Board of Education
 - b. Presenting data to the Board, program partners, and the public
 - c. Recommending program modifications as needed

For additional information see the following BP/ARs:

BP 5142 Safety

AR 5142.1 Identification and Reporting of Missing Children

For additional information, see the County Office website under Superintendent and Policies at <http://www.ycoe.org>.

(H) A Safe and Orderly School Environment Conducive to Learning (EC 35294.2)

Component:

Component 1: Safe Physical Environment

Element:

Create a physical environment that ensures school-wide safety.

Opportunity for Improvement:

Update the procedures and address physical environmental needs to ensure a safe school environment.

Objectives	Action Steps	Resources	Lead Person	Evaluation
Maintain a current Comprehensive School Safety Plan to ensure school-wide safety.	Update safety plan annually.	Current School Safety Plan County Office Director of Support Operations Services (Matt Juchniewicz) County Office Director of Special Education (Jessica Burrone)	Jonelle Castiligia, Principal	2019-2020
Update procedures and communicate the school-wide safety systems to increase awareness of safety procedures for all staff and students.	Update procedures and communicate to staff at all staff meetings, email communications, and documents such as the red emergency poster and the red/green emergency folder. Teachers are expected to review all safety procedures with their class at least twice yearly.	Current School Safety Plan County Office Director of Support Operations Services (Matt Juchniewicz) County Office Director of Special Education (Jessica Burrone)	Jonelle Castiligia, Principal	2019-2020
Ensure student safety by practicing emergency drills with students and staff on a regular basis.	Conduct emergency drills: Fire, Shelter in Place/Lock Down, Teacher Down, Emergency Communication at least two times a year.	Current School Safety Plan County Office Director of Support Operations Services (Matt Juchniewicz) County Office Director of Special Education (Jessica Burrone)	Jonelle Castiligia, Principal	2019-2020
Update and maintain acceptable levels of emergency supplies on campus to be used in case of a major disaster or shelter in place/lockdown situation.	AED and Epi Pens in the office copy room First aid kits in every classroom (list of items in each kit) Office - we keep masks, gloves, antibacterial wipes	Current School Safety Plan County Office Director of Support Operations Services (Matt Juchniewicz) County Office Director of Special Education (Jessica Burrone)	Jonelle Castiligia, Principal	2019-2020
Update and maintain bell, PA, and fire alarm systems.	Implement testing of systems at regular intervals.	County Office Director of Support Operations Services (Matt Juchniewicz)	Jonelle Castiligia, Principal	2019-2020

Objectives	Action Steps	Resources	Lead Person	Evaluation
Increase emergency communication to staff and parents/guardians.	Implement emergency communication test at regular intervals.	Current School Safety Plan YCOE Communications Protocol (EOP) County Office Director of Support Operations Services (Matt Juchniewicz) YCOE Superintendent (Garth Lewis) as Public Information Officer	Jonelle Castilgia, Principal	2019-2020
Share out emergency numbers to all staff members to be used in the event of a catastrophic event.	Update emergency number list annually.	Site Administrative Assistant Chavez Administrators and Staff	Jonelle Castilgia, Principal Rosalva Wisterman, Administrative Assistant	2019-2020

Component:

School Climate

Element:

Create a positive environment for learning.

Opportunity for Improvement:

Increase school connectedness and encourage participation in the school community. Work with stakeholders (students, staff, parents, and the community) in creating a positive learning environment that emphasizes high expectations of student conduct, responsible behavior, and respect for others.

Objectives	Action Steps	Resources	Lead Person	Evaluation
Increase school connectedness.	Hold open houses, back-to-school events, program showcase events, and community meetings that engage all stakeholders.	Staff, parents, students, service providers, and community members	Jonelle Castiligia , Principal	2019-2020
Increase parent communication.	Update Greengate website and review effectiveness of current systems of communication with parents.	Chavez webpage, teachers, counselors, and administrators	Jonelle Castiligia , Principal	2019-2020
Work with stakeholders in updating the LCAP for the school site.	Establish LCAP development and feedback meetings with multiple stakeholders.	Staff, parents, students, service providers, and community members	Jonelle Castiligia , Principal	2019-2020
Develop practices that ensure equity for all youth.	Contract professional development and opportunities that foster equitable practices.	Teachers, para-educators, counselors, and administrators	Jonelle Castiligia , Principal	2019-2020
Increase professional learning opportunities for staff focused on academic, behavioral, and social-emotional supports for all students.	Further develop and implement professional learning for staff, including PBIS, Social Emotional Learning, NCI-CPI (Crisis Prevention Institute) and Unique Learning Systems	Teachers, para-educators, counselors, and administrators	Jonelle Castiligia , Principal	2019-2020

Component:

Personal Characteristics of Student and Staff

Element:

Identify traits that administrators, teachers, and support staff bring to the school environment.

Opportunity for Improvement:

Ensure teachers, administrators, and other school personnel receive ongoing in-service training and professional growth opportunities to meet the changing needs of the student body.

Objectives	Action Steps	Resources	Lead Person	Evaluation
Provide professional growth opportunities for teachers, administrators, and other school personnel.	Provide professional growth opportunities.	SELPA trainings School wide Professional Development trainings	Jessica Burrone, YCOE Director of Special Education	2019-2020

(I) School Discipline Rules and Consequences (EC 35291 and EC 35291.5)

Greengate School Student Conduct Code

DISCIPLINE

The Yolo County Board of Education and the Yolo County Office of Education desire to prepare students for responsible citizenship by fostering self-discipline and personal responsibility. The County Office believes that high expectations for student behavior, effective classroom management and parent involvement can minimize the need for discipline. Staff shall use preventative measures and positive conflict resolution techniques whenever possible. The Yolo County Superintendent of Schools or designee shall provide professional development as necessary to assist staff in developing classroom management skills and implementing effective disciplinary techniques.

Conduct Code Procedures

At the beginning of the school year the principal or designee meets with students to review and discuss the importance of a positive school climate, the positive purposes of school discipline and restorative practices, and the importance of respectful and caring behavior. This may be accomplished through orientations, visits to individual classrooms, and the school's student handbook. The presentation includes an understanding of the school district's restorative principles, the values of respecting each individual's dignity, and of supporting healthy relationships. Students are provided examples of behaviors that support the school community's goals and those that are non-supportive.

When a more serious misbehavior or breach of community standards or relationships occurs, the principal, teacher or designee conducts an investigation. The fact-finding process includes interviewing the students involved (both those who may have caused harm and those who may have been harmed.), student and adult witnesses, collecting written or physical evidence related to the incident, and reviewing the records of the involved students. This process includes review of past incidents and other relevant information about the students involved.

In order to support students during the interview process, the principal or designee will assess the need for intervention and/or support from the student's counselor, a case manager, or the school nurse. In order to maximize instructional time, students will remain in class until the principal or designee is ready to begin the interview. Students will be told the purpose of the interview and whether the police department will be involved. In cases of more serious misbehaviors, parents/guardians of the involved students are notified about the incident, the fact-finding process, and any consequences their own child receives. The County Office's commitment to student confidentiality, supported by Board Policy and State law, precludes parents/guardians from hearing the consequences that other students receive.

Administrators will do all they can to prevent any further harm to victims, but there may still be times when students feel that the fact-finding process itself is a negative consequence to them. Acknowledging their feelings and being clear about the purpose of this process can help. For example, if student victims are interviewed during their recess or privilege time, they may feel that they are being punished. If the classroom seat of the innocent or aggrieved student is moved, that student may feel s/he is being punished and unfairly treated. Staff will support the recipient(s) of harm in understanding how the process, including staff actions, supports them.

Despite strong efforts, sometimes the fact-finding process cannot be conclusive. For example, students may report very different stories about the incident, and interviews of students may or may not be reliable or appropriate. However, this does not mean that elements of the situation cannot be addressed. A restorative approach means that the County Office will do all it can to understand who has been affected, how they have been affected and will do all that it can to make things as right as possible, given each particular circumstance.

YCOE recognizes the harmful effects of bullying on student learning and school attendance and strives to provide safe school environments that protect students from physical and emotional harm. County Office employees shall establish student safety as a high priority and shall not tolerate bullying or harassment of any student for any reason. Allegations of harassment, bullying, hate crimes, or physical assaults, including the use of racial, gender or other identity-based slurs, are referred to the school administrator for investigation and response. The teacher, principal or designee will address the issues surrounding the incident with those involved and/or the class as appropriate. Restorative practices and anti-bias lessons are examples of ways to address issues with students.

Educating Students

Our goal is that all students are given the support they need to expand and enrich their competency in interpersonal skills, decision-making, reasoning, problem-solving and good citizenship. By using a variety of means, students are taught self-control and a respectful regard for others. Strategies include classroom presentations of concepts that are infused through their normal curriculum program, large and small group discussions, and individualized support.

Discipline responses frequently refer to counseling a student, which is a typical instructional element of all consequences. The principal/designee determines the degree and type of counseling. Counseling may include activities that successfully restore respectful relationships and/or conflict resolution/management work with the principal, counselor or psychologist. In some cases, it may be appropriate for students to participate in a staff or student-facilitated, face-to-face, restorative practice meeting. Such efforts intend to create better understanding and a positive relationship among the students. However, face-to-face mediation may not always be safe or appropriate in all situations. For example, when a student is persistently harassing others, a face-to-face session can reinforce the bullying behavior. In these types of situations, parent/guardians are consulted to determine whether a restorative meeting should occur.

Suspension and Alternatives to Suspension

The more clarity students have about what constitutes a breach of the community, relationships or rules, sometimes called misbehavior, and the more they understand that any misbehavior will be known and responded to in a timely way, the more likely it is that students will behave appropriately. Consistency in the application of a restorative approach to student development when they have been the cause or recipient of harm, and the taking of responsibility for the harm, is more likely to result in positive behaviors. Restorative practices will be used to help students understand the impact of their behavior on others and to provide education around the larger issues of acceptance within a diverse community.

Home suspension is a severe response that is only used when a student's behavior endangers themselves or others or the community. It is a legal declaration that the student has lost, for a maximum of five school days, his/her right to remain on a school campus. Committing an offense that could, or has caused, serious harm to others, can lead to expulsion from the district.

California Education Code dictates that alternatives to home suspension will be exhausted before a student is removed from the school environment. Since the purpose of school is to educate, students need to remain in school and in the classroom as much as possible.

Student Concerns

Students and/or families are strongly encouraged to communicate with teachers, staff, and administrators when they feel harassed, threatened, intimidated, or bullied by another student, or by staff. Students and/or parents should speak with school personnel, and if the issue cannot be resolved, submit a Complaint Form. The Complaint Form is available at all school offices, the County Office, or on the YCOE website. Communication is key to helping students address concerns and find resolutions with assistance from dedicated individuals at their school site.

For additional discipline information see:

BP 5144 Discipline

AR 5144.1 Suspension and Expulsion/Due Process

AR 5144.2 Suspension and Expulsion/Due Process (Students with Disabilities)

(K) Hate Crime Reporting Procedures and Policies

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

To the extent possible, YCOE schools shall focus on the prevention of bullying by establishing clear rules for student conduct and implementing strategies to promote a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for engaging in bullying.

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

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

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

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

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

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

The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, prevention and crisis counselor, social worker, child welfare attendance personnel, school nurse, or other support services personnel for case management, counseling, and/or participation in a restorative practice program as appropriate. (Education Code 48900.9)

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

Corrective actions for a student who commits an act of bullying of any type on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption to the campus, may include counseling, restorative practice, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion, in accordance with district policies and regulations.

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

For additional information see:

BP and AR 1312.3 Uniform Complaint Procedures

BP 5131.2 Bullying

BP and AR 5144.1 Suspension and Expulsion/Due Process BP 5145.3 Nondiscrimination/Harassment

Available on the YCOE website under Superintendent and Policies at <http://www.ycoe.org>.

(J) Procedures to Prepare for Active Shooters

The Yolo County Board of Education and the Yolo County Office of Education desire students and staff to be free from the danger presented by firearms and other weapons and recognizes that they have the right to a safe and secure campus free from psychological and physical harm.

Possession of Weapons

YCOE prohibits any person other than authorized law enforcement or security personnel from possessing weapons, imitation firearms, or dangerous instruments of any kind in school buildings, on school grounds or buses, at school-related or school-sponsored activities away from school, or while going to or coming from school.

Students possessing or threatening others with any weapon, dangerous instrument, or imitation firearm are subject to suspension and/or expulsion in accordance with law, YCOE policy, and administrative regulations.

The site administrator or designee shall notify law enforcement authorities when any student possesses a weapon without permission or commits any act of assault with a firearm or other weapon. (Education Code 48902; Penal Code 245, 626.9, 626.10; 20 USC 7151)

Students in YCOE Greengate School conduct drills for the staff and students safety. Students and staff lock down and remain in a secure location away from windows and doors. Law enforcement is called and county administration is alerted.

Procedures for Preventing Acts of Bullying and Cyber-bullying

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

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

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

Students shall be informed, through student handbooks and other appropriate means, of county and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for perpetrators of bullying.

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

School staff shall receive related professional development annually, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies.

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

Intervention

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously. School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1) As appropriate, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators. He/she also may involve school counselors, mental health counselors, and/or law enforcement.

Complaints and Investigation

Students may submit to a teacher or administrator a verbal or written complaint of conduct they consider to be bullying. Complaints of bullying shall be investigated and resolved in accordance with site-level grievance procedures specified in AR 5145.7 - Sexual Harassment.

When a student is reported to be engaging in bullying off campus, the Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

Discipline

Any student who engages in bullying in the pod in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with district policies and regulations.

For additional information see:

BP 5131.2(a) - Bullying

BP 5145.3 - Nondiscrimination/Harassment

5145.7 - Sexual Harassment
5145.9 - Hate-Motivated Behavior
AB 2291

Available on the YCOE website under Superintendent and Policies at <http://www.ycoe.org>.

Safety Plan Review, Evaluation and Amendment Procedures

YCOE recognizes that students and staff have the right to a safe and secure while at Greengate School where they are free from physical and psychological harm. YCOE is fully committed to maximizing school safety and to creating a positive learning environment that teaches students with disabilities strategies for self advocacy and independence using appropriate social emotional skills.

The school safety plan is reviewed, updated, and approved by the Director of Special Education, Principal of Greengate and School Safety Committee.

Safety Plan Appendices

Emergency Contact Numbers

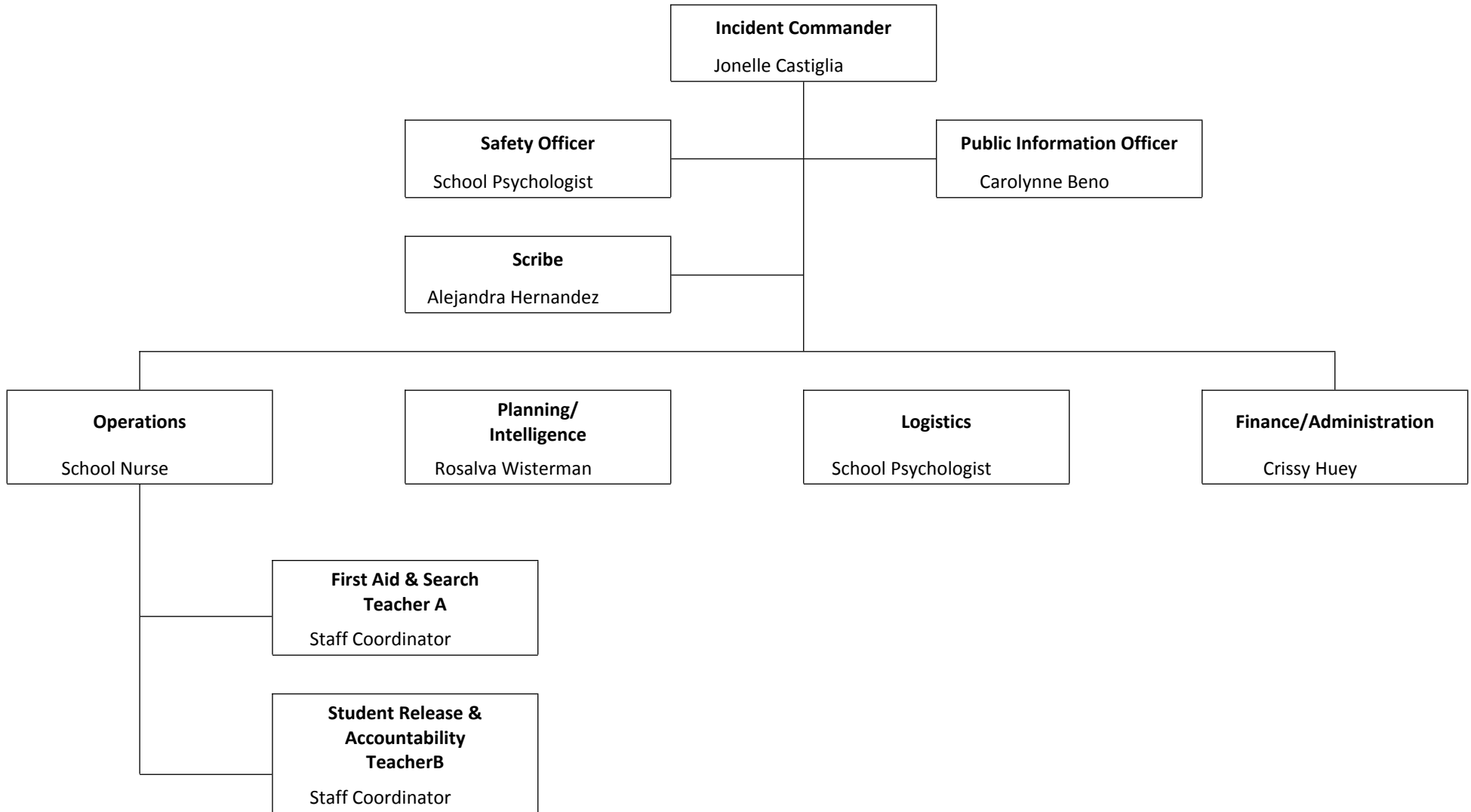
Utilities, Responders and Communication Resources

Type	Vendor	Number	Comments
Emergency Services	Police, Fire, Ambulance	911	(530) 666-6612 non emergency
Emergency Services	Poison Control	(800) 342-9293	
Public Utilities	PG&E	1-800-743-5000	1-800-743-5002 report outages
School District	Director of SOS	(530) 668-3708	
School District	Director of Special Education	(530) 668-3878	
School District	Superintendent's Office	(530) 668-3702	
School District	Educational Services Office	(530) 668-3770	

Safety Plan Review, Evaluation and Amendment Procedures

Activity Description (i.e. review steps, meetings conducted, approvals, etc)	Date and Time	Attached Document (description and location)
School Safety Committee to review, plan and solicit input from staff	September, December and March reviews	Greengate Safety Plan located in front office in copy center on clipboard
Conduct montly safety drills	monthly ongoing August through June	Greengate Safety Plan located in front office in copy center on clipboard
Debrief of Safety drills	Followiing monthly drill at staff meetings/leadership meetings	Debrief after each drill and access needs
Participate in National Earthquake Drill	October 2nd and December 4th, 2019	Campus wide drills

Greengate School Incident Command System



Incident Command Team Responsibilities

Standardized Emergency Response Management System Overview

The California Standardized Emergency Management System (SEMS) is designed to centralize and coordinate emergency response through the use of standardized terminology and processes. This greatly facilitates the flow of information and resources among the agencies participating in response to an emergency. SEMS consists of five functions:

Management

During an emergency, the Incident Commander directs response actions from a designated Command Post. To effectively do this, the Incident Commander must constantly assess the situation, and develop and implement appropriate strategies. The Incident Commander must be familiar with the available resources, accurately document all response actions, and effectively communicate response strategies to others participating in the response. This function is typically filled by the school principal. The principal is assisted in carrying out this function by a Public Information & Liaison Officer and Safety Officer.

Planning & Intelligence

Planning and Intelligence involves the use of various methods to efficiently gather information, weigh and document the information for significance, and actively assess the status of the emergency. This understanding and knowledge about the situation at hand is vital to the effective management of a response. These activities are performed by a single person who reports directly to the Incident Commander.

Operations

All response actions are implemented under by Operations. This includes staff performing first aid, crisis intervention, search and rescue, site security, damage assessment, evacuations, and the release of students.

Logistics

Logistics supports the response by coordinating personnel; assembling and deploying volunteers; providing supplies, equipment, and services; and facilitating communications among emergency responders.

Finance & Administration

Finance & Administration involves the purchasing of all necessary materials, tracking financial records, timekeeping for emergency responders, and recovering school records following an emergency. These activities are performed by a single person who reports directly to the Incident Commander.

Emergency Response Guidelines

Step One: Identify the Type of Emergency

If a staff member becomes aware of a crisis, it is very important that this information is communicated with the school office immediately. In an emergency it is important to set up an Incident Command Center to coordinate communication and facilitate implementing emergency procedures and coordination of emergency services. In most cases, the school office will call 911 when emergency services are required. It is important that all details known regarding an emergency are communicated calmly and clearly to the Incident Commander or designee.

NOTE: In cases of extreme danger it is not necessary to wait for the principal or designee to call for help. The first person to view the danger can call 8-911 from a classroom phone, and then alert the office by phone or radio.

Step Two: Identify the Level of Emergency

Following the identification of the emergency, the Incident Commander will determine the level of emergency and verify that 911 has been called (if necessary).

Level 1 (Minor): Medical incident

Level 2 (Moderate): Fire, Flood, Hazardous Materials and illness outbreak at school

Level 3 (Major): Assault/shooter on campus, flood, fire, earthquake, dam failure and pandemic flu

Step Three: Determine the Immediate Response Action

The initial response by staff and students to an emergency will ALMOST ALWAYS include one or more of these five responses:

1. EVACUATION: The signal is the fire alarm.

(Maybe used for fire, gas leak, chemical leak in the lab, etc.)

Student Response:

Leave belongings in room (unless medications are needed)

Move calmly to evacuation location #1

Stay with your class at all times for roll call

Staff Response:

Take Red Emergency Backpack

Take Staff Handbook binder, cell phone, keys

Proceed immediately to the evacuation area

Take attendance (hold red card overhead if missing/extra students)

Safety Plan

Keep students near you in assigned area

Return to the building via instructions from the administrator or emergency official

2. LOCKDOWN: Signal is the bell or public address system.

(Maybe used for explosions, violent intruder, gunfire, etc.) DO NOT LET ANYONE IN OR OUT OF THE ROOM

Student Response:

If indoors or can get indoors quickly,

Turn out lights

Help teacher lock door (or move furniture to block door if door unable to lock)

Move away from windows and down onto the floor

Find shelter behind or under furniture (tables, chairs)

Stay calm and be patient and keep quiet

Open the Emergency Backpack if needed

No cell phone usage unless given permission by an adult

If outdoors and away from the school:

Go quickly to a safe place, then move to evacuation site #2

Go quickly to a safe place, then move to evacuation site #2

Staff Response:

If indoors or can get indoors quickly,

Gather students rapidly, and lock all doors

If the door cannot lock, barricade the door with furniture

Close windows, curtains, and blinds

Move away from windows and down onto the floor

Consider moving students to more interior spaces or escaping through back door if possible

Take attendance and give Incident Commander the names of missing or extra students

If outdoors and away from the school,

Escort students to evacuation site #2 and keep contained

Take roll and alert incident commander of students with you

Release students only to parents (check ID) or authorities

3. SHELTER IN PLACE: Signal is the bell and public address system

(Maybe used for Bomb Threat, Severe Weather, Animal Disturbance, Disorderly Conduct, etc) DO NOT ALLOW ANYONE IN OR OUT OF THE ROOM

Student response:

If indoors or can get indoors quickly,

Help teacher lock doors and close windows, curtains/blinds

Move away from windows

Stay calm and be quiet

No cell phone usage unless given permission by an adult

If outdoors and not near the school building,

Go to evacuation site #1 or #2

Wait for school people or police to meet you and give instructions

Staff response:

If indoors or can get indoors quickly,

Lock all doors

Close windows, curtains, and blinds

Move students away from windows

Take attendance and give the office the names of missing or extra students

Can continue instruction if directed by Incident Commander

If outdoors and not near a school building,

Escort students to evacuation site #1 or #2 and keep students near you

Take roll and give office names of students with you

Release students only to parents (check ID) or authorities

4. EARTHQUAKE/TORNADO: Signal is the bell or public address system

Student response:

If indoors,

Duck under desk/table and cover head and neck with hands

Stay away from windows or furniture that can fall over

If outdoors,

Earthquake: Drop to ground away from buildings, trees, and power lines and stay put

Tornado: Move indoors if possible; stay out of vehicles and lie down in a ditch or low area

Staff response:

If indoors,

Duck under desk/table and cover head and neck with hands

Close drapes and blinds

Direct students away from windows or furniture that can fall over

If outdoors,

Earthquake: Drop to the ground away from buildings, trees, and power lines; maintain a position for aftershocks

Tornado: Move indoors if possible; stay out of vehicles and lie down in a ditch or low depression area

5. TEACHER DOWN or MEDICAL EMERGENCY:

Adult response: If the teacher is unable to provide direction,

One adult in class calls 8-911 from the classroom phone

One adult contacts the office (Admin Assistant) to get help and let them know 911 has been contacted

Adults in the classroom - Help students stay clear of the area and evacuate the classroom to the playground or another classroom -

Student safety and supervision is top priority

Stay calm and do not distract staff during an emergency

Stay clear of the area

If you need to leave to respond to an emergency

If you are assisting in a medical emergency:

Verify that 8-911 and the office has been called

Assist victim until emergency responders arrive, or

Assist with class supervision

Help clear path for medical personnel and emergency vehicles

Practice with staff so they will know what to do

if you are the down teacher

Step Four: Communicate the Appropriate Response Action

After calling 911 but before local emergency (police/fire) personnel arrives the Incident Commander (Principal or Designee) will:

Set up a command post

Contact First Responders

Assign duties, determine the need for resources

Using a site map, identify the location of emergency and staging area

Notify appropriate School District officials (Director of Student Services and District Safety Coordinator)

Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution on that same day, if possible

If the crisis is chemical or biological in nature, and evacuation is required, direct students to an uphill site

If evacuation is necessary, take the emergency plan, whole school roster, student medication binder, student medications, radio and bull horn (if available)

Appropriate actions and response procedures are communicated to staff and individuals using the Site Crisis Team roster and job descriptions, and by following the instructions listed in the RED safety folders that are placed in every classroom and workspace.

In addition to information regarding procedures during EVACUATION, LOCKDOWN, SHELTER IN PLACE, EARTHQUAKE/TORNADO, OR TEACHER DOWN/MEDICAL EMERGENCY, the following information is printed on the inside of the RED safety folders:

EMERGENCY RESPONSE PHONE NUMBERS

Emergency: 8-911 from the school phone

District Safety Coordinator

District 24 hr. Emergency:

EVACUATION SITES #1 and #2 are listed in each classroom

INSTRUCTIONS FOR USE OF THE GREEN AND RED SIDE OF THE EMERGENCY FOLDER

The green and red cards are used to indicate if all students on the teacher's roster are accounted for, if someone is missing from the class, or if someone needs medical attention.

A green card is used to indicate all students on the roster are accounted for and no medical attention is needed

A red card is used to indicate all one or more student is missing from the roster or someone needs medical attention

Evacuation: Hold up the card showing the appropriate color until acknowledged by a crisis team member

COMMUNICATION INSTRUCTIONS DURING AN EMERGENCY

Try to keep phone and email lines free except to communicate with emergency services

Wait for instructions

Instructions may come via landlines, email or cell phone

Look on District's social media site for real-time updates

Ask students to not use cell phones unless authorized by Emergency Responders

If cell phone use has not been prohibited, do your best to control the message

Remind students that we are prepared for an emergency

Explain that the Police and Fire Departments are in charge

Ask parents to go to the District website or District social media page for information

ROLES/EXPECTATIONS OF ADULTS, STUDENTS, AND EMERGENCY RESPONDERS

Adults

STAY CALM

Notify emergency services by any available method

Notify adults who can assist

Remove/protect students

Assist students with injuries/immediate needs

State your expectations to students and subordinates

Follow instructions from emergency personnel (Firefighters, Police, EMT's)

Students

STAY CALM AND PATIENT

Assist adults

Comply with emergency service providers' instructions

Respect each other

Emergency Personnel

Take control upon arrival

Keep school leaders informed

Call for all services needed

Allow school leaders to assist with parents and students

Classroom Management during Emergencies

Students will display a range of emotions. Respond by:

Tell them that you are prepared to take care of them

Validate their feelings; it is okay to be scared

Remind them that they have practiced many times for emergencies

Assure them that strong, smart people are helping

Other Considerations:

SEVERE HEALTH ISSUES: should be noted in the Student Medical Binder emergency folder

TOILET: set up the yellow emergency bucket

FOOD: children may have to share any that is available

PROVIDE COMFORT: Use jackets/extra clothes to make a comfortable resting area. Let students group with their friends for support.

STAYING CONNECTED: Use the buddy system

COMMUNICATION: Staff cell phones/computers can be used if working; students may text if given permission from the staff

RELEASE OF STUDENTS AFTER A LOCKDOWN, SHELTER IN PLACE, EARTHQUAKE/TORNADO, or EVACUATION

Elementary

From LOCKDOWN, SHELTER IN PLACE, EARTHQUAKE/TORNADO:

Parents may be allowed to come to the classroom where the teacher would recognize parents/guardians

Students may be moved from classrooms in groups to a meeting place where adults can identify themselves

From EVACUATION SITE:

Law enforcement may move small groups to a reunification site where ID's can be checked

Parents may be allowed to find their child

Secondary

From LOCKDOWN, SHELTER IN PLACE, EARTHQUAKE/TORNADO:

Students may be sent by alpha order to separate locations for reunification

Students may be released by the classroom to a designated area

From EVACUATION SITE:

Law enforcement may move small groups to a reunification site where ID's can be checked

Parents may be allowed to find their child

The following information is placed inside the RED safety folders and must be updated regularly:

CLASS ROSTERS

Elementary: each teacher must put the class roster for their room in the folder (update if any changes to class roster)

Secondary: each teacher must put the class rosters for each period that meets in their room in the folder (update each quarter)

SCHOOL CRISIS TEAM ROSTER AND INCIDENT PHONE TREE (updated yearly)

SITE EVACUATION MAP INDICATING EVACUATION SITE (updated yearly)

TRAUMA FAST ACTION CARD

Provides basic first aid information

YCOE EMERGENCY PHONE NUMBERS (County Office will update yearly)

Types of Emergencies & Specific Procedures

Aircraft Crash

SHELTER IN PLACE should be used as the initial action but this may be followed by instructions to EVACUATE the building.

School Incident Commander will:

Determine the level of response required for the incident

Establish an Incident Command Post (ICP)

Contact site's First Responders

Notify appropriate School District officials (Director of Student Services and Director of Support Operations Services)

Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means

If necessary, initiate Student Release procedures

Prepare incident status report for emergency response personnel if needed

Action is rescinded when:

It is deemed safe by the Incident Commander (Principal or other official)

Teachers are given the "All Clear" or other instructions

Animal Disturbance

SHELTER IN PLACE should be the initial action to an animal threat on campus (bees, dogs, etc).

School Incident Commander will:

Determine the level of response required for the incident

Establish an Incident Command Post (ICP)

Contact site's First Responders

Notify appropriate School District officials (Director of Student Services and Director of Support Operations Services)

Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution on that same day

If necessary, initiate Student Release procedures

Prepare incident status report for emergency response personnel if needed

Be prepared to assist with building access for emergency responders

Be prepared to shut down all HVAC systems to stop outside air intrusion

Action is rescinded when:

It is deemed safe by the Incident Commander (Principal or other official)

Teachers are given the "All Clear" or other instructions

Armed Assault on Campus

A. Administrator (Office)

1. Activate full lockdown procedures using any available method

2. Call 911 and provide all known information including the following:

a. Location and number of assailants

b. Description of assailants and any available weapon information

c. Actions you are taking or have taken

d. Known injuries to staff and/or students and locations of such

3. Stay in contact with 911 if possible and safe to do so

4. If active shooter/lethal assailant is inside the school, evacuate immediate staff and others if safe to do so, and order all persons on the exterior to move a safe distance from the campus.

5. If fleeing or evacuating is not possible or if it increases the risk of serious injury or death, barricade an inner office, turn off lights, stay silent to the degree possible, and await help.
6. If active shooter/lethal assailant is outside the school, secure all interior and exterior doors. Order all persons inside the school to take shelter in a room that can be secured and remain concealed until told otherwise by law enforcement.
7. If loss of life appears imminent at any time, consider attempting to neutralize the suspect using any available means, but only as a last resort.

B. Staff (Inside School)

1. If in contact with administrator or designee, follow instructions
2. Lockdown the classroom by doing the following:
 - a. Lock all doors including those connecting to adjacent rooms
 - b. If doors cannot lock, barricade the door with furniture
 - c. Close windows, curtains, blinds
 - d. Turn out lights
 - e. Move all students away from windows and down onto the floor
 - f. Seek shelter behind or under whatever is available
 - g. Consider moving students to more interior spaces or escaping through a backdoor if possible
 - h. Maintain silence to the degree possible
 - i. If possible, take attendance and give administrator the names of missing or extra students
3. If it appears an active shooter/lethal assailant is attempting entry or is in the process of trying to enter the classroom, barricade the doorway using any available objects.
4. If it appears an active shooter/lethal assailant may gain access to the classroom or if evacuating students will increase the chance of survival, use any available and direct alternate means of safe egress if possible, such as exterior windows, doors leading to the outside, etc.
5. If an active shooter/lethal assailant gains access to the classroom and loss of life appears imminent, take whatever action is believed necessary to neutralize the assailant and/or protect life. These actions may include giving others specific instructions intended to assist in their own protection.

C. Staff (Outside School)

1. If in contact with administrator or designee, follow instructions
2. If threat is believed to be on the exterior, staff should evaluate and choose the best of the two available response options:
 - a. Enter the closest available building, ensure exterior door is secure and if not an interior room, move to one if available.
Lock all doors including those connecting to adjacent rooms
If doors cannot lock, barricade the door with furniture
Close windows, curtains, blinds
Turn out lights
Move all students away from windows and down onto the floor
Seek shelter behind or under whatever is available
Consider moving students to more interior spaces or escaping through a backdoor if possible
Maintain silence to the degree possible
If possible, take attendance and give administrator the names of missing or extra students
 - b. Flee the immediate area using cover and concealment as you move. If moving students away from the danger, give loud and direct instructions to assist in their own protection.
Evaluate the need to move further from the threat in order to increase safety.
Maintain custody of students to the degree possible
When practical and safe to do so, contact 911 for instructions and to provide information on the threat.

3. If it appears an active shooter/lethal assailant is attempting entry or is in the process of trying to enter the classroom, barricade the doorway using any available objects.
4. If it appears an active shooter/lethal assailant may gain access to the location where you have sought shelter, use any available and direct alternate means of safe egress if possible, such as exterior windows, doors leading to the outside, etc.
5. If an active shooter/lethal assailant gains access to your location and loss of life appears imminent, take whatever action is believed necessary to neutralize the assailant and/or protect life. These actions may include giving others specific instructions intended to assist in their own protection.

Biological or Chemical Release

EVACUATION should be the initial action to a hazardous material release

A Hazardous Material (HazMat) release is the discharge or spill of a biological or chemical substance including release of radioactive materials. HazMat incidents most commonly involve liquids, powders, or vapors. On-campus HazMat incidents most often occur in school laboratory or vocational training areas, or in school maintenance areas. Off-campus HazMat incidents may involve chemical releases from rail cars, trucks or industrial sites near campus. On-Campus and Off-Campus releases may both pose threats that require prompt action by school officials.

ON-CAMPUS RELEASES WITHIN A BUILDING:

The School Incident Commander (or first staff member to recognize the release), should initiate an EVACUATION of that building only.

- If possible, exterior doors should be closed (but not locked), and air moving systems shut down as the building is evacuated
- If a substantial vapor cloud is present, efforts should be made to evacuate to an area upwind of the affected building

The School Incident Commander should initiate a SHELTER-IN-PLACE action for other buildings on campus. This will help avoid exposing students or staff to potential vapors, or contamination from persons who have evacuated the immediate area of the release.

The School Incident Commander (or designee) will call 911 and:

- Describe the nature of the emergency and actions being taken to safeguard students and staff
- Provide the exact location of the problem
- Advise of the location of the School Incident Command Post upwind and out of the immediate danger area
- Contact site's First Responders
- Direct staff to secure the area around the chemical spill
- Confirm with First Responders that roll has been taken of those evacuated and that all students are accounted for
- Notify appropriate School District officials (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution

Until emergency responders can arrive and assist, the Incident Commander must then assess the situation and consider these questions:

- Could a Search and Rescue Group safely look for missing students?
- Should other buildings be evacuated?
- Should evacuees be moved to a safer indoor location and SHELTER-IN-PLACE?
- Are any evacuees contaminated, and should they be separated from others?
- Can First-Aid be started on injured persons without contaminating others?
- Should an Off-Campus EVACUATION be started?

The Incident Commander will brief emergency responders when they arrive, and promote full cooperation between them and the school's staff

- Staff will implement EVACUATION or SHELTER-IN-PLACE procedures as directed

ON-CAMPUS RELEASES OUTSIDE BUILDING OR RELEASE THREAT FROM OFF-CAMPUS

The most appropriate initial action for this type of release is SHELTER-IN-PLACE action and ensure all students and staff outside buildings are quickly moved indoors.

- The Incident Commander should remind staff to turn off air handling/ventilation systems, close all windows and doors, and turn off fans and air conditioners by shutting off the electrical power in the classroom.

The School Incident Commander (or designee) will call 911 and:

- Describe the nature of the emergency and actions being taken to safeguard students and staff
- Provide the exact location of the problem
- Advise of the location of the School Incident Command Post
- School Incident Commander will initiate immediate SHELTER-IN-PLACE
- Notify appropriate School District officials if needed (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to initiate preparation of a media release and parent letter of explanation for the same day distribution
- Should consider initiating an immediate parent notification, but parents should NOT come to the school and risk being exposed to the chemical release
- Will ensure that any buses en-route to the school with students are re-directed to the school's off-campus evacuation site to await further instructions

School will remain in SHELTER-IN-PLACE until the Incident Commander and emergency response officials can further assess the situation to determine the best next course of action which could be:

- Continue SHELTER-IN-PLACE
- Notify parents and initiate Student Release procedures
- Initiate an immediate "Off-Campus EVACUATION" procedure
- Issue an "ALL CLEAR" signal and resume normal school operations

Bomb Threat/ Threat Of Violence

Since most bomb threats are hoaxes the best first response is to shelter in place.

Person receiving call should:

1. Remain calm
2. Listen – Do not interrupt caller. Keep caller on the phone as long as possible. (see bomb threat check list on back)
3. If possible, write a note to a colleague to alert the Site administrator and call 911 or, as soon as the caller hangs up, immediately notify them yourself.
4. If your phone has a display, copy the number on the window display.
5. Complete bomb threat checklist immediately. Write down as much detail as you can remember. Try to get exact words.
6. Immediately upon termination of the call, contact 911 with information and await instructions.

Administrator or designee:

1. Call for a Shelter in Place until police arrive and evaluate the threat

2. Notify: District Safety Coordinator, Director of Student Services, and Superintendent's office
3. Do not use two-way radios or cellular phone, or activate the fire alarm
4. Do not touch or move a suspicious package
5. Responding police will evaluate the threat and determine whether to evacuate the building or institute a search while students and staff Shelter in Place
6. If police call for evacuation, move students and staff to evacuation site #2

Bomb Threat/ Threat Of violence

Since most bomb threats are hoaxes the best first response is to shelter in place.

Person receiving call should:

1. Remain calm
2. Listen – Do not interrupt caller. Keep caller on the phone as long as possible.
3. If possible, write a note to a colleague to alert the Site administrator and call 911 or, as soon as the caller hangs up, immediately notify them yourself.
4. If your phone has a display, copy the number on the window display.
5. Complete bomb threat checklist immediately. Write down as much detail as you can remember. Try to get exact words.
6. Immediately upon termination of the call, contact 911 with information and await instructions.

Administrator or designee:

1. Call for a Shelter in Place until police arrive and evaluate the threat
2. Notify: District Safety Coordinator, Director of Student Services, and Superintendent's office
3. Do not use two-way radios or cellular phone, or activate the fire alarm
4. Do not touch or move a suspicious package
5. Responding police will evaluate the threat and determine whether to evacuate the building or institute a search while students and staff Shelter in Place
6. If police call for evacuation, move students and staff to evacuation site #2

This action is taken after the decision is made that it is unsafe to remain inside the building. If full or partial evacuation is ordered, initiate and direct evacuation operations according to the following guidelines:

Contact WJUSD Transportation Department at 406-5980 and the Yolo County Office of Education - EOC and advise them of your transportation requirements if off-site evacuation is required (i.e. number of evacuees, number of evacuees with special needs, nature of special needs, location of host evacuation centers)

1. Close windows and doors. Lock doors.
2. Take safety binder and roll book.
3. Lead students to your assigned area (see map) in a silent, single or double file line. If you have an aide, have him/her bring up the rear.
4. Be sure to stay on walkways, and not in parking lots or driveways.
5. At destination, move on to side walk.
6. Line up with teacher at front of line. Keep everyone calm, silent, and in single/double file line.
7. Take attendance.
8. Hold up a green card if everything is okay and no one is missing or hurt. Hold up the red card if help is needed.
 - o ONLY if someone is missing, fill out Teacher/Staff Report Form (green). Hold up your red card, and a staff member will be over to assist and collect your Report Form.
9. Please continue to have your students lined up and silent; please model for them.
10. For dismissal, each teacher/class will be dismissed individually beginning with the outer groups. Please continue in a silent, single/double file line.
11. Contact the Yolo County Office of Education Office EOC once the staff and students have moved off of site (if necessary) and have been accounted for.

Bus Disaster

YCOE does not operate bus services. YCOE students are transported by district transportation services. YCOE does operate passenger vans.

School Incident Commander (Principal or designee) will:

Dispatch a school representative to the accident location

Notify appropriate YCOE officials (Director of Student Services and Director of Support Operations Services)

Ensure any special health information or medication for any injured student is sent to the hospital

Make parent notifications (County Office can assist)

School representative at the scene will:

Assess level of support needed and convey this to the School Incident Commander

Report to School Incident Commander the names of student passengers, their conditions, and location(s) where injured were taken

District Office will:

Work with Site to arrange that YCOE or site official(s) are available to meet injured student(s)/staff at the hospital

Alert Prevention and Crisis Managers who can assess counseling needs of victim(s) or witness(s) and implement postvention crisis plan procedures

Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution

Death and/or Mass Casualty

Any traumatic death or mass casualty incident requires a coordinated approach between the the Site crisis team, the Site staff and the County Office. Every member of the site crisis team will have comprehensive instructions located in their Red Emergency Binder and also at the site office.

First 24 Hours

After the team members have been alerted to the crisis by the school administrator, they meet before the opening of school to address the following tasks:

Review crisis plan

Review role-specific tasks

Consider substitute coverage for certain team members

Gather information about the deceased from accurate sources

Contact other schools in the district about the death

Begin identification of potentially vulnerable students

Arrange for team members to follow the class schedule of the deceased

Determine level of information exposure of students and staff

Create scripts for dissemination of information to all members of the school community

Determine number and location of care stations for students

With administrator, set agenda for staff meeting

Contact appropriate community support resources

Make a plan for contacting the family of the deceased

Arrange to remove the student's belongings from locker and desk

Implement the procedure for responding to impromptu student memorials

Schedule optional staff debriefing at the end of the school day

Debrief team at the end of the school day

48 to 72 Hours

Assist school in returning to regular routine

Continue to reach out and provide support to the most affected staff, staff, and students

Contact all absentees to determine if their absence is related to the death

Continue care stations as needed

Monitor student Web tributes

Update staff on postvention activities
Review the process for identifying vulnerable students
Prepare the school community for funeral activities
Debrief and document

Postvention Responses to Avoid:

Ignoring the impact of the death and conducting the entire school day in a "business as usual" fashion
Dismissing school early so students can grieve in the privacy of their often unsupervised homes
Announcing the death via an impersonal public address system
Announcing the death in a large venue like the auditorium where student emotionality can become contagious
Assuming every member of the school community will react to the death rather than providing support on an as needed basis
Allowing students to leave the school campus without parental accompaniment/permission
Closing the school for the funeral
Encouraging student memorials, which can romanticize the deceased and create a contagion risk

Disorderly Conduct

SHELTER IN PLACE should be the initial action to disorderly conduct.

School Incident Commander will:

- Determine the level of response required for the incident (call 911)
- Establish an Incident Command Post (ICP)
- Notify appropriate County Office officials (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution
- If necessary, contact site's First Responders
- If necessary, initiate student release procedures
- Prepare incident status report for emergency response personnel
- Be prepared to assist with building access for emergency responders

Action is rescinded when:

- It is deemed safe by the Incident Commander (Principal or other official)
- Staff is given the "All Clear" or other instructions

Earthquake

Earthquake/Tornado Response (Shelter in Place with duck and cover) should be the initial action to an earthquake/tornado. However, evacuation may need to occur if there is concern that the building is damaged. Earthquakes generally occur without warning and may cause minor to serious ground shaking, damage to buildings and injuries. A tornado or other severe weather does often come with some warning and all students and staff should try to get indoors if possible.

School Incident Commander will:

- If necessary, call 911 to report damage and/or injuries
- If necessary, contact site's First Responders
- If necessary, after the shaking stops, initiate an EVACUATE BUILDING alert
- Notify appropriate School District officials (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution
- If necessary, initiate parent notification and Student Release procedures
- If necessary, establish an Incident Command post
- Be prepared to assist with building access for emergency responders
- Consider need to dismiss school due to power loss, building damage or other factors
- As needed, consult with emergency management and public safety officials to determine if school buildings are safe to reoccupy

Explosion or Risk Of Explosion

EVACUATION should be the initial action to an explosion or risk of explosion.

Fire, explosion, and/or building collapse may result from earthquakes, severe weather, vehicle accidents, structural defects or many other reasons.

School Incident Commander will:

- Determine the level of response required for the incident
- Call 911 and describe the current situation, including damage and estimated number of injured
- Describe the best access for emergency responders (driveway/gate) and be prepared to assist
- If possible, remain online to provide updates
- Ensure fire alarm has been sounded
- If needed, announce changes in EVACUATION routes due to incident location
- Establish an Incident Command Post (ICP)
- Contact site's First Responders
- Notify appropriate County Office officials (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution
- Meet arriving fire and police personnel
- If necessary, initiate Student Release procedures
- Prepare an incident status report for emergency response personnel if needed

This action is taken after the decision is made that it is unsafe to remain inside the building. If full or partial evacuation is ordered, initiate and direct evacuation operations according to the following guidelines:

Contact WJUSD Transportation Department at 530-406-5980 and the Yolo County Office of Education - EOC and advise them of your transportation requirements if off-site evacuation is required (i.e. number of evacuees, number of evacuees with special needs, nature of special needs, location of host evacuation centers)

1. Close windows and doors. Lock doors.
2. Take Staff Handbook binder and attendance roster.
3. Lead students to your assigned area (see map) in a silent, single or double file line. If you have an aide, have him/her bring up the rear.
4. Be sure to stay on walkways, and not in parking lots or driveways.
5. At destination, move on to side walk.
6. Line up with teacher at front of line. Keep everyone calm, silent, and in single/double file line.
7. Take attendance.
8. Hold up a green card if everything is okay and no one is missing or hurt. Hold up the red card if help is needed.
 - o ONLY if someone is missing, fill out Teacher/Staff Report Form (green). Hold up your red card, and a staff member will be over to assist and collect your Report Form.
9. Please continue to have your students lined up and silent; please model for them.
10. For dismissal, each teacher/class will be dismissed individually beginning with the outer groups. Please continue in a silent, single/double file line.

11. Contact the Yolo County Office of Education Office EOC once the staff and students have moved off of site (if necessary) and have been accounted for

Action is rescinded when:

- It is deemed safe by the Incident Commander (Principal or other official)
- Staff is given the "All Clear" or other instructions

Fire in Surrounding Area

SHELTER-IN-PLACE should be the initial action to a fire in surrounding area.

School Incident Commander will:

Determine the level of response required for the incident

Establish an Incident Command Post (ICP)

Contact site's First Responders

Notify appropriate County Office officials (Director of Student Support Services and District Safety Coordinator)

Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution

Prepare incident status report for emergency response personnel if needed

Be prepared to EVACUATE if ordered to by emergency responders

Action is rescinded when:

It is deemed safe by the Incident Commander (Principal or other official)

Staff is given the "All Clear" or other instructions

Continue to communicate with County Office who will be monitoring air quality for participation in P.E. and other outdoor activities

Fire on School Grounds

EVACUATION should be the initial action to a fire on school grounds.

SIGNAL: Smoke, flames, or fire alarm.

Greengate School has identified in priority 1) Harris Park, 2) Greengate parking lot, 3) YCOE - 1280 Santa Anita Court

EVACUATE:

Contact Principal and the Yolo County Office of Education - EOC where the student population will be going. Advise them of your transportation requirements, if off-site evacuation is required (i.e. number of evacuees, number of evacuees with special needs, nature of special needs, location of host evacuation centers)

Contact WJUSD Transportation Department at 406-5980 and the Yolo County Office of Education Office - EOC and advise them of your transportation requirements if off-site evacuation is required (i.e. number of evacuees, number of evacuees with special needs, nature of special needs, location of host evacuation centers)

Staff will:

1. Close windows and doors. Lock doors.
2. Take attendance
3. Take Red Emergency Backpack
4. Lead students to your assigned area (see map) in a silent, single, or double-file line. If you have an aide, have him/her bring up the rear.
5. . Be sure to stay on walkways, and not in parking lots or driveways.

6. At the destination, move on to the sidewalk.
7. Line up with the teacher in front of the line. Keep everyone calm, silent, and in a single/double-file line.
8. Take attendance.
9. Hold up a green card if everything is okay and no one is missing or hurt. Hold up the red card if help is needed.
 - a. ONLY if someone is missing, fill out Teacher/Staff Report Form (green). Hold up your red card, and a staff member will be over to assist and collect your Report Form.
9. Please continue to have your students lined up and silent; please model for them.
10. For dismissal, each teacher/class will be dismissed individually beginning with the outer groups. Please continue in a silent, single/double file line.

School Incident Commander will:

- Determine the level of response required for the incident
- Establish an Incident Command Post (ICP)
- Contact site's First Responders
- Notify appropriate County Office officials (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means
- Prepare an incident status report for emergency response personnel if needed
- Be prepared to assist with building access for emergency responders

Action is rescinded when:

- It is deemed safe by the Incident Commander (Principal or another official)
- Staff is given the "All Clear" or other instructions

Flooding

SHELTER-IN-PLACE should be the initial action in the event of flooding.

School Incident Commander will:

- Determine the level of response required for the incident
- Establish an Incident Command Post (ICP)
- Contact site's First Responders
- Notify appropriate County Office officials (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means
- If necessary, initiate Student Release procedures
- Prepare incident status report for emergency response personnel if needed
- Be prepared to assist with building access for emergency responders
- Be prepared to shut down all HVAC systems

Action is rescinded when:

- It is deemed safe by the Incident Commander (Principal or other official)
- Staff is given the "All Clear" or other instructions

SEVERE WEATHER PROCEDURE

For the purposes of this procedure "Severe Weather" is defined as a severe windstorm, tornado, hail storm, lightning storm or other

weather event that could result in damage to school facilities or injuries to students or staff.

If a "Severe Weather Watch" has been issued by the National Weather Services:

- Monitor NOAA Weather Stations (National Weather Services, Weather Channel, etc.)
- Bring all persons inside buildings
- Be prepared to move students from mobile classrooms into permanent buildings
- Close facility doors, windows and blinds or curtains
- Severe weather safe areas are under desks, in hallways and interior rooms away from windows
- Avoid gyms and cafeterias with wide free-span roofs and large areas of glass windows

If a "Severe Weather Warning" has been issued in the school area, or if severe weather is being observed at or near the school:

- School Incident Commander will initiate a SHELTER IN PLACE
- School Incident Commander should also be prepared to provide shelter to parents who may arrive to pick up children during the storm, until such time as it is safe to release

After passage of the storm:

- School Incident Commander will deploy staff to do a preliminary damage assessment of campus buildings and facilities to identify issues that need to be immediately addressed before students and staff are released to move about.
- Based on this assessment the School Incident Commander will either continue the SHELTER IN PLACE, give the "All Clear" signal and resume normal school operations, or initiate the "Off-Campus EVACUATION" procedure

Loss or Failure Of Utilities

Loss of electricity is the most common utility problem. However, a loss of gas, water or sewage disposal may also occur. Utility systems may also suffer damage or failure of related components on the school campus.

LOSS OF UTILITIES

Most often the loss of utilities is a result of failure or damage of utility company infrastructure located off-campus. Interruptions are normally brief, and although inconvenient, result in only minimal disruption of normal school operations. However, some outages can be extensive, so it is important to contact the utility company as soon as failure occurs to find out how long they anticipate an outage might last. When it appears the outage will not end in a reasonable amount of time, school officials must weigh their options for closing school and sending the students home.

UTILITY SYSTEM DAMAGE OR FAILURE ON CAMPUS

Utility failure or damage on campus can pose serious threats to students and staff:

Gas leaks may require only a spark to set off an explosion

A broken water pipe may cause extensive flood damage to buildings and property

Electrical failures cause disruption of needed heating, ventilation, and air conditioning

Electrical failure may also result in loss of well water and sewage disposal

Broken electrical lines or components may pose a shock hazard to staff or students

The initial response to any problem with utility systems on campus is to CALL SUPPORT OPERATIONS SYSTEMS IMMEDIATELY and they will try to identify the source of the problem, isolate the area, and shut off the supply of water, gas or electricity to the affected system component or building. The other, but less desired, approach is to shut down the gas, water or electrical supply to the entire campus. The head custodian also knows how to shut off gas/water for the entire campus. The school should develop detailed maps that indicate not only the main campus utility shut offs, but shut-offs for individual buildings as well as mechanical equipment such as heating, ventilation, and air conditioning units. These maps should be kept readily available in the school Crisis Response binder.

It is important to recognize that most schools within communities have natural gas piped in from the utility company's underground system. The School Incident Commander and other key school personnel must know how to shut off the gas in the event of an emergency.

UTILITY LOSS OR DAMAGE EMERGENCY PROCEDURES

Gas Leak - Indoor:

Upon detecting gas odor, staff shall initiate EVACUATION of the affected building
If the fire alarm uses mechanical bells, versus a speaker system, avoid using the fire alarm as it may create an explosive spark
DO NOT turn off lights or other electrical equipment which may cause a spark
Leave doors open to provide ventilation of the building
Turn off HVAC system to entire campus
The School Incident Commander will call 911:
Give location of gas leak - what building and what's leaking, if known
Describe best UPWIND access point for emergency responders (driveways/gates)
Request 911 operator to call Gas Company since they have rapid access
Indicate that EVACUATION is underway and stay on the line to provide updates
Notify appropriate School District officials (Director of Student Services and Director of Support Operations Services)
Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means
Determine whether to evacuate other buildings since SHELTER IN PLACE may be appropriate if the leak is small and contained to another building
Do not reenter the affected building(s) until fire or utility officials say it is safe

Gas Leak - Outdoor:

Upon detecting gas odor, staff shall initiate EVACUATION of the immediate area
Move everyone UPWIND, at least 100 feet (more if leak is major)
Post staff to prevent entry to the area (including vehicles)
If the fire alarm uses mechanical bells, versus a speaker system, avoid using the fire alarm as it may create an explosive spark
DO NOT turn off lights or other electrical equipment which may cause a spark
Leave doors open to provide ventilation of the building
Turn off HVAC system to entire campus
The School Incident Commander will call 911:
Give location of gas leak - what building and what's leaking, if known
Describe best UPWIND access point for emergency responders (driveways/gates)
Request 911 operator to call Gas Company since they have rapid access
Indicate that EVACUATION is underway and stay on the line to provide updates
Determine whether to evacuate buildings since SHELTER IN PLACE may be most appropriate way to protect, unless gas is filling buildings. In that case get everyone moved out and upwind of leak
Notify appropriate School District officials (Director of Student Services and Director of Support Operations Services)
Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means
Do not reenter the affected building(s) until fire or utility officials say it is safe

Electrical System Damage or Failure:

If there is smoke or threat of fire EVACUATE the building(s)
Close, but do not lock doors
Notify the School office/Incident Commander
The School Incident Commander will call 911:
Give location and nature of the electrical problem
Describe best access point for emergency responders (driveways/gates)
Request 911 operator to call Electrical Company since they have rapid access
Indicate if EVACUATION is underway and stay on the line to provide updates
Notify appropriate School District officials (Director of Student Services and Director of Support Operations Services)
Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means
Direct staff to attempt to shut down electrical at main shut-off or building shut-off
Do not reenter the affected building(s) until fire or utility officials say it is safe

If problem is outdoors, School Incident Commander will be responsible for shutting down power and calling an electrician. If Utility Company line/equipment is involved, the Utility Company will effect shut-down and repair as needed.

Water/Sewer Line Break:

If water leak is in attic or other area where weight or effect of water may cause ceiling or building to collapse, EVACUATE the building and notify the School Office/School Incident Commander.

The School Incident Commander will:

Direct staff to attempt to shut down water at main shut-off or building shut-off

Assess situation and determine if EVACUATION is needed-

Notify appropriate School District officials (Director of Student Services and Director of Support Operations Services)

Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means

Work with Maintenance and Operations to have the water/sewage removed

Do not allow anyone to reenter the buildings(s) until fire, utilities, or Maintenance and Operations say it is safe

If problem is outdoors, direct staff to isolate the area and stand watch until the leak is shut down

Motor Vehicle Crash

The situation would be evaluated and then the appropriate steps would follow in order to keep all students safe. Initial action can be SHELTER-IN-PLACE, or EVACUATION as needed.

Psychological Trauma

In case of psychological trauma, the situation would be evaluated and then the appropriate steps would follow. A counselor should be involved in the initial assessment and then additional counselors will be involved as needed. All counselors, nurses, and psychologists are trained to do Risk Assessments to determine the level of threat of self-harm.

Suspected Contamination of Food or Water

The situation would be evaluated and then the appropriate steps would follow in order to keep all students safe. Initial action can be SHELTER-IN-PLACE, or EVACUATION as needed.

Tactical Responses to Criminal Incidents

The situation would be evaluated and then the appropriate steps would follow in order to keep all students safe. Initial action can be SHELTER-IN-PLACE, or EVACUATION as needed.

Unlawful Demonstration or Walkout

The situation would be evaluated and then the appropriate steps would follow in order to keep all students safe. Initial action can be SHELTER-IN-PLACE, or EVACUATION as needed.

Emergency Evacuation Map

Comprehensive School Safety Plan

**2019-2020
School Year**

School: Cesar Chavez Community School
CDS Code: 57-10579
District: Yolo County Office of Education
Address: 255 W Beamer Street
Woodland, CA 95695

Date of Adoption:

Date of Update:

Date of Review:

- with Staff
- with Law Enforcement
- with Fire Authority

Approved by:

Name	Title	Signature	Date
Gayelynn Gerhart	Principal		
Kaelin Souza	Counselor		
Monica Aceves Robles	Teacher		
Kristen Storz	Support Staff		
Sergio Macias	Student		
Kevin Coleman	Student		
Lupe Moreno	Parent		

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Comprehensive School Safety Plan Purpose

Effective January 1, 2019, Assembly Bill 1747 (Rodriguez), School Safety Plans, became law. This bill requires that during the writing and development of the comprehensive school safety plan (CSSP), the school site council or safety committee consult with a fire department and other first responder entities in addition to currently required entities. It requires the CSSP and any updates made to the plan to be shared with the law enforcement agency, the fire department, and the other first responder entities.

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school.

In 2004, the Legislature and Governor recast and renumbered the Comprehensive School Safety Plan provisions in SB 719 and AB 115. It is the intent of the Legislature in enacting the provisions to support California public schools as they develop their mandated comprehensive safety plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses.

The historical requirement of the Comprehensive School Safety Plan was presented in Senate Bill 187, which was approved by the Governor and chaptered in 1997. This legislation contained a sunset clause that stated that this legislation would remain in effect only until January 1, 2000. Senate Bill 334 was approved and chaptered in 1999 and perpetuated this legislation under the requirement of the initial legislation.

Comprehensive School Safety Plans are required under SB 719 & AB 115 and contains the following elements:

Assessment of school crime committed on school campuses and at school-related functions

- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. In July of every year, the school will report on the status of its school safety plan including a description of its key elements in the annual school accountability report card.

A copy of the Comprehensive School Safety Plan is available for review at the school office..

Safety Plan Vision

Maintaining a safe environment is critical to success and is everyone's responsibility. This means school and county office officials work towards ensuring that grounds and buildings are safe. We believe that our students have a right to learn in a safe environment.

The primary purpose of the safety plan is to help school officials protect the lives and well-being of students and staff through emergency preparedness planning to ensure prompt and appropriate response of trained school personnel when a school crisis occurs. Rational and effective thinking on the part of each staff person is key to that goal. The safety plan is intended to help each school site maximize safety by reducing panic and facilitating effective action during the critical first 10 minutes of a crisis.

School officials must recognize that emergencies are fluid events and the emergency procedures outlined may not fit every situation. Administrators and staff must remain flexible and be prepared to promptly adapt their actions as necessary.

The most critical element in any crisis is to stay calm since students will mirror the attitude/actions of the adults around them. The ability to manage fear and remain calm in the midst of chaos is the most effective tool for minimizing the impact of any crisis.

Components of the Comprehensive School Safety Plan (EC 32281)

Cesar Chavez Community School Safety Committee

Site Principal and School Site Council

Assessment of School Safety

Review and assessment of the current safety needs will be conducted regularly.

Strategies and Programs to Provide and Maintain a High Level of Safety (EC 32281(a)1, items A-J)

Appropriate strategies and programs will provide or maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety, which shall include the development of the following:

- A. Child abuse reporting procedures consistent with Penal Code 11164
- B. Routine and emergency disaster procedures
- C. Reference to Board Policies and Administrative Regulations related to school safety. These documents can be found on the YCOE website under Superintendent and Policies.
- D. District safety policies

(A) Child Abuse Reporting Procedures (EC 35294.2 [a] [2]; PC 11166)

School district employees are mandated reporters and shall make a report when in his/her professional capacity or within the scope of his/her employment, he/she has knowledge of or observes a child who the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. All District staff receive training in mandated reporting procedures on a yearly basis. (Penal Code 11166)

Immediately or as soon as practicable after knowing or observing suspected child abuse or neglect, a mandated reporter shall make an initial report by telephone to Yolo County Child Welfare Services (530) 669-2345 (day) or (530) 669-8920 (nights). Alternatively, a mandated reporter can contact the Woodland Police Department (530) 666-2411 or West Sacramento Police Department (916) 617-4900 depending on the campus. Within 36 hours of knowing or observing the information concerning the incident, the mandated reporter shall then prepare and either send, fax, or electronically submit to Yolo County Child Welfare Services a written follow-up report, which includes a completed Suspected Child Abuse Report form (SS 8572). (Penal Code 11166, 11168)

For complete policies and procedures see Board Policy and Administrative Regulation BP 5141.4 Child Abuse Reporting Procedures available on the YCOE website (www.ycoe.org) under Superintendent and Policies.

(B) Disaster Procedures (EC 35295-35297; GC 8607 and 3100)

Disaster Plan (See Appendix C-F)

Each classroom has a Staff Handbook binder that contains the comprehensive school safety plan as well as our emergency policies and procedures. Each classroom and office that have students or staff has a staff handbook/binder which contains lockdown, shelter-in-place, and evacuation procedures, emergency contact numbers, basic first aid information, class roster, and site evacuation maps. Drills are done with staff and students at least twice a year to practice the emergency procedures.

Public Agency Use of School Buildings for Emergency Shelters

A school site is available to governmental agencies such as law enforcement and fire as directed and needed.

(C) School Suspension, Expulsion and Mandatory Expulsion Guidelines

A student may be suspended or expelled for any of the causes listed in state Education Code 48900 through 48915 and Board Policies. A summary of the causes is listed in AR 5144.1.

A student may be suspended or expelled for acts related to school activity or attendance that occur at any time, including, but not limited to (1) while the student is on school grounds; (2) while the student is going to or coming from school; (3) during the lunch period, whether on campus or off campus; or (4) during or while a student is going to or coming from a school-sponsored activity.

Suspension must be preceded by an informal conference with the student, unless the principal or designee believes an emergency exists and orders the student to immediately leave the school because the student's presence is a danger to persons or property, or is a threat to the academic program. In such cases the conference will be held as soon as practical, but within two (2) school days.

At the informal conference, the decision to suspend will be explained by the principal or the principal's designee. The conference will include the following steps: (1) The student will be informed of the reason for the disciplinary action and the evidence against them; (2) The student will be provided an opportunity to present their written and/or verbal statement and evidence in their defense. If the student needs assistance with a written statement, they will be assisted. Those statements will be attached to the school file copy of the suspension form.

If not delivered at the time of the suspension, the Notice of Suspension shall be delivered or mailed to the parent/legal guardian within one (1) school day of the beginning of the suspension. State law (Education Code 48911) makes it the student's and parent/legal guardian's duty to respond to school official's request to attend a conference concerning his/her child's behavior. The conference may be held at the time of suspension or at re-entry.

Appeal of Suspension: The student/parent(s) may appeal a suspension. Parents shall put their request for appeal in writing, clearly stating the reason for the appeal, which shall be one or both of the following contentions: 1) Procedural due process was not followed or 2) The reason to suspend was not in compliance with YCOE County Office Board policies and procedures and/or law. Unless there is clear evidence that a procedural or legal violation and/or District procedures were violated, the school administration's decision to suspend will be upheld.

If someone other than the principal has suspended the student, the principal receives the appeal. Upon receipt of the written request, the principal shall delay the implementation of the suspension for one (1) day following the day of the request, if the appeal cannot be considered the day of the request. However, if the principal concludes that the student poses a danger to self or others or is a serious threat of disruption of the educational process, the principal shall not delay for one (1) day the implementation of the suspension. The principal will conduct fact finding in regards to the appeal and render a timely decision. Fact finding will include input from school administration and the person appealing the suspension. The decision of the principal is final and, thus, ends the appeal process.

If the principal is not available within 24 hours of the request for appeal or if the principal initiated the suspension, the parent should appeal directly to the Director of Student Services or designee. The Director of Student Services or designee will conduct the fact finding in regards to the appeal and render a decision in a timely manner. The decision of the Director or designee is final and, thus, ends the appeal process.

Additional information on the suspension and expulsion process can be found in:

BP 5119 Students Expelled from Other Districts

BP 5131 Conduct

BP and AR 5144 Discipline

BP and AR 5144.1 Suspension and Expulsion/Due Process

BP and AR 5144.2 Suspension and Expulsion/Due Process, students with disabilities

BP and SP 5144.3 Student Expulsion Appeals

Joint Education Services Plan for Expelled Youth Within Yolo County - AB 922 Plan (MOU July 2018-June 2021)

(D) Procedures to Notify Teachers of Dangerous Pupils (EC 49079)

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

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

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

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

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

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

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

(E) Sexual Harassment Policies (EC 212.6 [b])

The Yolo County Board of Education and the Yolo County Office of Education are committed to maintaining a safe school environment that is free from harassment and discrimination. The County Office prohibits sexual harassment or sexual violence of students at school or at school-sponsored or school-related activities. The County Office also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant or respondent in alleging sexual harassment.

The County Office strongly encourages any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult to immediately contact his/her teacher, the principal, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the principal or a district compliance officer.

Complaints regarding sexual harassment shall be investigated and resolved in accordance with law and district procedures specified in AR 1312.3 - Uniform Complaint Procedures. Principals are responsible for notifying students and parents/guardians that complaints of sexual harassment can be filed under AR 1312.3 and where to obtain a copy of the procedures.

The Superintendent or designee shall ensure that all YCOE students receive age-appropriate instruction and information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex
2. A clear message that students do not have to endure sexual harassment
3. Encouragement to report observed instances of sexual harassment, even where the victim of the harassment has not complained
4. A clear message that student safety is YCOE's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved

5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and prompt action shall be taken to stop any harassment, prevent recurrence, and address any continuing effect on students
6. Information about YCOE's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made
7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues
8. A clear message that, when needed, YCOE will take interim measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation and that, to the extent possible, when such interim measures are taken, they shall not disadvantage the complainant or victim of the alleged harassment

Any student who engages in sexual harassment at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to appropriate interventions and/or disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account. Any student who engages in sexual violence at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to appropriate interventions and/or disciplinary action, up to and including suspension and/or expulsion.

Any staff member found to have engaged in sexual harassment or sexual violence toward any student shall be subject to discipline up to and including dismissal in accordance with applicable policies, laws, and/or collective bargaining agreements.

The Superintendent of designee maintains a record of reported cases of sexual harassment to enable the County Office to monitor, address, and prevent repetitive harassing behavior in Yolo County Office of Education schools.

For additional information see:

BP and AR 1312.3 Uniform Complaint Procedures and Form

BP and AR 5145.7 Sexual Harassment

Additional information can be found on the County Office website under Superintendent and Policies at <http://www.ycoe.org>.

(F) School-wide Dress Code Relating to Gang-Related Apparel (EC 35183)

The Yolo County Board of Education and the Yolo County Office of Education believe that appropriate dress and grooming contribute to a productive learning environment. The County Office expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process.

The site administrator, staff and parents/guardians at a school may establish a reasonable dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Such a dress code may be included as part of the school safety plan and as such must be presented to the County Board for approval. The County Board shall approve the safety plan upon determining that it is necessary to protect the health and safety of the school's students.

The Board of Education believes that appropriate dress and grooming contribute to a productive learning environment. Students are expected to give proper attention to personal cleanliness and to wear clothes that are suitable for participation in school activities. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process. (Education Code 32282f)

It has been determined that appropriate dress for Cesar Chavez Community School Students is the following:

1. The colors red or blue, or shades of red or blue are not permitted.
2. Undergarments must be concealed at all times. See through fabrics, halter tops, off-the-shoulder or low cut tops, undershirts or muscle shirts, torn off sleeves, bare midriffs, spaghetti straps (all straps must be a minimum of 1-1/2" wide), tube tops are all prohibited.
3. Shoes must be worn at all times.
4. Jackets and jewelry that display writing, pictures or anything that is sexually suggestive or which advocate racial, ethnic or religious prejudice or the use of drugs or alcohol are banned on campus and at any school function.

5. Beanies, hoods, and other hats of any kind shall not be worn indoors. Bandanas, scarves, hairnets, hair rags, etc. will not be allowed. Students may wear traditional head coverings in observance of their religion. (Written proof from a church leader may be required)

6. Clothing, hats, and jewelry must be free of writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive or which advocate racial, ethnic or religious prejudice or the use of drugs or alcohol. Any accessories considered dangerous by the school staff are also banned.

7. Any clothing item having the color red, burgundy or any shade of blue is prohibited. This includes hats, jackets, skirts, shorts, pants (except all blue - blue jeans), belts, shoes or shoe laces.

8. Anything denoting membership to a gang, such as colors, clothing, hats, jewelry, accessories, school materials or manner of grooming, is prohibited.

If students cannot satisfactorily comply with the dress code with a positive attitude, parents may be called to bring the appropriate clothing. When possible, clean t-shirts will be available in the office to loan for the day. Dress code violations are documented in a student's discipline file and will affect readmission request.

Generally, students who do not follow the dress code will be referred to the school office to correct the issue, which may include changing into PE clothes, wearing a t-shirt provided by the school, or being sent home to change. Every effort will be made by school staff to avoid embarrassing or shaming the student. All corrective actions will be reported to the parent/guardian.

Our goals are to promote school safety and enhance the learning environment, while at the same time discourage distractions that inhibit learning. If a student's dress is not in accordance with this policy, any staff member may ask the student to make an appropriate correction.

For additional information, see BP and AR 5132 Dress and Grooming available on the County Office website under Superintendent and Policies at <http://www.ycoe.org>.

(G) Procedure for Safe Ingress and Egress of Pupils, Parents, and Staff to and from School (EC 35294.2)

County Office strategies to improve student safety along routes to school and to promote walking, bicycling, and other forms of active transport to school by students may include:

1. Educational activities that promote safety and awareness, such as:

a. Instructing students about pedestrian, bicycle, and personal safety

b. Instructing students about the health and environmental benefits of walking, bicycling, and other forms of active transport to school

2. Enforcement strategies to deter unsafe behaviors of drivers, pedestrians, and bicyclists, such as:

a. Partnering with local law enforcement to help ensure that traffic laws are obeyed in the vicinity of schools and to implement appropriate measures such as placement of speed feedback monitors, ticketing, and/or driver and bicyclist safety campaigns

b. Monitoring to ensure that students who bicycle to school or who use skateboards, skates, or non-motorized scooters wear helmets in accordance with Vehicle Code 21212

3. Engineering strategies that address the design, implementation, operation, and maintenance of traffic control devices or physical measures, such as:

a. Working with local government agencies, parents/guardians, school staff, and others as appropriate to gather data about environmental conditions and hazards along routes to school

b. Working with local government agencies to make operational and physical improvements that reduce or eliminate hazards, such as: reducing motor vehicle traffic speeds in the area and establishing safer and fully accessible crosswalks, walkways, trails, and bikeways

c. Assessing the adequacy, accessibility, and safety of bicycle parking at schools and making modifications as needed, such as increasing the number of or relocating bicycle racks and/or equipment storage areas

d. Considering safe routes to school when making decisions about siting and designing of new schools

4. Evaluation to assess progress toward program goals, including:

a. Gathering and interpreting data based on indicators established by the Superintendent or designee and the County Board of Education

b. Presenting data to the Board, program partners, and the public

c. Recommending program modifications as needed

At Cesar Chavez Community School, all campus visitors must sign in and out through the front office. Campus substitutes and itinerant support personnel must also sign in and out at the office and pick up a YCOE badge.

For additional information see the following BP/ARs:

BP 5142 Safety

AR 5142.1 Identification and Reporting of Missing Children

For additional information, see the County Office website under Superintendent and Policies at <http://www.ycoe.org>.

(H) A Safe and Orderly School Environment Conducive to Learning (EC 35294.2)

Component:

Component 1: Safe Physical Environment

Element:

Create a physical environment that ensures school-wide safety.

Opportunity for Improvement:

Update the procedures and address physical environmental needs to ensure a safe school environment.

Objectives	Action Steps	Resources	Lead Person	Evaluation
Maintain a current Comprehensive School Safety Plan to ensure school-wide safety.	Update safety plan annually.	Current School Safety Plan County Office Director of Support Operations Services (Matt Juchniewicz) County Office Director of Student Services	Gayelynn Gerhart, Principal	2019-2020
Update procedures and communicate the school-wide safety systems to increase awareness of safety procedures for all staff and students.	Update procedures and communicate to staff at all staff meetings, email communications, and documents such as the red emergency poster and the red/green emergency folder. Teachers are expected to review all safety procedures with their class at least twice yearly.	Current School Safety Plan County Office Director of Support Operations Services (Matt Juchniewicz) County Office Director of Student Services	Gayelynn Gerhart, Principal	2019-2020
Ensure student safety by practicing emergency drills with students and staff on a regular basis.	Conduct emergency drills: Fire, Shelter in Place/Lock Down, Teacher Down, Emergency Communication at least two times a year.	Current School Safety Plan County Office Director of Support Operations Services (Matt Juchniewicz) County Office Director of Student Services	Gayelynn Gerhart, Principal	2019-2020
Update and maintain acceptable levels of emergency supplies on campus to be used in case of a major disaster or shelter in place/lockdown situation.		Current School Safety Plan County Office Director of Support Operations Services (Matt Juchniewicz) County Office Director of Student Services	Gayelynn Gerhart, Principal	2019-2020
Update and maintain bell, PA, and fire alarm systems.	Implement testing of systems at regular intervals.	County Office Director of Support Operations Services (Matt Juchniewicz)	Gayelynn Gerhart, Principal	2019-2020

Objectives	Action Steps	Resources	Lead Person	Evaluation
Increase emergency communication to staff and parents/guardians.	Implement emergency communication test at regular intervals.	Current School Safety Plan YCOE Communications Protocol (EOP) County Office Director of Support Operations Services (Matt Juchniewicz) County Office Director of Student Services YCOE Superintendent (Garth Lewis) as Public Information Officer	Gayelynn Gerhart, Principal	2019-2020
Share out emergency numbers to all staff members to be used in the event of a catastrophic event.	Update emergency number list annually.	Site Administrative Assistant Chavez Administrators and Staff	Gayelynn Gerhart, Principal Selyna Leach, Administrative Assistant	2019-2020
Maintain minimal outside food and drink being brought onto campus to prevent contraband and/or food allergies	Updated in School Handbook annually and reviewed during new student orientation and/or at the beginning of each school year.	Student Handbook	Gayelynn Gerhart, Principal Kaelin Souza, Counselor	2019-2020
Closed campus	<p>Students must remain on campus during regular school hours. Students who need to leave school must first report to the office and request permission to leave. Students must have written permission or a phone call from a parent or guardian to leave campus. All students must sign-out in the office if parent permission is granted.</p> <p>Updated in School Handbook annually and reviewed during new student orientation and/or at the beginning of each school year.</p>	Student Handbook	Gayelynn Gerhart, Principal Kaelin Souza, Counselor	2019-2020

Objectives	Action Steps	Resources	Lead Person	Evaluation
Search and Seizure	<p>Students enrolled at an alternative education program will comply with search and seizure laws as stated in the California State Education Code, and any requests made by staff and Law Enforcement.</p> <p>Updated in School Handbook annually and reviewed during new student orientation and/or at the beginning of each school year.</p>	Student Handbook	Gayelynn Gerhart, Principal Kaelin Souza, Counselor	2019-2020

Component:

School Climate

Element:

Create a positive environment for learning.

Opportunity for Improvement:

Increase school connectedness and encourage participation in the school community. Work with stakeholders (students, staff, parents, and the community) in creating a positive learning environment that emphasizes high expectations of student conduct, responsible behavior, and respect for others.

Objectives	Action Steps	Resources	Lead Person	Evaluation
Increase school connectedness.	Hold open houses, back-to-school nights, program showcase events, and community meetings that engage all stakeholders.	Staff, parents, students, service providers, and community members	Gayelynn Gerhart, Principal	2019-2020
Increase parent communication.	Update Chavez website and review effectiveness of current systems of communication with parents.	Chavez webpage, teachers, counselors, and administrators	Gayelynn Gerhart, Principal	2019-2020
Work with stakeholders in updating the LCAP for the school site.	Establish LCAP development and feedback meetings with multiple stakeholders.	Staff, parents, students, service providers, and community members	Gayelynn Gerhart, Principal	2019-2020
Develop practices that ensure equity for all youth.	Contract professional development and opportunities that foster equitable practices.	Teachers, para-educators, counselors, and administrators	Gayelynn Gerhart, Principal	2019-2020
Increase professional learning opportunities for staff focused on academic, behavioral, and social-emotional supports for all students.	Further develop and implement professional learning for staff, including: PBIS, Reading with Relevance, Sacramento Area Youth Speakers, and Culture C.O.-O.P.	Teachers, para-educators, counselors, and administrators	Gayelynn Gerhart, Principal	2019-2020

Component:

Personal Characteristics of Student and Staff

Element:

Identify traits that administrators, teachers, and support staff bring to the school environment.

Opportunity for Improvement:

Ensure teachers, administrators, and other school personnel receive ongoing in-service training and professional growth opportunities to meet the changing needs of the student body.

Objectives	Action Steps	Resources	Lead Person	Evaluation
Provide professional growth opportunities for teachers, administrators, and other school personnel.	Provide professional growth opportunities.	Director of Curriculum and Instruction (Deb Bruns) Reading with Relevance UC Davis Yolo Arts Culture Co-Op of Davis SAYS (Sacramento Area Youth Speaks)	Gayelynn Gerhart, Principal	2019-2020

(I) School Discipline Rules and Consequences (EC 35291 and EC 35291.5)

Cesar Chavez Community School Student Conduct Code

School Rules and Expectations

Discipline

The most important role of discipline in the school is to create a safe and comfortable learning environment for all members of the school community. Good citizenship and appropriate behavior are expected of all students at Cesar Chavez Community School. Communication between the home and school concerning discipline matters and academic progress is paramount in creating a safe environment conducive to learning. It should be noted that, although our discipline policy affords a framework for dealing with inappropriate student behavior in a comprehensive and consistent manner, each disciplinary issue will be reviewed within the context of its unique circumstances and the educational needs of the student. Alternative means of correction are a priority. We want to help your students learn to make good decisions as well as achieve learning standards.

School administration and staff believe that all students have the right to be educated in a positive learning environment free from disruptions. Conduct is considered appropriate when students are diligent in study; careful with school property; and courteous and respectful towards their teachers, other students, administration, and staff.

Graffiti and Vandalism

Damaging, defacing or destroying school property is against the law. Students guilty of such acts will receive consequences to the full extent that California Education Code, California penal Code, and County Policy allows. Parents are responsible and financially liable for acts of vandalism committed by their students.

Disciplinary probation:

Disciplinary Probation is a condition whereby a student must fulfill specific commitments or be denied certain privileges until his/her behavior improves. A behavioral contract is a written agreement among a student, his/her parent/guardian and an administrator. The contract sets forth conditions that the student must meet for the probation period. Failure to comply with the agreement's terms may result in further disciplinary action.

Staff and Student Interaction:

At no time will students posture in a threatening manor, make physical contact or verbally abuse or threaten staff. Consequence for this behavior will result in immediate In School Suspension or Home Suspension and possible arrest depending on the severity of actions. Physical contact includes touching any equipment or materials in staff's possession.

Policy on Tobacco Products:

Students shall not possess, smoke, or use tobacco or any product containing tobacco or nicotine while on campus, while attending school-sponsored activities, or while under the supervision of Yolo County Office of Education employees. Prohibited products include, but are not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. (Education Code 48900, 48901)

Profanity:

Everyone at Cesar Chavez Community School is treated respectfully. Use of profanity at school will be addressed and is unacceptable.

Harassment:

Cesar Chavez Community School is committed to providing an educational environment free of unlawful harassment and/or bullying. Unlawful harassment because of gender, sexual orientation, race, ancestry, physical or mental disability, age, or any other protected basis includes, but is not limited to:

Verbal conduct such as epithets, derogatory comments, slurs or unwanted sexual advances, invitations or comments.

Visual conduct such as derogatory posters, photography, cartoons, drawings, or gestures.

Physical conduct such as assault, unwanted touching, blocking normal movement or interfering with academic performance or progress directed at a student because of gender or race or any other protected basis.

Retaliation for having reported or threatened to report harassment.

Bullying/Cyberbullying as stated below.

Students who feel they are being harassed must report to a school official immediately.

Bullying

Cesar Chavez Community School recognizes the harmful effects of bullying on student learning and school attendance and strives to provide safe school environments that protect students from physical and emotional harm. Cesar Chavez Community School has established student safety as a high priority and will not tolerate bullying of any student. No student or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate cyberbully, cause bodily injury to, or commit hate violence against any other student or school personnel as stated in Educational Code 48900(r).

Cyberbullying includes the transmission of harassing communications, direct threats, the impersonation of another person, or other harmful texts, sounds, or images on the internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation. The law prohibits any form of protected basis harassment that impairs the educational environment or students' emotional well-being at school (Civil Code §51.9; CA Ed. Code §212.5, §220, §231.5, §45).

Students are encouraged to notify staff when they are being bullied or suspect that another student is being victimized. In addition, Cesar Chavez Community School has developed a process for students to report threats or incidents confidentially and anonymously. School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

As appropriate, Cesar Chavez Community School shall notify the parents/guardians of victims and perpetrators. Cesar Chavez Community School may also involve school counselors, mental health counselors, and/or law enforcement.

Any student who engages in bullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or the administration may pursue alternate placement or a referral to Independent Study, in accordance with Sutter County Superintendent of School policies and regulations.

No Open Containers

Open containers are not allowed on Cesar Chavez Community School's campus. Students will be required to dispose of any open container upon arrival. Water is available at school drinking fountains (in every classroom and on grounds). Beverages are also available to students during break/mealtimes.

Plagiarism/Cheating

Cesar Chavez Community School is an educational community that values personal integrity. Academic dishonesty in all its forms (coursework, exams, or other academically related activities) will not be tolerated and includes, but is not limited to, the following:

Cheating on any project, quiz, or exam.

Copying from another student or knowingly allowing another to copy.

Using unauthorized materials and/or technologies.

Claiming as one's own a paper from a paper writing service, free or otherwise.

Plagiarism: Paraphrasing material from a source without appropriate documentation.

Knowingly obtaining, possessing, providing, using, buying, selling, or soliciting, in whole or in part, the contents of an examination.

Intentionally causing a disadvantage to other students (tainting lab results, destroying another person's product, erasing another person's program, work, etc.).

Tampering and/or changing any official classroom document.

Personal Electronics and Cell Phones

Cell phones, personal music devices and electronics can be helpful to facilitate student parent/guardian communications. It is against school policy for a student to use an electronic device during instructional time or during passing time without the explicit permission from the classroom teacher. We make every effort to discourage classroom interruptions. Violation of this policy may include having the device visible or audible during instructional time. The consequences for violating this policy are listed below and also posted in every classroom:

First offense student may pick up cell phone/electronic device from their teacher at the end of class period.

Second offense student may pick up cell phone/electronic device at the conclusion of the school day.

Third offense parent picks up cell phone/electronic device and agrees that student will not have possession of cell phone/electronic device during regular school hours. Student signs agreement acknowledging that subsequent offenses may result in suspension for defiance of school policy.

Fourth and future offenses may result in suspension.

Cesar Chavez Community School is not responsible for any lost, stolen or broken personal electronic devices.

Prohibited items

Other items prohibited include, but are not limited to: permanent markers, laser pointers, aerosol containers, spikes and water pistols. These items will be confiscated and will not be returned.

Questioning by Outside Authority

Any law enforcement agent, with appropriate identification, has the authority and right to question students while at school. Students arriving late to school may be searched by school staff or Probation staff.

Student Parking

Students may not go to their cars during school hours. Student parking and driving to campus is a privilege, and violations may result in disciplinary action and possible loss of on campus parking. The school and YCOE are not responsible for theft or damage to a student's vehicle or theft of the contents inside the vehicle. California Highway Patrol, Woodland Police Department and Fire Department personnel may issue citations to parked vehicles in violation of safety, handicapped and fire access codes. Any unsafe driving on or around school will result in disciplinary action.

Surveillance Cameras

The Superintendent or designee shall notify students, parents/guardians, and staff that surveillance may occur on an Cesar Chavez Community School campus and on any school bus and that the contents of a recording may become part of a student's permanent record and, as such, may be used in student disciplinary proceedings or referred to local law enforcement, as appropriate. (cf. 5125 – Student Records)

The Role of Discipline

The most important role of discipline in the school is to create a safe and comfortable learning environment for all members of the school community. Good citizenship and appropriate behavior are expected of all students at Cesar Chavez Community School. Communication between the home and school concerning discipline matters and academic progress is paramount in creating a safe environment conducive to learning.

Students who exhibit inappropriate behavior are given consequences increasing in severity. This includes conferences and a list of Alternative Means of Correction (AMC) identified at Cesar Chavez Community School as the Progressive Discipline Plan (available upon request). Suspension from school ranges from one to five days, and continued misbehavior may result in referral back to home school or referral to an alternate school or program.

Conduct Code Procedures

At the beginning of the school year the principal or designee meets with students to review and discuss the importance of a positive school climate, the positive purposes of school discipline and restorative practices, and the importance of respectful and caring behavior. This may be accomplished through orientations, visits to individual classrooms, and the school's student handbook. The presentation includes an understanding of the school district's restorative principles, the values of respecting each individual's dignity, and of supporting healthy relationships. Students are provided examples of behaviors that support the school community's goals and those that are non-supportive.

When a more serious misbehavior or breach of community standards or relationships occurs, the principal, teacher or designee conducts an investigation. The fact-finding process includes interviewing the students involved (both those who may have caused harm and those who may have been harmed.), student and adult witnesses, collecting written or physical evidence related to the incident, and reviewing the records of the involved students. This process includes review of past incidents and other relevant information about the students involved.

In order to support students during the interview process, the principal or designee will assess the need for intervention and/or support from the student's counselor, a case manager, or the school nurse. In order to maximize instructional time, students will remain in class until the principal or designee is ready to begin the interview. Students will be told the purpose of the interview and whether the police department will be involved. In cases of more serious misbehavior, parents/guardians of the involved students are notified about the incident, the fact-finding process, and any consequences their own child receives. The County Office's commitment to student confidentiality, supported by Board Policy and State law, precludes parents/guardians from hearing the consequences that other students receive.

Administrators will do all they can to prevent any further harm to victims, but there may still be times when students feel that the fact-finding process itself is a negative consequence to them. Acknowledging their feelings and being clear about the purpose of this process can help. For example, if student victims are interviewed during their recess or privilege time, they may feel that they are being punished. If the classroom seat of the innocent or aggrieved student is moved, that student may feel s/he is being punished and unfairly treated. Staff will support the recipient(s) of harm in understanding how the process, including staff actions, supports them.

Despite strong efforts, sometimes the fact-finding process cannot be conclusive. For example, students may report very different stories about the incident, and interviews of students may or may not be reliable or appropriate. However, this does not mean that elements of the situation cannot be addressed. A restorative approach means that the County Office will do all it can to understand who has been affected, how they have been affected and will do all that it can to make things as right as possible, given each particular circumstance.

YCOE recognizes the harmful effects of bullying on student learning and school attendance and strives to provide safe school environments that protect students from physical and emotional harm. County Office employees shall establish student safety as a high priority and shall not tolerate bullying or harassment of any student for any reason. Allegations of harassment, bullying, hate crimes, or physical assaults, including the use of racial, gender or other identity-based slurs, are referred to the school administrator for investigation and response. The teacher, principal or designee will address the issues surrounding the incident with those involved and/or the class as appropriate. Restorative practices and anti-bias lessons are examples of ways to address issues with students.

Educating Students

Our goal is that all students are given the support they need to expand and enrich their competency in interpersonal skills, decision-making, reasoning, problem-solving and good citizenship. By using a variety of means, students are taught self-control and a respectful regard for others. Strategies include classroom presentations of concepts that are infused through their normal curriculum program, large and small group discussions, and individualized support.

Discipline responses frequently refer to counseling a student, which is a typical instructional element of all consequences. The principal/designee determines the degree and type of counseling. Counseling may include activities that successfully restore respectful relationships and/or conflict resolution/management work with the principal, counselor or psychologist. In some cases, it may be appropriate for students to participate in a staff or student-facilitated, face-to-face, restorative practice meeting. Such efforts intend to create better understanding and a positive relationship among the students. However, face-to-face mediation may not always be safe or appropriate in all situations. For example, when a student is persistently harassing others, a face-to-face session can reinforce the bullying behavior. In these types of situations, parent/guardians are consulted to determine whether a restorative meeting should occur.

Suspension and Alternatives to Suspension

The more clarity students have about what constitutes a breach of the community, relationships or rules, sometimes called misbehavior, and the more they understand that any misbehavior will be known and responded to in a timely way, the more likely it is that students will behave appropriately. Consistency in the application of a restorative approach to student development when they have been the cause or recipient of harm, and the taking of responsibility for the harm, is more likely to result in positive behaviors. Restorative practices will be used to help students understand the impact of their behavior on others and to provide education around the larger issues of acceptance within a diverse community.

Home suspension is a severe response that is only used when a student's behavior endangers themselves or others or the community. It is a legal declaration that the student has lost, for a maximum of five school days, his/her right to remain on a school campus. Committing an offense that could, or has caused, serious harm to others, can lead to expulsion from the district.

California Education Code dictates that alternatives to home suspension will be exhausted before a student is removed from the school environment. Since the purpose of school is to educate, students need to remain in school and in the classroom as much as possible.

Student Concerns

Students and/or families are strongly encouraged to communicate with teachers, staff, and administrators when they feel harassed, threatened, intimidated, or bullied by another student, or by staff. Students and/or parents should speak with school personnel, and if the issue cannot be resolved, submit a Complaint Form. The Complaint Form is available at all school offices, the County Office, or on the YCOE website. Communication is key to helping students address concerns and find resolutions with assistance from dedicated individuals at their school site.

For additional discipline information see:

BP 5144 Discipline

AR 5144.1 Suspension and Expulsion/Due Process

AR 5144.2 Suspension and Expulsion/Due Process (Students with Disabilities)

(K) Hate Crime Reporting Procedures and Policies

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

To the extent possible, YCOE schools shall focus on the prevention of bullying by establishing clear rules for student conduct and implementing strategies to promote a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for engaging in bullying.

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

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

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

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

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

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

The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, prevention and crisis counselor, social worker, child welfare attendance personnel, school nurse, or other support services personnel for case management, counseling, and/or participation in a restorative practice program as appropriate. (Education Code 48900.9)

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

Corrective actions for a student who commits an act of bullying of any type on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption to the campus, may include counseling, restorative practice, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion, in accordance with district policies and regulations.

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

For additional information see:

BP and AR 1312.3 Uniform Complaint Procedures

BP 5131.2 Bullying

BP and AR 5144.1 Suspension and Expulsion/Due Process BP 5145.3 Nondiscrimination/Harassment

Available on the YCOE website under Superintendent and Policies at <http://www.ycoe.org>.

(J) Procedures to Prepare for Active Shooters

The Yolo County Board of Education and the Yolo County Office of Education desire students and staff to be free from the danger presented by firearms and other weapons and recognizes that they have the right to a safe and secure campus free from psychological and physical harm.

Dan Jacobs School is housed within Yolo County Juvenile Hall.

Possession of Weapons

YCOE/Yolo county Probation prohibits any person other than authorized law enforcement or security personnel from possessing weapons, imitation firearms, or dangerous instruments of any kind in school buildings, on school grounds or buses, at school-related or school-sponsored activities away from school, or while going to or coming from school.

Students possessing or threatening others with any weapon, dangerous instrument, or imitation firearm are subject to suspension and/or expulsion in accordance with law, YCOE policy, and administrative regulations.

The site administrator or designee shall notify law enforcement authorities when any student possesses a weapon without permission or commits any act of assault with a firearm or other weapon. (Education Code 48902; Penal Code 245, 626.9, 626.10; 20 USC 7151)

Students in YCOE Dan Jacobs School conduct drills for the staff and students safety. Lock downs are controlled by Yolo County JDF staff.

Procedures for Preventing Acts of Bullying and Cyber-bullying

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

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

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

Students shall be informed, through student handbooks and other appropriate means, of county and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for perpetrators of bullying.

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

School staff shall receive related professional development annually, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies.

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

Intervention

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously. School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1) As appropriate, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators. He/she also may involve school counselors, mental health counselors, and/or law enforcement.

Complaints and Investigation

Students may submit to a teacher or administrator a verbal or written complaint of conduct they consider to be bullying. Complaints of bullying shall be investigated and resolved in accordance with site-level grievance procedures specified in AR 5145.7 - Sexual Harassment.

When a student is reported to be engaging in bullying off campus, the Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.

Discipline

Any student who engages in bullying in the pod in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with district policies and regulations.

For additional information see:

BP 5131.2(a) - Bullying

BP 5145.3 - Nondiscrimination/Harassment

5145.7 - Sexual Harassment

5145.9 - Hate-Motivated Behavior

AB 2291

Available on the YCOE website under Superintendent and Policies at <http://www.ycoe.org>.

Safety Plan Review, Evaluation and Amendment Procedures

YCOE recognizes that students and staff have the right to a safe and secure while in Yolo County Juvenile Detention facility where they are free from physical and psychological harm. The Board and Yolo County Probation are fully committed to maximizing school safety and to creating a positive learning environment that teaches strategies for violence prevention and emphasizes high expectations for student conduct, responsible behavior and respect for others.

The Superintendent, Principal or designee in collaboration with the Yolo County Juvenile Detention facility superintendent oversee the development of a comprehensive facility-wide safety plan that identifies major safety concerns as well as the goals and priorities for a safe facility. The plan includes violence prevention strategies and actions to be taken in the event of a crisis.

The school safety plan is reviewed, updated, and approved by the Juvenile Detention Facility Superintendent each year and must be approved by the Chief of Probation and the County Administrator each year.

Safety Plan Appendices

Emergency Contact Numbers

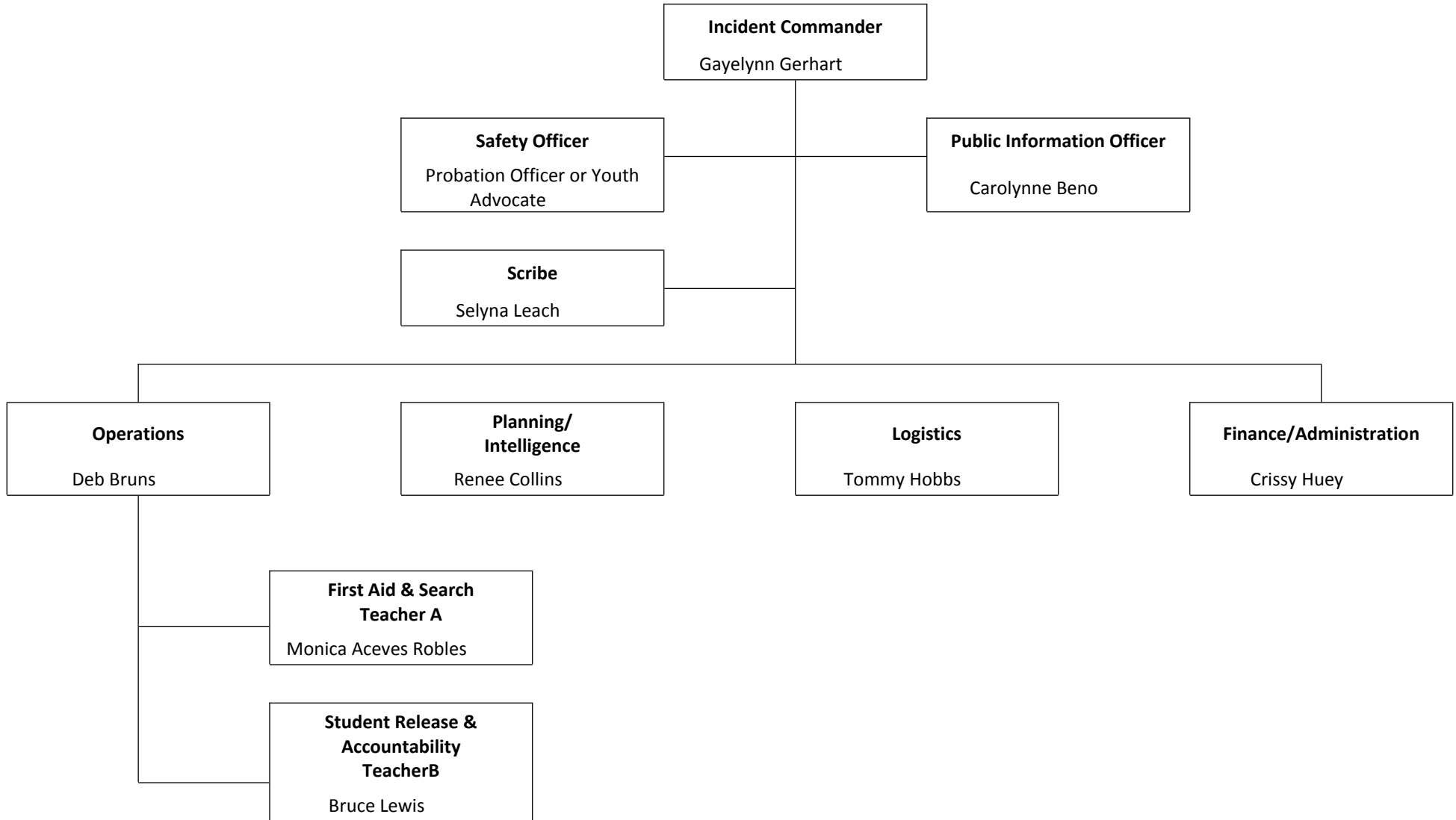
Utilities, Responders and Communication Resources

Type	Vendor	Number	Comments
Emergency Services	Police, Fire, Ambulance	911	530-666-6612 (non-emergency)
School District	Director of SOS	530-668-3708	
School District	Director of Student Services	530-668-3776	
School District	YCOE Emergency Line	530-405-7265	
Public Utilities	PG&E Emergency	1-800-743-5000	1-800-743-5002 (to report outages)
School District	Superintendent's Office	530-668-3702	
School District	Educational Services Office	530-668-3770	
School District	Public Information Officer	707-474-2927	
Emergency Services	Poison Control	800-342-9293	
Other	Superintendent of Yolo County Juvenile Hall	530-406-5383	

Safety Plan Review, Evaluation and Amendment Procedures

Activity Description (i.e. review steps, meetings conducted, approvals, etc)	Date and Time	Attached Document (description and location)
School Safety Committee to review plan, solicit input from staff	September 4, 2019	Copy of current year's Comprehensive Safety Plan is available in the main office.
Staff Safety Drills	September 18, 2019	Discuss Changes to Safety Plan with Staff
Conduct Safety Drills, Participate in the National Earthquake Drill.	October 2, 2019 and December 4, 2019	Campus-wide drills
Debrief Safety Drills with staff (solicit parent and student input)	October 28 - November 1, 2019 and during weekly Wednesday staff meetings at 2:00 pm.	Debrief after each drill; communication with staff members, and weekly safety meetings with the safety team (campus supervisors, site safety coordinator, SRO, Admin, and district safety liaison).
School Site Council Meeting to discuss and approve safety plan (must be approved by March 1)	October 17, 2019 at 3:30 pm	Chavez Room 1
Board Meeting to approve safety plan	May/June 2020	

Cesar Chavez Community School Incident Command System



Incident Command Team Responsibilities

Standardized Emergency Response Management System Overview

The California Standardized Emergency Management System (SEMS) is designed to centralize and coordinate emergency response through the use of standardized terminology and processes. This greatly facilitates the flow of information and resources among the agencies participating in response to an emergency. SEMS consists of five functions:

Management

During an emergency, the Incident Commander directs response actions from a designated Command Post. To effectively do this, the Incident Commander must constantly assess the situation, and develop and implement appropriate strategies. The Incident Commander must be familiar with the available resources, accurately document all response actions, and effectively communicate response strategies to others participating in the response. This function is typically filled by the school principal. The principal is assisted in carrying out this function by a Public Information & Liaison Officer and Safety Officer.

Planning & Intelligence

Planning and Intelligence involves the use of various methods to efficiently gather information, weigh and document the information for significance, and actively assess the status of the emergency. This understanding and knowledge about the situation at hand is vital to the effective management of a response. These activities are performed by a single person who reports directly to the Incident Commander.

Operations

All response actions are implemented under by Operations. This includes staff performing first aid, crisis intervention, search and rescue, site security, damage assessment, evacuations, and the release of students.

Logistics

Logistics supports the response by coordinating personnel; assembling and deploying volunteers; providing supplies, equipment, and services; and facilitating communications among emergency responders.

Finance & Administration

Finance & Administration involves the purchasing of all necessary materials, tracking financial records, timekeeping for emergency responders, and recovering school records following an emergency. These activities are performed by a single person who reports directly to the Incident Commander.

Emergency Response Guidelines

Step One: Identify the Type of Emergency

If a staff member becomes aware of a crisis, it is very important that this information is communicated with the school office immediately. In an emergency it is important to set up an Incident Command Center to coordinate communication and facilitate implementing emergency procedures and coordination of emergency services. In most cases, the school office will call 911 when emergency services are required. It is important that all details known regarding an emergency are communicated calmly and clearly to the Incident Commander or designee.

NOTE: In cases of extreme danger it is not necessary to wait for the principal or designee to call for help. The first person to view the danger can call 8-911 from a classroom phone, and then alert the office by phone or radio.

Step Two: Identify the Level of Emergency

Following the identification of the emergency, the Incident Commander will determine the level of emergency and verify that 911 has been called (if necessary).

Level 1 (Minor): Medical incident

Level 2 (Moderate): Fire, Flood, Hazardous Materials and illness outbreak at school

Level 3 (Major): Assault/shooter on campus, flood, fire, earthquake, dam failure and pandemic flu

Step Three: Determine the Immediate Response Action

The initial response by staff and students to an emergency will ALMOST ALWAYS include one or more of these five responses:

1. EVACUATION: The signal is the fire alarm.

(Maybe used for fire, gas leak, chemical leak in the lab, etc.)

Student Response:

Leave belongings in room (unless medications are needed)

Move calmly to evacuation location #1

Stay with your class at all times for roll call

Staff Response:

Take Staff Handbook binder, cell phone, keys

Proceed immediately to the evacuation area

Take attendance (hold red card overhead if missing/extra students)

Keep students near you in assigned area

Return to the building via instructions from the administrator or emergency official

2. LOCKDOWN: Signal is the bell or public address system.

(Maybe used for explosions, violent intruder, gunfire, etc.) DO NOT LET ANYONE IN OR OUT OF THE ROOM

Student Response:

If indoors or can get indoors quickly,

Turn out lights

Help teacher lock door (or move furniture to block door if door unable to lock)

Move away from windows and down onto the floor

Find shelter behind or under furniture (tables, chairs)

Stay calm and be patient and keep quiet

Open the Emergency Backpack if needed

No cell phone usage unless given permission by an adult

If outdoors and away from the school:

Go quickly to a safe place, then move to evacuation site #2

Go quickly to a safe place, then move to evacuation site #2

Staff Response:

Comprehensive School Safety Plan

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If indoors or can get indoors quickly,
Gather students rapidly, and lock all doors
If the door cannot lock, barricade the door with furniture
Close windows, curtains, and blinds
Move away from windows and down onto the floor
Consider moving students to more interior spaces or escaping through back door if possible
Take attendance and give Incident Commander the names of missing or extra students
If outdoors and away from the school,
Escort students to evacuation site #2 and keep contained
Take roll and alert incident commander of students with you
Release students only to parents (check ID) or authorities

3. SHELTER IN PLACE: Signal is the bell and public address system (Maybe used for Bomb Threat, Severe Weather, Animal Disturbance, Disorderly Conduct, etc) DO NOT ALLOW ANYONE IN OR OUT OF THE ROOM

Student response:

If indoors or can get indoors quickly,
Help teacher lock doors and close windows, curtains/blinds
Move away from windows
Stay calm and be quiet
No cell phone usage unless given permission by an adult
If outdoors and not near the school building,
Go to evacuation site #1 or #2
Wait for school people or police to meet you and give instructions

Staff response:

If indoors or can get indoors quickly,
Lock all doors
Close windows, curtains, and blinds
Move students away from windows
Take attendance and give the office the names of missing or extra students
Can continue instruction if directed by Incident Commander
If outdoors and not near a school building,
Escort students to evacuation site #1 or #2 and keep students near you
Take roll and give office names of students with you
Release students only to parents (check ID) or authorities

4. EARTHQUAKE/TORNADO: Signal is the bell or public address system

Student response:

If indoors,
Duck under desk/table and cover head and neck with hands
Stay away from windows or furniture that can fall over
If outdoors,
Earthquake: Drop to ground away from buildings, trees, and power lines and stay put
Tornado: Move indoors if possible; stay out of vehicles and lie down in a ditch or low area

Staff response:

If indoors,
Duck under desk/table and cover head and neck with hands
Close drapes and blinds
Direct students away from windows or furniture that can fall over
If outdoors,
Earthquake: Drop to the ground away from buildings, trees, and power lines; maintain a position for aftershocks
Tornado: Move indoors if possible; stay out of vehicles and lie down in a ditch or low depression area

5. TEACHER DOWN or MEDICAL EMERGENCY:

Student response:

If the teacher is unable to provide direction,

One student calls 8-911 from the classroom phone
One student runs to the next room for help
One student runs to the office to get help
One student calls the office
When an adult arrives,
Stay calm and do not distract staff during an emergency
Stay clear of the area
Staff response:
Practice with students so they will know what to do
If you are the down teacher
If you need to leave to respond to an emergency
If you are assisting in a medical emergency:
Verify that 8-911 and the office has been called
Assist victim until emergency responders arrive, or
Assist with campus supervision
Help clear path for medical personnel and emergency vehicles

Step Four: Communicate the Appropriate Response Action

After calling 911 but before local emergency (police/fire) personnel arrives the Incident Commander (Principal or Designee) will:
Set up a command post
Contact First Responders
Assign duties, determine the need for resources
Using a site map, identify the location of emergency and staging area
Notify appropriate School District officials (Director of Student Services and District Safety Coordinator)
Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution on that same day, if possible
If the crisis is chemical or biological in nature, and evacuation is required, direct students to an uphill site
If evacuation is necessary, take the emergency plan, whole school roster, student medication binder, student medications, radio and bull horn (if available)

Appropriate actions and response procedures are communicated to staff and individuals using the Site Crisis Team roster and job descriptions, and by following the instructions listed in the RED safety folders that are placed in every classroom and workspace.

In addition to information regarding procedures during EVACUATION, LOCKDOWN, SHELTER IN PLACE, EARTHQUAKE/TORNADO, OR TEACHER DOWN/MEDICAL EMERGENCY, the following information is printed on the inside of the RED safety folders:

EMERGENCY RESPONSE PHONE NUMBERS

Emergency: 8-911 from the school phone
District Safety Coordinator
District 24 hr. Emergency:

EVACUATION SITES #1 and #2 are listed in each classroom

INSTRUCTIONS FOR USE OF THE GREEN AND RED SIDE OF THE EMERGENCY FOLDER

The green and red cards are used to indicate if all students on the teacher's roster are accounted for, if someone is missing from the class, or if someone needs medical attention.

A green card is used to indicate all students on the roster are accounted for and no medical attention is needed

A red card is used to indicate all one or more student is missing from the roster or someone needs medical attention

Evacuation: Hold up the card showing the appropriate color until acknowledged by a crisis team member

COMMUNICATION INSTRUCTIONS DURING AN EMERGENCY

Try to keep phone and email lines free except to communicate with emergency services

Wait for instructions

Instructions may come via landlines, email or cell phone

Look on District's social media site for real-time updates

Ask students to not use cell phones unless authorized by Emergency Responders

If cell phone use has not been prohibited, do your best to control the message

Remind students that we are prepared for an emergency

Explain that the Police and Fire Departments are in charge

Ask parents to go to the District website or District social media page for information

ROLES/EXPECTATIONS OF ADULTS, STUDENTS, AND EMERGENCY RESPONDERS

Adults

STAY CALM

Notify emergency services by any available method

Notify adults who can assist

Remove/protect students

Assist students with injuries/immediate needs

State your expectations to students and subordinates

Follow instructions from emergency personnel (Firefighters, Police, EMT's)

Students

STAY CALM AND PATIENT

Assist adults

Comply with emergency service providers' instructions

Respect each other

Emergency Personnel

Take control upon arrival

Keep school leaders informed

Call for all services needed

Allow school leaders to assist with parents and students

Classroom Management during Emergencies

Students will display a range of emotions. Respond by:

Tell them that you are prepared to take care of them

Validate their feelings; it is okay to be scared

Remind them that they have practiced many times for emergencies

Assure them that strong, smart people are helping

Other Considerations:

SEVERE HEALTH ISSUES: should be noted in the Student Medical Binder emergency folder

TOILET: set up the yellow emergency bucket

FOOD: children may have to share any that is available

PROVIDE COMFORT: Use jackets/extra clothes to make a comfortable resting area. Let students group with their friends for support.

STAYING CONNECTED: Use the buddy system

COMMUNICATION: Staff cell phones/computers can be used if working; students may text if given permission from the staff

RELEASE OF STUDENTS AFTER A LOCKDOWN, SHELTER IN PLACE, EARTHQUAKE/TORNADO, or EVACUATION

Elementary

From LOCKDOWN, SHELTER IN PLACE, EARTHQUAKE/TORNADO:

Parents may be allowed to come to the classroom where the teacher would recognize parents/guardians
Students may be moved from classrooms in groups to a meeting place where adults can identify themselves

From EVACUATION SITE:

Law enforcement may move small groups to a reunification site where ID's can be checked
Parents may be allowed to find their child

Secondary

From LOCKDOWN, SHELTER IN PLACE, EARTHQUAKE/TORNADO:

Students may be sent by alpha order to separate locations for reunification
Students may be released by the classroom to a designated area

From EVACUATION SITE:

Law enforcement may move small groups to a reunification site where ID's can be checked
Parents may be allowed to find their child

The following information is placed inside the RED safety folders and must be updated regularly:

CLASS ROSTERS

Elementary: each teacher must put the class roster for their room in the folder (update if any changes to class roster)

Secondary: each teacher must put the class rosters for each period that meets in their room in the folder (update each quarter)

SCHOOL CRISIS TEAM ROSTER AND INCIDENT PHONE TREE (updated yearly)

SITE EVACUATION MAP INDICATING EVACUATION SITE #1 AND SITE #2 (updated yearly)

TRAUMA FAST ACTION CARD

Provides basic first aid information

YCOE EMERGENCY PHONE NUMBERS (County Office will update yearly)

Types of Emergencies & Specific Procedures

Aircraft Crash

SHELTER IN PLACE should be used as the initial action but this may be followed by instructions to EVACUATE the building.

School Incident Commander will:

Determine the level of response required for the incident

Establish an Incident Command Post (ICP)

Contact site's First Responders

Notify appropriate School District officials (Director of Student Services and Director of Support Operations Services)

Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means

If necessary, initiate Student Release procedures

Prepare incident status report for emergency response personnel if needed

Action is rescinded when:

It is deemed safe by the Incident Commander (Principal or other official)

Teachers are given the "All Clear" or other instructions

Animal Disturbance

SHELTER IN PLACE should be the initial action to an animal threat on campus (bees, dogs, etc).

School Incident Commander will:

Determine the level of response required for the incident

Establish an Incident Command Post (ICP)

Contact site's First Responders

Notify appropriate School District officials (Director of Student Services and Director of Support Operations Services)

Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution on that same day

If necessary, initiate Student Release procedures

Prepare incident status report for emergency response personnel if needed

Be prepared to assist with building access for emergency responders

Be prepared to shut down all HVAC systems to stop outside air intrusion

Action is rescinded when:

It is deemed safe by the Incident Commander (Principal or other official)

Teachers are given the "All Clear" or other instructions

Armed Assault on Campus

A. Administrator (Office)

1. Activate full lockdown procedures using any available method

2. Call 911 and provide all known information including the following:

a. Location and number of assailants

b. Description of assailants and any available weapon information

c. Actions you are taking or have taken

d. Known injuries to staff and/or students and locations of such

3. Stay in contact with 911 if possible and safe to do so

4. If active shooter/lethal assailant is inside the school, evacuate immediate staff and others if safe to do so, and order all persons on the exterior to move a safe distance from the campus.

5. If fleeing or evacuating is not possible or if it increases the risk of serious injury or death, barricade an inner office, turn off lights, stay silent to the degree possible, and await help.
6. If active shooter/lethal assailant is outside the school, secure all interior and exterior doors. Order all persons inside the school to take shelter in a room that can be secured and remain concealed until told otherwise by law enforcement.
7. If loss of life appears imminent at any time, consider attempting to neutralize the suspect using any available means, but only as a last resort.

B. Staff (Inside School)

1. If in contact with administrator or designee, follow instructions
2. Lockdown the classroom by doing the following:
 - a. Lock all doors including those connecting to adjacent rooms
 - b. If doors cannot lock, barricade the door with furniture
 - c. Close windows, curtains, blinds
 - d. Turn out lights
 - e. Move all students away from windows and down onto the floor
 - f. Seek shelter behind or under whatever is available
 - g. Consider moving students to more interior spaces or escaping through a backdoor if possible
 - h. Maintain silence to the degree possible
 - i. If possible, take attendance and give administrator the names of missing or extra students
3. If it appears an active shooter/lethal assailant is attempting entry or is in the process of trying to enter the classroom, barricade the doorway using any available objects.
4. If it appears an active shooter/lethal assailant may gain access to the classroom or if evacuating students will increase the chance of survival, use any available and direct alternate means of safe egress if possible, such as exterior windows, doors leading to the outside, etc.
5. If an active shooter/lethal assailant gains access to the classroom and loss of life appears imminent, take whatever action is believed necessary to neutralize the assailant and/or protect life. These actions may include giving others specific instructions intended to assist in their own protection.

C. Staff (Outside School)

1. If in contact with administrator or designee, follow instructions
2. If threat is believed to be on the exterior, staff should evaluate and choose the best of the two available response options:
 - a. Enter the closest available building, ensure exterior door is secure and if not an interior room, move to one if available.
Lock all doors including those connecting to adjacent rooms
If doors cannot lock, barricade the door with furniture
Close windows, curtains, blinds
Turn out lights
Move all students away from windows and down onto the floor
Seek shelter behind or under whatever is available
Consider moving students to more interior spaces or escaping through a backdoor if possible
Maintain silence to the degree possible
If possible, take attendance and give administrator the names of missing or extra students
 - b. Flee the immediate area using cover and concealment as you move. If moving students away from the danger, give loud and direct instructions to assist in their own protection.
Evaluate the need to move further from the threat in order to increase safety.
Maintain custody of students to the degree possible
When practical and safe to do so, contact 911 for instructions and to provide information on the threat.

3. If it appears an active shooter/lethal assailant is attempting entry or is in the process of trying to enter the classroom, barricade the doorway using any available objects.
4. If it appears an active shooter/lethal assailant may gain access to the location where you have sought shelter, use any available and direct alternate means of safe egress if possible, such as exterior windows, doors leading to the outside, etc.
5. If an active shooter/lethal assailant gains access to your location and loss of life appears imminent, take whatever action is believed necessary to neutralize the assailant and/or protect life. These actions may include giving others specific instructions intended to assist in their own protection.

Biological or Chemical Release

EVACUATION should be the initial action to a hazardous material release

A Hazardous Material (HazMat) release is the discharge or spill of a biological or chemical substance including release of radioactive materials. HazMat incidents most commonly involve liquids, powders, or vapors. On-campus HazMat incidents most often occur in school laboratory or vocational training areas, or in school maintenance areas. Off-campus HazMat incidents may involve chemical releases from rail cars, trucks or industrial sites near campus. On-Campus and Off-Campus releases may both pose threats that require prompt action by school officials.

ON-CAMPUS RELEASES WITHIN A BUILDING:

The School Incident Commander (or first staff member to recognize the release), should initiate an EVACUATION of that building only.

- If possible, exterior doors should be closed (but not locked), and air moving systems shut down as the building is evacuated
- If a substantial vapor cloud is present, efforts should be made to evacuate to an area upwind of the affected building

The School Incident Commander should initiate a SHELTER-IN-PLACE action for other buildings on campus. This will help avoid exposing students or staff to potential vapors, or contamination from persons who have evacuated the immediate area of the release.

The School Incident Commander (or designee) will call 911 and:

- Describe the nature of the emergency and actions being taken to safeguard students and staff
- Provide the exact location of the problem
- Advise of the location of the School Incident Command Post upwind and out of the immediate danger area
- Contact site's First Responders
- Direct staff to secure the area around the chemical spill
- Confirm with First Responders that roll has been taken of those evacuated and that all students are accounted for
- Notify appropriate School District officials (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution

Until emergency responders can arrive and assist, the Incident Commander must then assess the situation and consider these questions:

- Could a Search and Rescue Group safely look for missing students?
- Should other buildings be evacuated?
- Should evacuees be moved to a safer indoor location and SHELTER-IN-PLACE?
- Are any evacuees contaminated, and should they be separated from others?
- Can First-Aid be started on injured persons without contaminating others?
- Should an Off-Campus EVACUATION be started?

The Incident Commander will brief emergency responders when they arrive, and promote full cooperation between them and the school's staff

- Staff will implement EVACUATION or SHELTER-IN-PLACE procedures as directed

ON-CAMPUS RELEASES OUTSIDE BUILDING OR RELEASE THREAT FROM OFF-CAMPUS

The most appropriate initial action for this type of release is SHELTER-IN-PLACE action and ensure all students and staff outside buildings are quickly moved indoors.

- The Incident Commander should remind staff to turn off air handling/ventilation systems, close all windows and doors, and turn off fans and air conditioners by shutting off the electrical power in the classroom.

The School Incident Commander (or designee) will call 911 and:

- Describe the nature of the emergency and actions being taken to safeguard students and staff
- Provide the exact location of the problem
- Advise of the location of the School Incident Command Post
- School Incident Commander will initiate immediate SHELTER-IN-PLACE
- Notify appropriate School District officials if needed (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to initiate preparation of a media release and parent letter of explanation for the same day distribution
- Should consider initiating an immediate parent notification, but parents should NOT come to the school and risk being exposed to the chemical release
- Will ensure that any buses en-route to the school with students are re-directed to the school's off-campus evacuation site to await further instructions

School will remain in SHELTER-IN-PLACE until the Incident Commander and emergency response officials can further assess the situation to determine the best next course of action which could be:

- Continue SHELTER-IN-PLACE
- Notify parents and initiate Student Release procedures
- Initiate an immediate "Off-Campus EVACUATION" procedure
- Issue an "ALL CLEAR" signal and resume normal school operations

Bomb Threat/ Threat Of Violence

Since most bomb threats are hoaxes the best first response is to shelter in place.

Person receiving call should:

1. Remain calm
2. Listen – Do not interrupt caller. Keep caller on the phone as long as possible. (see bomb threat check list on back)
3. If possible, write a note to a colleague to alert the Site administrator and call 911 or, as soon as the caller hangs up, immediately notify them yourself.
4. If your phone has a display, copy the number on the window display.
5. Complete bomb threat checklist immediately. Write down as much detail as you can remember. Try to get exact words.
6. Immediately upon termination of the call, contact 911 with information and await instructions.

Administrator or designee:

1. Call for a Shelter in Place until police arrive and evaluate the threat

2. Notify: District Safety Coordinator, Director of Student Services, and Superintendent's office
3. Do not use two-way radios or cellular phone, or activate the fire alarm
4. Do not touch or move a suspicious package
5. Responding police will evaluate the threat and determine whether to evacuate the building or institute a search while students and staff Shelter in Place
6. If police call for evacuation, move students and staff to evacuation site #2

Bomb Threat/ Threat Of violence

Since most bomb threats are hoaxes the best first response is to shelter in place.

Person receiving call should:

1. Remain calm
2. Listen – Do not interrupt caller. Keep caller on the phone as long as possible.
3. If possible, write a note to a colleague to alert the Site administrator and call 911 or, as soon as the caller hangs up, immediately notify them yourself.
4. If your phone has a display, copy the number on the window display.
5. Complete bomb threat checklist immediately. Write down as much detail as you can remember. Try to get exact words.
6. Immediately upon termination of the call, contact 911 with information and await instructions.

Administrator or designee:

1. Call for a Shelter in Place until police arrive and evaluate the threat
2. Notify: District Safety Coordinator, Director of Student Services, and Superintendent's office
3. Do not use two-way radios or cellular phone, or activate the fire alarm
4. Do not touch or move a suspicious package
5. Responding police will evaluate the threat and determine whether to evacuate the building or institute a search while students and staff Shelter in Place
6. If police call for evacuation, move students and staff to evacuation site #2

This action is taken after the decision is made that it is unsafe to remain inside the building. If full or partial evacuation is ordered, initiate and direct evacuation operations according to the following guidelines:

Contact WJUSD Transportation Department at 406-5980 and the Yolo County Office of Education - EOC and advise them of your transportation requirements if off-site evacuation is required (i.e. number of evacuees, number of evacuees with special needs, nature of special needs, location of host evacuation centers)

1. Close windows and doors. Lock doors.
2. Take safety binder and roll book.
3. Lead students to your assigned area (see map) in a silent, single or double file line. If you have an aide, have him/her bring up the rear.
4. Be sure to stay on walkways, and not in parking lots or driveways.
5. At destination, move on to side walk.
6. Line up with teacher at front of line. Keep everyone calm, silent, and in single/double file line.
7. Take attendance.
8. Hold up a green card if everything is okay and no one is missing or hurt. Hold up the red card if help is needed.
 - o ONLY if someone is missing, fill out Teacher/Staff Report Form (green). Hold up your red card, and a staff member will be over to assist and collect your Report Form.
9. Please continue to have your students lined up and silent; please model for them.
10. For dismissal, each teacher/class will be dismissed individually beginning with the outer groups. Please continue in a silent, single/double file line.
11. Contact the Yolo County Office of Education Office EOC once the staff and students have moved off of site (if necessary) and have been accounted for.

Bus Disaster

YCOE does not operate bus services, but it does operate 10-passenger vans.

School Incident Commander (Principal or designee) will:

Dispatch a school representative to the accident location

Notify appropriate YCOE officials (Director of Student Services and Director of Support Operations Services)

Ensure any special health information or medication for any injured student is sent to the hospital

Make parent notifications (County Office can assist)

School representative at the scene will:

Assess level of support needed and convey this to the School Incident Commander

Report to School Incident Commander the names of student passengers, their conditions, and location(s) where injured were taken

District Office will:

Work with Site to arrange that YCOE or site official(s) are available to meet injured student(s)/staff at the hospital

Alert Prevention and Crisis Managers who can assess counseling needs of victim(s) or witness(s) and implement postvention crisis plan procedures

Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution

Death and/or Mass Casualty

Any traumatic death or mass casualty incident requires a coordinated approach between the the Site crisis team, the Site staff and the County Office. Every member of the site crisis team will have comprehensive instructions located in their Red Emergency Binder and also at the site office.

First 24 Hours

After the team members have been alerted to the crisis by the school administrator, they meet before the opening of school to address the following tasks:

Review crisis plan

Review role-specific tasks

Consider substitute coverage for certain team members

Gather information about the deceased from accurate sources

Contact other schools in the district about the death

Begin identification of potentially vulnerable students

Arrange for team members to follow the class schedule of the deceased

Determine level of information exposure of students and staff

Create scripts for dissemination of information to all members of the school community

Determine number and location of care stations for students

With administrator, set agenda for staff meeting

Contact appropriate community support resources

Make a plan for contacting the family of the deceased

Arrange to remove the student's belongings from locker and desk

Implement the procedure for responding to impromptu student memorials

Schedule optional staff debriefing at the end of the school day

Debrief team at the end of the school day

48 to 72 Hours

Assist school in returning to regular routine

Continue to reach out and provide support to the most affected staff, staff, and students

Contact all absentees to determine if their absence is related to the death

Continue care stations as needed

Monitor student Web tributes

Update staff on postvention activities

Review the process for identifying vulnerable students
Prepare the school community for funeral activities
Debrief and document

Postvention Responses to Avoid:

Ignoring the impact of the death and conducting the entire school day in a "business as usual" fashion
Dismissing school early so students can grieve in the privacy of their often unsupervised homes
Announcing the death via an impersonal public address system
Announcing the death in a large venue like the auditorium where student emotionality can become contagious
Assuming every member of the school community will react to the death rather than providing support on an as needed basis
Allowing students to leave the school campus without parental accompaniment/permission
Closing the school for the funeral
Encouraging student memorials, which can romanticize the deceased and create a contagion risk

Disorderly Conduct

SHELTER IN PLACE should be the initial action to disorderly conduct.

School Incident Commander will:

- Determine the level of response required for the incident (call 911)
- Establish an Incident Command Post (ICP)
- Notify appropriate County Office officials (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution
- If necessary, contact site's First Responders
- If necessary, initiate student release procedures
- Prepare incident status report for emergency response personnel
- Be prepared to assist with building access for emergency responders

Action is rescinded when:

- It is deemed safe by the Incident Commander (Principal or other official)
- Staff is given the "All Clear" or other instructions

Earthquake

Earthquake/Tornado Response (Shelter in Place with duck and cover) should be the initial action to an earthquake/tornado. However, evacuation may need to occur if there is concern that the building is damaged. Earthquakes generally occur without warning and may cause minor to serious ground shaking, damage to buildings and injuries. A tornado or other severe weather does often come with some warning and all students and staff should try to get indoors if possible.

School Incident Commander will:

- If necessary, call 911 to report damage and/or injuries
- If necessary, contact site's First Responders
- If necessary, after the shaking stops, initiate an EVACUATE BUILDING alert
- Notify appropriate School District officials (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution
- If necessary, initiate parent notification and Student Release procedures
- If necessary, establish an Incident Command post
- Be prepared to assist with building access for emergency responders
- Consider need to dismiss school due to power loss, building damage or other factors
- As needed, consult with emergency management and public safety officials to determine if school buildings are safe to reoccupy

Explosion or Risk Of Explosion

EVACUATION should be the initial action to an explosion or risk of explosion.

Fire, explosion, and/or building collapse may result from earthquakes, severe weather, vehicle accidents, structural defects or many other reasons.

School Incident Commander will:

- Determine the level of response required for the incident
- Call 911 and describe the current situation, including damage and estimated number of injured
- Describe the best access for emergency responders (driveway/gate) and be prepared to assist
- If possible, remain online to provide updates
- Ensure fire alarm has been sounded
- If needed, announce changes in EVACUATION routes due to incident location
- Establish an Incident Command Post (ICP)
- Contact site's First Responders
- Notify appropriate County Office officials (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution
- Meet arriving fire and police personnel
- If necessary, initiate Student Release procedures
- Prepare an incident status report for emergency response personnel if needed

This action is taken after the decision is made that it is unsafe to remain inside the building. If full or partial evacuation is ordered, initiate and direct evacuation operations according to the following guidelines:

Contact WJUSD Transportation Department at 530-406-5980 and the Yolo County Office of Education - EOC and advise them of your transportation requirements if off-site evacuation is required (i.e. number of evacuees, number of evacuees with special needs, nature of special needs, location of host evacuation centers)

1. Close windows and doors. Lock doors.
2. Take Staff Handbook binder and attendance roster.
3. Lead students to your assigned area (see map) in a silent, single or double file line. If you have an aide, have him/her bring up the rear.
4. Be sure to stay on walkways, and not in parking lots or driveways.
5. At destination, move on to side walk.
6. Line up with teacher at front of line. Keep everyone calm, silent, and in single/double file line.
7. Take attendance.
8. Hold up a green card if everything is okay and no one is missing or hurt. Hold up the red card if help is needed.
 - o ONLY if someone is missing, fill out Teacher/Staff Report Form (green). Hold up your red card, and a staff member will be over to assist and collect your Report Form.
9. Please continue to have your students lined up and silent; please model for them.
10. For dismissal, each teacher/class will be dismissed individually beginning with the outer groups. Please continue in a silent, single/double file line.

11. Contact the Yolo County Office of Education Office EOC once the staff and students have moved off of site (if necessary) and have been accounted for

Action is rescinded when:

- It is deemed safe by the Incident Commander (Principal or other official)
- Staff is given the "All Clear" or other instructions

Fire in Surrounding Area

SHELTER-IN-PLACE should be the initial action to a fire in surrounding area.

School Incident Commander will:

Determine the level of response required for the incident

Establish an Incident Command Post (ICP)

Contact site's First Responders

Notify appropriate County Office officials (Director of Student Support Services and District Safety Coordinator)

Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means for distribution

Prepare incident status report for emergency response personnel if needed

Be prepared to EVACUATE if ordered to by emergency responders

Action is rescinded when:

It is deemed safe by the Incident Commander (Principal or other official)

Staff is given the "All Clear" or other instructions

Continue to communicate with County Office who will be monitoring air quality for participation in P.E. and other outdoor activities

Fire on School Grounds

EVACUATION should be the initial action to a fire on school grounds.

SIGNAL: Smoke, flames, or fire alarm.

Cesar Chavez Community School has identified in priority 1) Harris Park, 2) Greengate parking lot, 3) CommuniCare parking lot. These locations should be in reasonably close proximity to the school. The locations should also be on different sides of the building or property.

EVACUATE:

Contact Principal and the Yolo County Office of Education - EOC where the student population will be going. Advise them of your transportation requirements, if off-site evacuation is required (i.e. number of evacuees, number of evacuees with special needs, nature of special needs, location of host evacuation centers)

Contact WJUSD Transportation Department at 406-5980 and the Yolo County Office of Education Office - EOC and advise them of your transportation requirements if off-site evacuation is required (i.e. number of evacuees, number of evacuees with special needs, nature of special needs, location of host evacuation centers)

Staff will:

1. Close windows and doors. Lock doors.
2. Take staff handbook binder and attendance roster
3. Lead students to your assigned area (see map) in a silent, single, or double-file line. If you have an aide, have him/her bring up the rear.
4. Be sure to stay on walkways, and not in parking lots or driveways.

5. At the destination, move on to the sidewalk.
6. Line up with the teacher in front of the line. Keep everyone calm, silent, and in a single/double-file line.
7. Take attendance.
8. Hold up a green card if everything is okay and no one is missing or hurt. Hold up the red card if help is needed.
 - a. ONLY if someone is missing, fill out Teacher/Staff Report Form (green). Hold up your red card, and a staff member will be over to assist and collect your Report Form.
9. Please continue to have your students lined up and silent; please model for them.
10. For dismissal, each teacher/class will be dismissed individually beginning with the outer groups. Please continue in a silent, single/double file line.

School Incident Commander will:

- Determine the level of response required for the incident
- Establish an Incident Command Post (ICP)
- Contact site's First Responders
- Notify appropriate County Office officials (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means
- Prepare an incident status report for emergency response personnel if needed
- Be prepared to assist with building access for emergency responders

Action is rescinded when:

- It is deemed safe by the Incident Commander (Principal or another official)
- Staff is given the "All Clear" or other instructions

Flooding

SHELTER-IN-PLACE should be the initial action in the event of flooding.

School Incident Commander will:

- Determine the level of response required for the incident
- Establish an Incident Command Post (ICP)
- Contact site's First Responders
- Notify appropriate County Office officials (Director of Student Support Services and District Safety Coordinator)
- Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means
- If necessary, initiate Student Release procedures
- Prepare incident status report for emergency response personnel if needed
- Be prepared to assist with building access for emergency responders
- Be prepared to shut down all HVAC systems

Action is rescinded when:

- It is deemed safe by the Incident Commander (Principal or other official)
- Staff is given the "All Clear" or other instructions

SEVERE WEATHER PROCEDURE

For the purposes of this procedure "Severe Weather" is defined as a severe windstorm, tornado, hail storm, lightning storm or other

weather event that could result in damage to school facilities or injuries to students or staff.

If a "Severe Weather Watch" has been issued by the National Weather Services:

- Monitor NOAA Weather Stations (National Weather Services, Weather Channel, etc.)
- Bring all persons inside buildings
- Be prepared to move students from mobile classrooms into permanent buildings
- Close facility doors, windows and blinds or curtains
- Severe weather safe areas are under desks, in hallways and interior rooms away from windows
- Avoid gyms and cafeterias with wide free-span roofs and large areas of glass windows

If a "Severe Weather Warning" has been issued in the school area, or if severe weather is being observed at or near the school:

- School Incident Commander will initiate a SHELTER IN PLACE
- School Incident Commander should also be prepared to provide shelter to parents who may arrive to pick up children during the storm, until such time as it is safe to release

After passage of the storm:

- School Incident Commander will deploy staff to do a preliminary damage assessment of campus buildings and facilities to identify issues that need to be immediately addressed before students and staff are released to move about.
- Based on this assessment the School Incident Commander will either continue the SHELTER IN PLACE, give the "All Clear" signal and resume normal school operations, or initiate the "Off-Campus EVACUATION" procedure

Loss or Failure Of Utilities

Loss of electricity is the most common utility problem. However, a loss of gas, water or sewage disposal may also occur. Utility systems may also suffer damage or failure of related components on the school campus.

LOSS OF UTILITIES

Most often the loss of utilities is a result of failure or damage of utility company infrastructure located off-campus. Interruptions are normally brief, and although inconvenient, result in only minimal disruption of normal school operations. However, some outages can be extensive, so it is important to contact the utility company as soon as failure occurs to find out how long they anticipate an outage might last. When it appears the outage will not end in a reasonable amount of time, school officials must weigh their options for closing school and sending the students home.

UTILITY SYSTEM DAMAGE OR FAILURE ON CAMPUS

Utility failure or damage on campus can pose serious threats to students and staff:

Gas leaks may require only a spark to set off an explosion

A broken water pipe may cause extensive flood damage to buildings and property

Electrical failures cause disruption of needed heating, ventilation, and air conditioning

Electrical failure may also result in loss of well water and sewage disposal

Broken electrical lines or components may pose a shock hazard to staff or students

The initial response to any problem with utility systems on campus is to CALL SUPPORT OPERATIONS SYSTEMS IMMEDIATELY and they will try to identify the source of the problem, isolate the area, and shut off the supply of water, gas or electricity to the affected system component or building. The other, but less desired, approach is to shut down the gas, water or electrical supply to the entire campus. The head custodian also knows how to shut off gas/water for the entire campus. The school should develop detailed maps that indicate not only the main campus utility shut offs, but shut-offs for individual buildings as well as mechanical equipment such as heating, ventilation, and air conditioning units. These maps should be kept readily available in the school Crisis Response binder.

It is important to recognize that most schools within communities have natural gas piped in from the utility company's underground system. The School Incident Commander and other key school personnel must know how to shut off the gas in the event of an emergency.

UTILITY LOSS OR DAMAGE EMERGENCY PROCEDURES

Gas Leak - Indoor:

Upon detecting gas odor, staff shall initiate EVACUATION of the affected building
If the fire alarm uses mechanical bells, versus a speaker system, avoid using the fire alarm as it may create an explosive spark
DO NOT turn off lights or other electrical equipment which may cause a spark
Leave doors open to provide ventilation of the building
Turn off HVAC system to entire campus
The School Incident Commander will call 911:
Give location of gas leak - what building and what's leaking, if known
Describe best UPWIND access point for emergency responders (driveways/gates)
Request 911 operator to call Gas Company since they have rapid access
Indicate that EVACUATION is underway and stay on the line to provide updates
Notify appropriate School District officials (Director of Student Services and Director of Support Operations Services)
Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means
Determine whether to evacuate other buildings since SHELTER IN PLACE may be appropriate if the leak is small and contained to another building
Do not reenter the affected building(s) until fire or utility officials say it is safe

Gas Leak - Outdoor:

Upon detecting gas odor, staff shall initiate EVACUATION of the immediate area
Move everyone UPWIND, at least 100 feet (more if leak is major)
Post staff to prevent entry to the area (including vehicles)
If the fire alarm uses mechanical bells, versus a speaker system, avoid using the fire alarm as it may create an explosive spark
DO NOT turn off lights or other electrical equipment which may cause a spark
Leave doors open to provide ventilation of the building
Turn off HVAC system to entire campus
The School Incident Commander will call 911:
Give location of gas leak - what building and what's leaking, if known
Describe best UPWIND access point for emergency responders (driveways/gates)
Request 911 operator to call Gas Company since they have rapid access
Indicate that EVACUATION is underway and stay on the line to provide updates
Determine whether to evacuate buildings since SHELTER IN PLACE may be most appropriate way to protect, unless gas is filling buildings. In that case get everyone moved out and upwind of leak
Notify appropriate School District officials (Director of Student Services and Director of Support Operations Services)
Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means
Do not reenter the affected building(s) until fire or utility officials say it is safe

Electrical System Damage or Failure:

If there is smoke or threat of fire EVACUATE the building(s)
Close, but do not lock doors
Notify the School office/Incident Commander
The School Incident Commander will call 911:
Give location and nature of the electrical problem
Describe best access point for emergency responders (driveways/gates)
Request 911 operator to call Electrical Company since they have rapid access
Indicate if EVACUATION is underway and stay on the line to provide updates
Notify appropriate School District officials (Director of Student Services and Director of Support Operations Services)
Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means
Direct staff to attempt to shut down electrical at main shut-off or building shut-off
Do not reenter the affected building(s) until fire or utility officials say it is safe

If problem is outdoors, School Incident Commander will be responsible for shutting down power and calling an electrician. If Utility Company line/equipment is involved, the Utility Company will effect shut-down and repair as needed.

Water/Sewer Line Break:

If water leak is in attic or other area where weight or effect of water may cause ceiling or building to collapse, EVACUATE the building and notify the School Office/School Incident Commander.

The School Incident Commander will:

Direct staff to attempt to shut down water at main shut-off or building shut-off

Assess situation and determine if EVACUATION is needed-

Notify appropriate School District officials (Director of Student Services and Director of Support Operations Services)

Work with Public Information Officer to prepare appropriate parent, community and media notification by text, email, or other communication means

Work with Maintenance and Operations to have the water/sewage removed

Do not allow anyone to reenter the buildings(s) until fire, utilities, or Maintenance and Operations say it is safe

If problem is outdoors, direct staff to isolate the area and stand watch until the leak is shut down

Motor Vehicle Crash

The situation would be evaluated and then the appropriate steps would follow in order to keep all students safe. Initial action can be SHELTER-IN-PLACE, or EVACUATION as needed.

Psychological Trauma

In case of psychological trauma, the situation would be evaluated and then the appropriate steps would follow. A counselor should be involved in the initial assessment and then additional counselors will be involved as needed. All counselors, nurses, and psychologists are trained to do Risk Assessments to determine the level of threat of self-harm.

Suspected Contamination of Food or Water

The situation would be evaluated and then the appropriate steps would follow in order to keep all students safe. Initial action can be SHELTER-IN-PLACE, or EVACUATION as needed.

Tactical Responses to Criminal Incidents

The situation would be evaluated and then the appropriate steps would follow in order to keep all students safe. Initial action can be SHELTER-IN-PLACE, or EVACUATION as needed.

Unlawful Demonstration or Walkout

The situation would be evaluated and then the appropriate steps would follow in order to keep all students safe. Initial action can be SHELTER-IN-PLACE, or EVACUATION as needed.

Emergency Evacuation Map

4. 5. Second Reading of Board Policies

Quick Summary / Abstract

a. BP/SP 6157 - Distance Learning

Description

Dr. Carolynne Beno, Associate Superintendent, Educational Services is undergoing a review of the 6000 series (Instruction) policies. At this time one (1) BP/SP policy is being presented for action.

Recommendation

The Board will be asked to adopt the above BP/SP policy.

Supporting Documents



[BP SP 6157 Distance Learning.pdf](#)

Contact Person

Dr. Carolynne Beno, Associate Superintendent, Educational Services will present this item.

DISTANCE LEARNING

The Yolo County Governing Board recognizes that distance learning can be a viable alternative instructional strategy that supports student achievement of academic goals. Distance learning opportunities may be offered to students participating in independent study, credit recovery courses, enrichment courses, or other courses identified by the Yolo County Superintendent of Schools or designee, or in the event that a school site is physically closed due to widespread illness, natural disaster, or other emergency.

(cf. 3516 - Emergencies and Disaster Preparedness Plan)
(cf. 3516.5 - Emergency Schedules)
(cf. 4113.5/4213.5/4313.5 - Working Remotely)
(cf. 6158 - Independent Study)

The Yolo County Office of Education may offer distance learning through a variety of delivery methods as appropriate for the grade level and subject matter. Distance learning opportunities may include video, audio, and/or written instruction in which the primary mode of communication between the student and teacher is online interaction, instructional television, live or prerecorded video, telecourses, and other instruction that relies on computer or communications technology. They may also include the use of print materials with written or oral feedback.

The County Superintendent or designee shall review and select distance learning courses, which may include those taught by County Office staff or others, that are of high academic quality and are aligned with County Office standards and curricula. As appropriate, courses may be self-directed to allow students to complete assignments at their own pace and/or may involve real-time interaction among the teacher and students.

(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6143 - Courses of Study)

The County Superintendent or designee shall, in collaboration with teachers, plan for schoolwide or long-term distance learning in the event of a school closure. In developing the plan, the County Superintendent or designee shall analyze the course sequence, prioritize content and standards to be completed, and recommend the grading criteria. In such circumstances, students' social-emotional wellness shall be taken into account, and schedules and learning experiences shall be designed to build continuity, routine, and regular connections with students.

(cf. 5141.5 - Mental Health)

As needed, the County Superintendent or designee shall provide teachers with training and ongoing support, including technological support and guidance, to effectively implement

DISTANCE LEARNING (continued)

distance learning. The County Office shall also provide opportunities for teachers to communicate and collaborate with each other to exchange information on effective practices.

(cf. 4131 - Staff Development)

Staff shall comply with all copyright regulations in developing materials to be used in distance education courses.

(cf. 6162.6 - Use of Copyrighted Materials)

The County Office shall take steps to ensure that distance learning opportunities are available to all students, including economically disadvantaged students, students with disabilities, and English learners. Teachers may use multiple methods of providing instruction to meet student needs. All online programming and Internet content shall meet accessibility standards for students with disabilities, including compatibility with commonly used assistive technologies.

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

(cf. 0415 - Equity)

(cf. 6159 - Individualized Education Program)

(cf. 6174 - Education for English Learners)

The County Superintendent or designee shall assess students' access to technological devices and the Internet and, consistent with the County Office's budget and technology plan, may loan devices to students to use at home and/or assist families in identifying free service providers. Students are expected to use County Office technology responsibly in accordance with the County Office's Acceptable Use Agreement. To the extent possible, the County Office shall make technical and academic support available to students.

(cf. 0440 - District Technology Plan)

(cf. 3311.4 - Procurement of Technological Equipment)

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

(cf. 6163.4 - Student Use of Technology)

Teachers shall provide regular communications to students and parents/guardians about expectations, assignments, and available resources to assist the student in successful completion of distance learning coursework.

(cf. 6020 - Parent Involvement)

Grading of distance learning assignments and assessments of end-of-course knowledge and understanding of the subject matter shall be consistent with County Office policy on grading for equivalent courses.

DISTANCE LEARNING (continued)

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6146.3 - Reciprocity of Academic Credit)
(cf. 6146.11 - Alternative Credits Toward Graduation)

Legal Reference:

EDUCATION CODE

35182.5 Contracts for electronic products or services; prohibitions

51210-51212 Course of study for grades 1-6

51220-51229 Course of study for grades 7-12

51740-51741 Authority to provide instruction by correspondence

51745-51749.3 Independent study

51865 California distance learning policy

PUBLIC CONTRACT CODE

20118.2 Contracting by school districts; technological equipment

UNITED STATES CODE, TITLE 20

7131 Internet safety

UNITED STATES CODE, TITLE 47

254 Universal service discounts (E-rate); Internet safety

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

COVID-19 Guidance for K-12 Schools

WORLD WIDE WEB CONSORTIUM PUBLICATIONS

Web Content Accessibility Guidelines

WEB SITES

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

World Wide Web Consortium, Web Accessibility Initiative: <http://www.w3.org/wai>

4. 6. Temporary Interfund Cash Transfers

Description

Education Code 42603 states that the governing board of any school district or office of education may direct that monies held in any fund or account be temporarily transferred to another fund or account of the district/county office for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account. Amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. Borrowing shall occur only when the fund or account receiving the money will earn sufficient income during the current fiscal year to repay the amount transferred. No more than 75 percent of the maximum of monies held in any fund or account during a current fiscal year may be transferred.

As noted above, Education Code 42603 delineates the requirements regarding temporary interfund cash transfers. Board approval is required before making these transfers. In an effort to facilitate this process, attached is a resolution to make transfers for cash-flow purposes, as the needs arise, based on authorization by the Superintendent or designee. Temporary transfers to meet temporary cash shortages in a fund will be processed based on this authorization.

Recommendation

Action.

The Board is being asked to adopt Resolution 19-20/46: Temporary Interfund Cash Transfers.

Supporting Documents

 [Interfund Cash Transfers Resolution 06-23-2020.pdf](#)

Contact Person

Debra Hinely, Director Internal Business Services

Details

Information

**YOLO COUNTY BOARD OF EDUCATION
RESOLUTION #19-20/46: TEMPORARY INTERFUND CASH TRANSFERS**

**IN THE MATTER OF AUTHORIZING
INTER-FUND LOAN FOR CASH FLOW PURPOSES:**

WHEREAS, the Yolo County Office of Education administers various funds; and,

WHEREAS, the County Office of Education occasionally has cash shortages in its segregated funds at the county treasury; and,

WHEREAS, Education Code Section 42603 authorizes inter-fund loans to cover such temporary cash shortages;

THEREFORE, BE IT RESOLVED that the Governing Board of the Yolo County Office of Education authorizes the County Administration to transfer funds as needed for cash-flow purposes and to repay those transfers as funds become available for the 2020-2021 school year.

PASSED AND ADOPTED by the Governing Board of the Yolo County Office of Education on this 23rd day of June, 2020.

AYES:

NOES:

ABSENT:

ABSTAIN:

Carol Souza Cole, President
Yolo County Board of Education

ATTEST:

Garth Lewis, County Superintendent
of Schools and Secretary Ex-Officio of the
Yolo County Board of Education

4. 7. 2020-2021 Education Protection Account Spending Plan

Description

Proposition 30, The Schools and Local Public Safety Protection Act of 2012, approved by voters on November 6, 2012, temporarily increases the states sales tax rate for all taxpayers and the personal income tax rate for upper-income taxpayers. The new revenues generated from Proposition 30 are deposited into a state account called the Education Protection Account (EPA). School districts, county offices of education, and charter schools (LEA's) will receive funds from the EPA based on their proportionate share of the statewide revenue limit amount, which includes charter school general purpose funding. A corresponding reduction is made to an LEA's revenue limit or charter school general purpose state aid equal to the amount of their EPA entitlement.

Recommendation

The Board will be asked to take action to approve the Education Protection Account Spending Plan.

Supporting Documents

 [2020-2021 EPA YCOE Plan.pdf](#)

Contact Person

Debra Hinely, Director Internal Business Services will present this item.

Education Protection Account Spending Plan

The voters approved Proposition 30 on November 6, 2012 (sun setting 12/31/2017) which created the Education Protection Account and subsequently approved Proposition 55 on November 8, 2016 (commencing 1/1/2018).

The Yolo County Office of Education has the sole authority to determine how the monies received from the Education Protection Account are spent; and the governing board shall make the spending determinations in open session of a public meeting.

The monies received from the Education Protection Account shall not be used for salaries or benefits for administrators or any other administrative costs.

The Yolo County Office of Education shall annually publish on its Internet website an accounting of how much money was received from the Education Protection Account and how that money was spent.

The moneys received from the Education Protection Account shall be spent as required by Article XIII Section 36 in the following manner:

To pay for county services to districts.

4. 8. Change the time of the Yolo County Board of Education Regular Board meetings to 4:30 p.m.

Description

Discussion and possible action to change the Yolo County Board of Education Regular monthly meetings from 3:30 p.m. to 4:30 p.m. This change will start in August 2020 and be re-evaluated at the December 2020 meeting.

Recommendation

Discussion and possible Action.

Contact Person

President Carol Souza Cole will present this item.

5. INFORMATION ITEMS

5. 1. Head Start/ Early Head Start Reports

Quick Summary / Abstract

The following reports are being presented to the Board as information:

- a. Enrollment update - this is a standing report to the Board
- b. Program - this is a standing report to the Board
- c. Financial Reports - this is a standing report to the Board
- d. Policy Council Meeting Agenda - this is a standing report to the Board
- e. Policy Council Meeting Minutes - this is a standing report to the Board

Recommendation

For Information.

Supporting Documents

 [YCOE June Director's report with edits HS.pdf](#)

 [Financial ReportApril 2020.pdf](#)

 [May Agenda.pdf](#)

 [PC Minutes March 2020.pdf](#)

 [PC Minutes April 2020.pdf](#)

 [PC Minutes May 2020.pdf](#)

Contact Person

Gail Nadal, Director, Head Start/Early Head Start and Debra Hinely, Director, Internal Business Services (financial reports) will present these items.



YCOE Head Start/Early Head Start
1280 Santa Anita Court, Suite 140
Woodland, CA 95776
(530) 668-3001



Yolo County Office of Education Board of Education

June 2020

Director's Report

PROGRAM UPDATE

We are pleased to share that our school year has come to an end and with the many challenges that have occurred, we are happy to share that our distance learning plan was a success. We are so proud of the children and families that have committed to the at home learning opportunities that were a part of the learning lessons created by our Education team. Thank you to everyone that made this happen. We are grateful to the federal government that gave us allowances to serving our families from their home environment. We are so grateful to our entire Head Start program for making this shift and developing an effective new approach to learning in ECE.

TRAINING AND TECHNICAL ASSISTANCE:

We are utilizing the new zoom platform for our meetings, training and connections with staff and families. We have had a positive experience with conducting Policy Council on zoom meetings and we see an increase in the number of participants at these meetings. Thank you to the team that has developed an expertise to this platform's use.

PLANNING

The program has started to explore the new ideas and ways that we might offer services for this upcoming year. The program will have a focus on keeping children, staff and families safe while learning continues. We hope that every family can be a part of the continuous learning process. Through the enrollment process, we will meet the needs of our children. Looking forward to the new year in 2020-21 year!

HEAD START/PROGRAMA HEAD START			
Resource 5210/Recurso 5210			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$ 2,923,212.00	
Expenditures/Gastos:			
Salaries/Salarios	\$ 116,215.98	\$	1,105,344.20
Benefits/Beneficios	\$ 43,236.93	\$	414,910.89
Supplies/Provisiones	\$ 1,805.06	\$	61,090.78
<i>Parent Activities/Actividades de los padres</i>	\$ 144.78	\$	7,023.99
Site Supplies/Articulos de oficina para el centro	\$ 1,660.28	\$	54,066.79
Contracted Services/Servicios Contratados	\$ 16,764.66	\$	189,368.39
Operations/Gastos de Operacion	\$ 16,454.83	\$	210,051.52
Building/Land Improvements	\$ -	\$	-
Indirect Costs/Castos Indirectos	\$ 20,566.11	\$	162,366.02
Cafeteria Fund/transerencia al fondo del café	\$ -	\$	-
Total Expenditures/Total de Gastos	\$ 215,089.17	\$	2,143,131.80

EARLY HEAD START/PROGRAMA EARLY HEAD START1			
Resource 5212/Recurso 5212			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$ 1,115,238.00	
Expenditures/Gastos:			
Salaries/Salarios	\$ 48,513.56	\$	479,213.61
Benefits/Beneficios	\$ 18,639.40	\$	179,631.17
Supplies/Provisiones	\$ 662.64	\$	15,969.49
<i>Parent Activities/Actividades de los padres</i>	\$ 53.16	\$	1,926.88
Site Supplies/Articulos de oficina para el centro	\$ 609.48	\$	14,042.61
Contracted Services/Servicios Contratados	\$ 3,252.06	\$	37,323.44
Operations/Gastos de Operacion	\$ 5,121.57	\$	68,095.37
Building/Land Improvements	\$ -	\$	-
Indirect Costs/Castos Indirectos	\$ 7,623.58	\$	63,802.68
Cafeteria Fund/transerencia al fondo del café	\$ -	\$	-
Total Expenditures/Total de Gastos	\$ 83,812.81	\$	844,035.76

HEAD START/PROGRAMA HEAD START T & TA			
Resource 5208/Recurso 5208			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$ 34,554.00	
Expenditures/Gastos:			
Salaries/Salarios	\$ -	\$	-
Benefits/Beneficios	\$ -	\$	-
Supplies/Provisiones	\$ -	\$	1,041.52
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$	346.90
Site Supplies/Articulos de oficina para el centro	\$ -	\$	694.62
Contracted Services/Servicios Contratados	\$ -	\$	5,527.77
Operations/Gastos de Operacion	\$ -	\$	12,065.60
Indirect Costs/Castos Indirectos	\$ -	\$	1,688.32
Total Expenditures/Total de Gastos	\$ -	\$	20,323.21

EARLY HEAD START/PROGRAMA EARLY HEAD START T & TA			
Resource 5218/Recurso 5218			
CATEGORY/CATEGORIA	Current/	Year to Date	
Revenues/Ingresos:		\$ 25,983.00	
Expenditures/Gastos:			
Salaries/Salarios	\$ -	\$	-
Benefits/Beneficios	\$ -	\$	-
Supplies/Provisiones	\$ -	\$	1,052.08
<i>Parent Activities/Actividades de los padres</i>	\$ -	\$	346.89
Site Supplies/Articulos de oficina para el centro	\$ -	\$	705.19
Contracted Services/Servicios Contratados	\$ -	\$	6,357.23
Operations/Gastos de Operacion	\$ -	\$	13,798.45
Indirect Costs/Castos Indirectos	\$ -	\$	1,921.42
Total Expenditures/Total de Gastos	\$ -	\$	23,129.18

	Number of Meals/Snacks Served	Federal Reimbursement Amount	State Reimbursement Amount	Credit Cards	
				Monthly Expense	
Breakfast	0	0.00	\$ -	Visa	\$ (2,734.81)
AM Snacks		\$ -	\$ -	Wal-Mart	\$ -
Lunch	0	\$ -	\$ -	Nugget/Food 4 Less	\$ 557.36
PM Snacks	0	\$ -	\$ -	Interstate Oil	\$ -
Total Reimbursement				Total Credit Cards	\$ (2,177.45)

Calculation of In-Kind Contributions			Administrative Percent Calculation	
	Dollars Expended Year-To-Date	In-Kind Required		
Head Start:	\$ 2,143,131.80	\$ 535,782.95	Maximum Percent Allowed	15%
HS T & TA	\$ 20,323.21	\$ 5,080.80	Calculated Percent for the Month	12%
Early HS	\$ 844,035.76	\$ 211,008.94	Annual Percentage	13%
EHS T & TA	\$ 23,129.18	\$ 5,782.30		
Total	\$ 3,030,619.95	\$ 757,654.99		
	Amount Required:	\$ 757,654.99		
	Actual In-Kind:	\$ 890,141.04		
	*Surplus/(Deficit):	\$ 132,486.05		
If deficit: will be returned to Federal Government from unrestricted dollars				

**Executive Summary
2019/2020 Fiscal Year
April 2020**

Program	Working Budget	Current Expenditures	Year-To-Date Expenditures	Encumbered	Balance	% of Budget Spent	% of Budget Encumbered	% of Budget
								Unspent or Not Obligated
Head Start	\$ 2,923,212	\$ 215,089	\$ 2,143,132	\$ 422,921	\$ 357,159	73.31%	14.47%	12.22%
Early Head Start	\$ 1,115,238	\$ 83,813	\$ 844,036	\$ 183,761	\$ 87,441	75.68%	16.48%	7.84%
Head Start T&TA	\$ 34,554	\$ -	\$ 20,323	\$ 578	\$ 13,653	58.82%	1.67%	39.51%
Early Head Start T&TA	\$ 25,983	\$ -	\$ 23,129	\$ 1,398	\$ 1,456	89.02%	5.38%	5.60%
Total Grant	\$ 4,098,987	\$ 298,902	\$ 3,030,620	\$ 608,657	\$ 459,710	73.94%	14.85%	11.22%

Credit Cards	Monthly Expense
Visa	\$ (2,734.81)
Wal-Mart	\$ -
Nugget/Food 4 Less	\$ 557.36
Interstate Oil	\$ -
Total Credit Card Expense	\$ (2,177.45)

Administrative Percent Calculation	
Maximum allowed Administrative Percent:	15%
Calculated Percentage for the Month:	12%
Annual Percentage	13%

Calculation of In-Kind Contributions		
	Dollars Expended	
	Year-To-Date	In-Kind Required
Head Start:	\$ 2,143,131.80	\$ 535,782.95
Head Start T & TA:	\$ 20,323.21	\$ 5,080.80
Early Head Start:	\$ 844,035.76	\$ 211,008.94
Early Head Start T & TA:	\$ 23,129.18	\$ 5,782.30
Total	\$ 3,030,619.95	\$ 757,654.99
	Amount Required:	\$ 757,654.99
	Actual In-Kind:	\$ 890,141.04
	*Surplus/(Deficit):	\$ 132,486.05

If deficit: will be returned to Federal Government from unrestricted dollars

	Number of Meals/Snacks Served	Federal Reimbursement Amount	State Reimbursement Amount
Breakfast			\$ -
AM Snacks		\$ -	\$ -
Lunch		\$ -	\$ -
PM Snacks		\$ -	\$ -
Total Reimbursement		\$ -	\$ -

**EARLY HEAD START
2019/2020
April**

Resource 5212

CATEGORY	Budget	Adjustment	Revised Budget	Actual Current	Expended/Received			%
					Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	1,115,238		1,115,238	91,769	768,027	0	347,212	31.13%
Prior Year	0	0	0	0	0		0	#DIV/0!
COLA	0		0		0		0	
Total Revenues	1,115,238	0	1,115,238	91,769	768,027	0	347,212	31.13%
Expenditures								
Salaries	593,088	(17,626)	575,462	48,514	479,214	95,675	574	0.10%
Benefits	267,938	(27,725)	240,213	18,639	179,631	37,280	23,302	9.70%
Supplies	33,226	16,709	49,935	663	15,969	16,958	17,008	34.06%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	0	0	1,952	53	1,927	1,194	(1,169)	-59.88%
<i>Site Supplies</i>	33,226	14,757	47,983	609	14,043	15,764	18,177	37.88%
Travel & Conference	9,682	5,309	14,991	414	11,990	108	2,893	19.30%
Dues & Memberships	653	100	753	0	753	0	1	0.07%
Insurance	4,200	(1,028)	3,172	0	3,171	0	1	0.02%
Operations and Housekeeping	0	50	50	0	27	0	23	46.26%
Rentals, Leases, Repairs & Noncapitalized Improvements	725	1,077	1,802	78	878	377	547	30.37%
Direct Costs for Transfer of Services	62,852	0	62,852	4,549	50,478		12,374	19.69%
Professional/Contracted Services & Operating Expenditures	50,151	24,273	74,424	3,252	37,323	7,533	29,568	39.73%
Intergovernmental Fees	76	1,000	1,076	80	798	80	197	18.32%
Indirect Costs	92,647	(2,139)	90,508	7,624	63,803		26,705	29.51%
Equipment	0	0	0	0	0	25,751	(25,751)	
		0	0					
Total Expenditures	1,115,238	0	1,115,238	83,813	844,036	183,761	87,441	7.84%

**PROGRAMA EARLY HEAD START
PRESUPUESTO DEL AÑO FISCAL 2019/2020**

Recurso 5212	CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
						Lo que va del año	Sobrecargado		
Ingresos:									
	Todos los otros Federales	1,115,238	0	1,115,238	91,769	768,027	0	347,212	31.13%
		0		0				0	#DIV/0!
		0		0		0		0	
	Total de Ingresos	1,115,238	0	1,115,238	91,769	768,027	0	347,212	31.13%
Gastos:									
	Salarios	593,088	(17,626)	575,462	48,514	479,214	95,675	574	0.10%
	Beneficios	267,938	(27,725)	240,213	18,639	179,631	37,280	23,302	9.70%
	Provisiones	33,226	16,709	49,935	663	15,969	16,958	17,008	34.06%
	<i>Artículos para las actividades de los padres y comida para las juntas</i>	0	1,952	1,952	53	1,927	1,194	(1,169)	-59.88%
	<i>Artículos de oficina para el centro</i>	33,226	14,757	47,983	609	14,043	15,764	18,177	37.88%
	Viaje y Conferencia	9,682	5,309	14,991	414	11,990	108	2,893	19.30%
	Cuotas y Membresías	653	100	753	0	753	0	1	0.07%
	Seguro	4,200	(1,028)	3,172	0	3,171	0	1	0.02%
		0	50	50	0	27	0	23	46.26%
	Rentas, Arrendamientos, Reparaciones y Mejoras No-Capitalizadas	725	1,077	1,802	78	878	377	547	30.37%
	Costos Directos para Transferencias de Servicios	62,852	0	62,852	4,549	50,478	0	12,374	19.69%
	Servicios Profesionales/Contratados y Gastos de	50,151	24,273	74,424	3,252	37,323	7,533	29,568	39.73%
	Cuotas Intergubernamentales	76	1,000	1,076	80	798	80	197	18.32%
	Gastos Indirectos	92,647	(2,139)	90,508	7,624	63,803	0	26,705	29.51%
	Total de Gastos	1,115,238	(50)	1,115,188	83,813	844,036	158,010	113,192	10.15%

**HEAD START
T & TA
2019/2020
April**

Resource 5208

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			%
					Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	34,554	0	34,554	0	20,323	0	14,231	41.18%
COLA	0		0				0	
Total Revenues	34,554	0	34,554	0	20,323	0	14,231	41.18%
Expenditures								
Salaries	0	0	0	0	0	0	0	0.00%
Benefits	0	0	0	0	0	0	0	0.00%
Supplies	6,483	(4,308)	2,175	0	1,042	0	1,133	52.11%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	1,400	(768)	632	0	347	0	285	45.11%
<i>Site Supplies</i>	5,083	(3,540)	1,543	0	695	0	848	54.98%
Travel & Conference	10,181	12,359	22,540	0	12,066	0	10,474	46.47%
Contracted Services	15,019	(8,051)	6,968	0	5,528	578	863	12.38%
Indirect Costs	2,871	0	2,871	0	1,688	0	1,183	41.19%
Total Expenditures	34,554	0	34,554	0	20,323	578	13,653	39.51%

**PROGRAMA HEAD START
T y TA
PRESUPUESTO 2019/2020**

Recurso 5208		Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
CATEGORÍA						Lo que va del año	Sobrecargado		
Ingresos:									
	Todos los otros Federales	34,554	0	34,554	0	20,323	0	14,231	41.18%
	COLA	0		0				0	
	Total de Ingresos	34,554	0	34,554	0	20,323	0	14,231	41.18%
Gastos:									
	Salarios	0	0	0	0	0	0	0	0.00%
	Beneficios	0	0	0	0	0	0	0	0.00%
	Provisiones	6,483	(4,308)	2,175	0	1,042	0	1,133	52.11%
	<i>Artículos para las actividades de los padres y comida para las juntas</i>	1,400	(768)	632	0	347	0	285	45.11%
	<i>Artículos de oficina para el centro</i>	5,083	(3,540)	1,543	0	695	0	848	54.98%
	Viaje y Conferencia	10,181	12,359	22,540	0	12,066	0	10,474	
	Servicios Contratados	15,019	(8,051)	6,968	0	5,528	578	863	12.38%
	Gastos Indirectos	2,871	0	2,871	0	1,688	0	1,183	0.00%
	Total de Gastos	34,554	0	34,554	0	20,323	578	13,653	39.51%

**HEAD START
2019/2020 BUDGET
April**

Resource 5210

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			%
					Year-to-date	Encumbered	Balance	
Revenues								
All Other Federal	2,923,212		2,923,212	47,565	1,954,485		968,727	33.14%
Prior Year	0	0	0	0	0		0	0.00%
COLA	0		0	0	0		0	0.00%
Total Revenues	2,923,212	0	2,923,212	47,565	1,954,485	0	968,727	33.14%
Expenditures:								
Salaries	1,501,917	(127,061)	1,374,856	116,216	1,105,344	227,770	41,742	3.04%
Benefits	731,045	(144,139)	586,906	43,237	414,911	92,693	79,303	13.51%
Supplies	50,565	53,378	103,943	1,805	61,091	42,169	684	0.66%
<i>Parent Activity Supplies & Food for Parent Meetings</i>	7,696	1,783	9,479	145	7,024	3,969	(1,514)	-15.97%
<i>Site Supplies</i>	42,869	51,595	94,464	1,660	54,067	38,200	2,198	2.33%
Travel & Conference	18,091	3,320	21,411	483	25,759	414	(4,762)	-22.24%
Dues & Memberships	1,384	874	2,258	0	2,258	0	1	0.02%
Insurance	13,568	(4,053)	9,515	0	9,514	0	1	0.01%
Operations & Housekeeping	580	0	580	46	322	54	203	35.04%
Rentals, Leases, Repairs & Noncapitalized								
Improvements	5,997	(763)	5,234	318	4,057	1,176	1	0.02%
Direct Costs for Transfer of Services	210,541	2,660	213,201	15,654	168,141		45,060	21.14%
Professional/Contracted Services & Operating								
Expenditures	141,835	168,560	310,395	16,765	189,368	7,145	113,882	36.69%
Intergovernmental Fees	4,847	0	4,847	0	0	0	4,847	100.00%
Equipment	0	51,502	51,502	0	0	51,502	0	0.00%
Indirect Costs	242,842	(4,278)	238,564	20,566	162,366		76,198	31.94%
Tsfer to Cafe Fund	0	0	0	0	0		0	#DIV/0!
		0	0					
Total Expenditures	2,923,212	0	2,923,212	215,089	2,143,132	422,921	357,159	12.22%

**PROGRAMA HEAD START
PRESUPUESTO 2019/2020**

Recurso 5210						Gastado/Recibido			
	CATEGORÍA	Presupuesto	Ajustes	Presupuesto Revisado	Actual	Lo que va del año	Sobrecargado	Balance	%
Ingresos:									
	Todos los otros Federales	2,923,212	0	2,923,212	0	1,954,485		968,727	33.14%
		0	0	0	0	0	0	0	
	COLA	0	0	0	0	0		0	
	Total Revenues/Total de Ingresos	2,923,212	0	2,923,212	0	1,954,485	0	968,727	
Gastos:									
	Salarios	1,501,917	(127,061)	1,374,856	116,216	1,105,344	227,770	41,742	3.04%
	Beneficios	731,045	(144,139)	586,906	43,237	414,911	92,693	79,303	13.51%
	Provisiones	50,565	53,378	103,943	1,805	61,091	42,169	684	0.66%
	<i>Articulos para las actividades de los padres y comida para las juntas</i>	7,696	1,783	9,479	145	7,024	3,969	(1,514)	0.00%
	<i>Articulos de oficina para el centro</i>	42,869	51,595	94,464	1,660	54,067	38,200	2,198	2.33%
	Viaje y Conferencia	18,091	3,320	21,411	483	25,759	414	(4,762)	-22.24%
	Cuotas y Membresías	1,384	874	2,258	0	2,258	0	1	0.02%
	Seguro	13,568	(4,053)	9,515	0	9,514	0	1	0.01%
		580	0	580	46	322	54	203	35.04%
	Rentas, Arrendamientos, Reparaciones y Mejoras No Capitalizadas	5,997	(763)	5,234	0	4,057	1,176	1	0.02%
	Costos Directos para Transferencias de Servicios Profesionales/Contratados y Gastos de Operación	210,541	2,660	213,201	15,654	168,141	0	45,060	21.14%
	Operación	141,835	168,560	310,395	16,765	189,368	7,145	113,882	36.69%
	Cuotas Intergubernamentales	4,847	0	4,847	0	0	0	4,847	100.00%
	Mejoras a los Terrenos	0	51,502	51,502	0	0	51,502	0	0.00%
	Gastos Indirectos	242,842	(4,278)	238,564	20,566	162,366	0	76,198	31.94%
	transferencia al fondo del café	0	0	0	0	0	0	0	#DIV/0!
			0	0					
	Total de Gastos	2,923,212	0	2,923,212	215,089	2,143,132	422,921	357,159	12.22%

**EARLY HEAD START
T & TA
2019/2020 BUDGET
April**

Resource 5218

CATEGORY	Budget	Adjustment	Revised Budget	Current	Expended/Received			Balance	%
					Year-to-date	Encumbered			
Revenues									
All Other Federal	25,983	0	25,983	0	23,129	0	2,854	10.98%	
Total Revenues	25,983	0	25,983	0	23,129	0	2,854	10.98%	
Expenditures									
Salaries	0	0	0	0	0	0	0	0.00%	
Benefits	0	0	0	0	0	0	0	0.00%	
Supplies	6,082	(4,886)	1,196	0	1,052	0	144	12.03%	
<i>Parent Activity Supplies & Food for Parent Meetings</i>	4,057	(3,709)	348	0	347	0	1	0.32%	
<i>Site Supplies</i>	2,025	(1,177)	848	0	705	0	143	16.84%	
Travel & Conference	10,568	3,462	14,030	0	13,798	0	232	1.65%	
Contracted Services	7,175	1,424	8,599	0	6,357	1,398	844	9.82%	
Indirect Costs	2,158	0	2,158	0	1,921	0	237	10.96%	
			0						
Total Expenditures	25,983	0	25,983	0	23,129	1,398	1,456	5.60%	

**PROGRAMA EARLY HEAD START
T & TA
PRESUPUESTO 2019/2020**

Recurso 5218		Presupuesto	Ajustes	Presupuesto Revisado	Actual	Gastado/Recibido		Balance	% %
CATEGORÍA						Lo que va del año	Sobrecargado		
Ingresos:									
Todos los otros Federales		25,983	0	25,983	0	23,129	0	2,854	10.98%
Total de Ingresos		25,983	0	25,983	0	23,129	0	2,854	
Gastos:									
Salarios		0	0	0	0	0	0	0	0.00%
Beneficios		0	0	0	0	0	0	0	0.00%
Provisiones		6,082	(4,886)	1,196	0	1,052	0	144	12.03%
<i>Artículos para las actividades de los padres y comida para las juntas</i>		4,057	(3,709)	348	0	347	0	1	0.32%
<i>Artículos de oficina para el centro</i>		2,025	(1,177)	848	0	705	0	143	16.84%
Viaje y Conferencia		10,568	3,462	14,030	0	13,798	0	232	1.65%
Servicios Contratados		7,175	1,424	8,599	0	6,357	1,398	844	9.82%
Gastos Indirectos		2,158	0	2,158	0	1,921	0	237	10.96%
Total de Gastos		25,983	0	25,983	0	23,129	1,398	1,456	5.60%

**HEAD START/EARLY HEAD START
CREDIT CARD REPORT
2019/2020
April**

MANAGER	VISA
Gail Nadal	
Travel/Conference	\$ (1,695.80)
Center Supplies	\$ 2,227.61
TOTAL	\$ 531.81
Genet Telahun	
Travel/Conference	\$ (1,695.80)
Center Supplies	\$ -
TOTAL	\$ (1,695.80)
Amee Dowkes	
Travel/Conference	\$ -
Center Supplies	\$ 500.00
TOTAL	\$ 500.00
Gustavo Melgoza	
Travel/Conference	\$ -
Center Supplies	\$ 472.88
TOTAL	\$ 472.88
Connie Luna	
Travel/Conference	\$ (847.90)
Center Supplies	\$ -
TOTAL	\$ (847.90)
Nicole Castrejon	
Travel/Conference	\$ (1,695.80)
Center Supplies	\$ -
TOTAL	\$ (1,695.80)
VISA Grand Total	\$ (2,734.81) ****
Nugget/Food4Less	\$ 557.36
InterState Oil	\$ -
Wal Mart	\$ -
TOTAL MONTHLY EXPENDITURES:	\$ (2,177.45)

**Credit card statements available upon request

**Programas Head Start/Early Head Start
 REPORTE DE TARJETAS DE CRÉDITO
 Año FISCAL 2019/2020**

SUPERVISOR	VISA
Gail Nadal	
Viaje/Conferencia	\$ (1,695.80)
Artículos para el centro	\$ 2,227.61
	<u>\$ 531.81</u>
Genet Telahun	
Viaje/Conferencia	\$ (1,695.80)
Artículos para el centro	\$ -
Total	<u>\$ (1,695.80)</u>
Amee Dowkes	
Viaje/Conferencia	\$ -
Artículos para el centro	\$ 500.00
Total	<u>\$ 500.00</u>
Gustavo Melgoza	
Viaje/Conferencia	\$ -
Artículos para oficina	\$ 472.88
Total	<u>\$ 472.88</u>
Connie Luna	
Viaje/conferencia	\$ 2,295.50
Articulos para oficina	\$ -
Total	<u>\$ 2,295.50</u>
Nicole Castrejon	
Viaje/conferencia	\$ 1,695.80
Articulos para oficina	\$ 30.00
Total	<u>\$ 1,725.80</u>
VISA Grand Total	\$ (2,734.81)
NUGGET/FOOD 4 LESS	\$ 557.36
INTERSTATE OIL	\$ -
Wal Mart	\$ -

Total de Gastos Mensuales: \$ (2,177.45) ***

***"Estados de ceunta de als tarjetas de credito, estan despinsibles, si son solicitadas."

**HEAD START/EARLY HEAD START
2019/2020 FISCAL YEAR
CALCULATION OF IN-KIND CONTRIBUTIONS**

Month	Year	Location										Grand
		Other	Alyce Norman	Itinerant	Esparto	Lemen	Charter	Lincoln/Plainfield	Valley Oak/Winters	Sci - Tech	Total	
July	2019	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
August	2019	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
September	2019	\$ 109,380.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 109,380.78
October	2019	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
November	2019	\$ 286,095.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 286,095.38
December	2019	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
January	2020	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
February	2020	\$ 339,261.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 339,261.88
March	2020	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
April	2020	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
May	2020	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
June	2020	\$ 17,267.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,267.00
		\$ 890,141.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 890,141.04

Total Contribution Due based on actual dollars claimed:

	Dollars Expended as of April 1, 2020	In-Kind Required
Head Start:	2,143,131.80	535,782.95
Head Start T & TA:	20,323.21	5,080.80
Early Head Start:	844,035.76	211,008.94
Early Head Start T & TA:	23,129.18	5,782.30
Total:	3,030,619.95	757,654.99

Amount Required: 757,654.99
 Actual In-Kind: 890,141.04
 *Surplus/(Deficit): 132,486.05

 Surplus(Deficit): 132,486.05

If deficit: will be returned to Federal Government from unrestricted dollars

**Headstart / Early Head Start
2019/2020 Fiscal Year
Administrative Percentage Calculation
July - June**

Step 1: Calculate % rent is administrative expense

Administrative Square Footage	Total Square Footage	% of Total Square Footage	Plant Services Charges (FN 8000-8999)	% of Rent allocated to Admin
1,440.00	130,680.00	0.011019	\$ -	\$ -

Dual Facility Costs - All Sites July 2017 thru June 2018				
Administrative Square Footage	Total Square Footage	% of Total Square Footage	Plant Services Charges (FN 8000-8999)	% of Rent allocated to Admin
360.00	21,833.00	0.013145	\$ 222,911.65	\$ 2,930.15

Step 2: Calculate maximum administrative expenses allowed for 15%

Federal Share	\$ 3,030,619.95	All Grants
Required 20 percent NFS	\$ 757,654.99	Non Federal Share
Total Approved Costs	<u>\$ 3,788,274.94</u>	
15% Administrative Cost Limitation	<u>\$ 568,241.24</u>	

Step 3: Identify total administrative expenses

Dual Facility Costs	\$ 2,930.15	Per Above Calculation in step 1 Staff charged to Administration Indirect
School Admin	\$ 219,515.83	
General Admin	<u>\$ 253,756.24</u>	
Total	<u>\$ 476,202.22</u>	

Grant Expenditures	\$ 2,800,841.51
Less Capital Outlay	\$ -
= Expenditures subject to indirect	<u>\$ 2,800,841.51</u>

Currently Charged Admin Costs	\$ 476,202.22
In-Kind Indirect	\$ -
In - Kind Administrative	\$ -
Administrative Total	<u>\$ 476,202.22</u>

Step 4: Calculate actual administrative percentage and verify less or equal to 15%

Maximum allowed Administrative Percent: 15%

Calculated Percentage to date: 13%

Notice of Public Meeting

**YOLO COUNTY OFFICE OF EDUCATION
HEAD START/EARLY HEAD START/STATE FUNDED PROGRAMS
POLICY COUNCIL MEETING AGENDA
May 18, 2020 from 10:00 a.m. to 11:00 a.m.
1280 Santa Anita Court Suite 140 Woodland, CA 95776**

Consistent with the Shelter in Place orders from the Governor and Yolo County, this meeting is compliant with the Governor's Executive Order N-29-20, which allows for a deviation of teleconference rules required by the Brown Act. In person, attendance will not be permitted. Please use zoom for public comment.

1.0 Call to Order

2.0 Introductions/Recognition of Visitors

3.0 Consent Agenda:

These items are expected to be routine and non-controversial. They will be acted upon by the Policy Council at one time without discussion unless a Policy Council member or citizen requests that an item(s) be removed for discussion and separate consideration. In that case, the designated item(s) will be considered following approval of the remaining items.

Action

3.1 Approval – May 18, 2020 Agenda

3.2 Approval - April 24, 2020 Agenda

3.3 Approval - March 27, 2020 Minutes

3.4 Approval - April 24, 2020 Minutes

Action

4.0 Public Comment:

This will be a virtual meeting - please use Zoom for Public Comment

This item is placed on the agenda for providing visitors the opportunity to address the Policy Council on any item(s) of business that does not appear

In compliance with the Brown Act regulations, this agenda must be posted at least 48 hours prior to the meeting at the following locations: 1280 Santa Anita Court, Suite 140, Woodland, CA 95776-6106; 1230 ½ Lemen Avenue, Woodland, CA 95776; 26479 Grafton Street, Esparto, CA 95627; 17120 Omega St. Esparto, CA 95627; 20450 Co Rd. 97 Woodland, CA 95695; 200 Baker St. Winters, CA 95616; 1200 Anna Street, West Sacramento, CA 95605; 1400 E. 8th Street Room 6, Davis, CA 95616; and 1504 Fallbrook Street, West Sacramento, CA 95691; 285 West Beamer Street, Woodland, CA 95695; 1444 Stetson Street Woodland, CA 95776

on the formal agenda. You may request recognition by completing the form provided at the door.

Visitors may also request recognition from the chairperson, to address the Policy Council concerning an item on the agenda by completing the form provided at the door.

The Policy Council reserves the right to establish a time limit on these discussions, or to refer them to the next regular meeting for further deliberation.

**Discussion &
Possible Action**

5.0 Adjourn to Closed Session:

5.1 Employment of New Hires – Margie Valenzuela

5.2 Employments of Substitutes – Margie Valenzuela

5.3 Employment of Various Service Providers – Margie Valenzuela

Possible Action

6.0 Open Session:

6.1 Old Business:

6.2 New Business:

6.2.1 Approval - Purchase of 3 Vehicles – Debra Hinely

6.2.2 Recruitment and Enrollment – Nicole Castrejon

6.2.3 COVID-19 – Gail Nadal

6.2.4 COLA – Gail Nadal

6.2.5 Quality Improvement – Gail Nadal

7.0 Financial Report- Debra Hinely

8.0 Confirmation Next Meeting Date

Regular Meeting- Friday, June 26, 2020 at 10:00 a.m. – 11:00 a.m.

This will be a virtual meeting via Zoom

Action

9.0 Motion for Adjournment

***The meeting shall be conducted in conformity with the Brown Act.
Items may be taken out of order.***

Notice:

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact Vanessa Lopez (530) 668-3030 for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should telephone or otherwise contact Vanessa Lopez as soon as possible and preferably at least 24 hours prior to the meeting. (Government Code § 54954.2)

**Yolo County Office of Education Head Start/Early Head Start Programs
1280 Santa Anita Court, Suite 140, Woodland, CA 95776
(530) 668-3030 / (530) 668-3840 [fax]**

**HEAD START/EARLY HEAD START
POLICY COUNCIL MEETING MINUTES
March 27, 2020
1280 Santa Anita Court Suite 140 Woodland CA 95776**

This meeting was conducted via Zoom and conference call in. A public location was provided at the Yolo County Office of Education for public to attend and comment as needed.

Council Members Present:

*Karisma Nepal Koirara
Angelina Melendrez
Carla Ortiz
Rizwana Shaik
Annalisa Vasquez
Yolizma Flores-Villegas
Luisa Santizo
Moises Hernandez*

YCOE Staff:

*Gail Nadal, ECE Director
Kathleen Glassman, Information Specialist
Marco Raya, Interpreter
Ranjeeta Goundar, Interpreter*
AFSCME Council 57:
None

YCOE Administration:

*Carolynne Beno, Associate Superintendent
Debra Hinely, Internal Business Director*

Community Members Present:

None

1. **Call to Order:** 10:05 a.m.

2. **Introductions/Recognition of Visitors**

3. **Consent Agenda:**

3.1 Approval of March 27, 2020 Agenda **M1: Rizwana Shaik, M2: Karisma Nepal Koirara**

3.2 Approval of February 28, 2020 Minutes **M1: Karisma Nepal Koirara, M2: Moises Hernandez**

4. **Public Comment:** *None*

5. **NONE**

6. **Open Session:**

6.1 **Old Business:** **NONE**

6.2 New Business:

6.2.1 2020-2021 Grant Approval – Gail Nadal

Gail Nadal reviewed the following Head Start/Early Head Start 2020-2021 grant application documents:

- Grant Narrative
- Program Goals Update
- Self-Assessment Summary
- Budget Justification
- Selection Criteria
- T and TA Plan
- 2020-2021 Staffing Approach

Gail asked the Policy Council members if they had any questions or needed any clarifications. There was none. Debra Hinely Director of IBS was available to answer any questions regarding the 2020-2021 budget. There was none.

6.2.1 Approval of the Head Start-Early Head Start 2020-2021 Grant Application

M1: Karisma Nepal Koirara, M2: Angelena Melendrez

9.0 Program Reports: NONE

10. Confirm Next Meeting Date –

*Regular Meeting will be April 24, 2020 at 10:00 a.m. -12:00 p.m. at Santa Anita Offices located at 1280 Santa Anita Court Conference Center Woodland CA 95776

Motion for Adjournment – The meeting adjourned at 10:47 am

M1: Angelina Melendrez M2: Moises Hernandez



**HEAD START/EARLY HEAD START
POLICY COUNCIL MEETING MINUTES**

April 24, 2020

1280 Santa Anita Court Suite 140 Woodland CA 95776

This meeting was conducted via Zoom and conference call in. A public location was provided at the Yolo County Office of Education for public to attend and comment as needed.

Council Members Present:

*Carla Ortiz
Luisa Santizo
Ines Vasquez*

YCOE Staff:

*Gail Nadal, ECE Director
Maria Cardenas, Administration Secretary
Amee Dowkes, Education Services Manger*

YCOE Administration:

Debra Hinely, Internal Business Director

AFSCME Council 57:

None

Community Members Present:

None

1. Call to Order: 10:05 a.m.

- **We did not have a Quorum at this time, Roll Call of members showed Carla Ortiz and Ines Vasquez were the only members present. No items were approved.**

2. Introductions/Recognition of Visitors

3. Consent Agenda:

3.1 Approval of March 27, 2020 Agenda M1: M2:

3.2 Approval of February 28, 2020 Minutes M1: M2:

4. Public Comment: None

5. Adjourned to Close Session: NONE

6. Open Session:

6.1 Old Business: NONE

6.2 New Business:

6.2.1 Distance Learning –Amee Dowkes

Amee went over Distance learning process for the remainder of the school year

6.2.2 Check in with Parents- Gail Nadal

Gail checked in with parents to see if they had any questions

7.0 Financial Report- Debra Hinley

Debra went over Financial Report

8.0 Confirm Next Meeting Date –

*Regular Meeting will be Friday May 29, 2020 at 10:00 a.m. -12:00 p.m.

This meeting will be conducted via Zoom and conference call in. A public location was provided at the Yolo County Office of Education for public to attend and comment as needed at the Santa Anita Offices located at 1280 Santa Anita Court Conference Center Woodland CA 95776

9.0 Motion for Adjournment – The meeting adjourned at 10:29 am

Roll Call: Members participating were Carla Ortiz, Ines Vasquez and Luisa Santizo



**HEAD START/EARLY HEAD START
POLICY COUNCIL MEETING MINUTES
May 18, 2020**

1280 Santa Anita Court Suite 140 Woodland CA 95776

This meeting was conducted via Zoom and conference call in. A public location was provided at the Yolo County Office of Education for public to attend and comment as needed.

Council Members Present:

Carla Ortiz
Rizwana Shaik
Annalisa Vasquez
Nancy Mack
Ines Vasquez

YCOE Staff:

Gail Nadal, ECE Director
Maria Cardenas, Administration Secretary
Vanessa Lopez, HS/EHS Secretary
Nicole Castrejon, Family Support Service Manager
Kim Magallanes, Sr. Bus. Svcs. Tech.
Garth Lewis, Superintendent
Margie Valenzuela, Executive Director Human Resources
Carolynne Beno, Ed. D. Associate Superintendent

YCOE Administration:

Debra Hinely, Internal Business Director

Community Members Present:

None

AFSCME Council 57:

None

1. **Call to Order:** 10:04 a.m.

2. **Introductions/Recognition of Visitors**

3. **Consent Agenda:**

3.1 Approval of May 18, 2020 Agenda	M1: Nancy Mack	M2: Rizwana Shaik
3.2 Approval of April 24, 2020 Agenda	M1: Nancy Mack	M2: Ines Vasquez
3.3 Approval of March 27, 2020 Minutes	M1: Nancy Mack	M2: Rizwana Shaik
3.4 Approval of April 24, 2020 Minutes	M1: Nancy Mack	M2: Rizwana Shaik

4. **Public Comment:** *None*

5. **Adjourned to Close Session:**

- 5.1 **Employment of New Hires – Margie Valenzuela**
M1: Nancy Mack M2: Annalisa Vasquez
- 5.2 **Employment of Substitutes – Margie Valenzuela - None**
- 5.3 **Employment of Various Service Providers – Margie Valenzuela - None**

6. **Open Session:**

6.1 **Old Business: NONE**

6.2 New Business:

6.2.1 Approval – Purchase of 3 vehicles – Debra Hinely
M1: Nancy Mack M2: Annalisa Vasquez

6.2.2 Recruitment and Enrollment – Nicole Castrejon

Due to the COVID-19 virus, at this time staff cannot go out and recruit door to door or by doing events. New strategies are being set up. There will be a flyer being posted on social media Facebook page and where it is permitted around the town. We will be using Geo-fencing is a location based service that businesses use to engage their audience by sending relevant messages to smartphone users who enter a pre-defined location. This will help our add pop-up when you are in the area. The way applications are being filled out are by phone, email or/and by person.

6.2.3 COVID-19 – Gail Nadal

Head Start has come up with a Mental Health Plan for children, parents and staff to have information for when children come back to school.

6.2.4 COLA – Gail Nadal

Yolo County Office of Education Head Start/Early Head Start has received an increase of 2% of the current pay scale for the Head Start/Early Head Start employees and includes unfilled vacancies.

6.2.5 Quality Improvement – Gail Nadal

The purpose of the funding will go to hire a Mental Health Services Manager to implement a trauma informed approach to ensure support and related intervention services for children, families and staff.

7.0 Financial Report- Debra Hinely

Debra went over Financial Report for the month of April 2020.

8.0 Confirm Next Meeting Date –

*Regular Meeting will be Friday June 26, 2020 at 10:00 a.m. -12:00 p.m.

This meeting will be conducted via Zoom and conference call in. A public location was provided at the Yolo County Office of Education for public to attend and comment as needed at the Santa Anita Offices located at 1280 Santa Anita Court Conference Center Woodland CA 95776

9.0 Motion for Adjournment – The meeting adjourned at 10:43 am

M1: Nancy Mack M2: Rizwana Shaik

Roll Call: Members participating were Carla Ortiz, Ines Vasquez, Annalisa Vasquez, Rizwana Shaik, and Nancy Mack.

5. 2. Cesar Chavez Community School Extended School Year (ESY) Dates

Description

The Extended School Year for our Alternative Education Programs are as follows:

- The ESY dates at Dan Jacobs will be May 20-August 7. We will operate Monday through Friday with the exception of July 3 in celebration of Independence Day.
- The ESY dates for Cesar Chavez Community School - Independent Study will be June 8-July 2.
- The ESY dates for Yolo County Construction Program - (YCCP) -at Cesar Chavez Community School will be June 8 -July 2.

Recommendation

This is an information item only. No recommendation at this time.

Contact Person

Gayelynn Gerhart, Principal of Alternative Education, will present this item.

5. 3. Facilities Report

Description

The facilities report will be presented to the Board.

Recommendation

For Information.

Supporting Documents

 [2020.6.18 Board facility Update.pdf](#)

Contact Person

Matt Juchniewicz, Director, Support Operations Services will present this item.



Facility Update

Matt Juchniewicz
Director, Support Operations Services

Greengate ADA Access/Hinkle Donation Project - Glider



Greengate ADA Access/Hinkle Donation Project - Hinkle Garden



Greengate ADA Access/Hinkle Donation Project - Cozy Cocoon



Greengate ADA Access/Hinkle Donation Project - Access Controlled Gates



Santa Anita Roof Restoration



Santa Anita Roof Continued



Vision Statement

- **To be a model of excellence in educational service, innovation, and impact.**

5. 4. Empowering Possibilities International Charter (EPIC) Memorandum of Understanding (MOU)

Description

The Empowering Possibilities International Charter (EPIC) was first authorized and granted a charter by the Yolo County Office of Education (YCOE) in 2015. This charter was renewed by the YCOE Board on January 14, 2020, for a term of five school years commencing on July 1, 2020 and ending on June 30, 2025. The current Memorandum of Understanding (MOU) between EPIC and YCOE expires on June 30, 2020. The attached version (one with track changes and one clean copy) is the revised MOU between EPIC and YCOE that has been proposed to EPIC.

Recommendation

This item is being presented for information only.

Supporting Documents

 [YCOE_REDLINE Draft MOU re EPIC Charter School for 6.23.20 \(1\).pdf](#)

 [YCOE Clean Copy Draft MOU re EPIC Charter School for 6.23.20.pdf](#)

Contact Person

Carolynne Beno, Associate Superintendent of Educational Services will present this item.

MEMORANDUM OF UNDERSTANDING BETWEEN THE YOLO COUNTY OFFICE OF EDUCATION AND
EMPOWERING POSSIBILITIES INTERNATIONAL CHARTER (EPIC)

This **MEMORANDUM OF UNDERSTANDING** (hereinafter "MOU") is made and entered into as of this 1st day of July, 2020, by and between the Yolo County Office of Education (hereinafter "YCOE"), a county office of education organized and existing under the laws of the State of California, and Gateway Community Charters, Inc. ("Corporation"), a California nonprofit public benefit corporation, which operates Empowering Possibilities International Charter ~~or~~ ("EPIC"), a public charter school organized and existing under the laws of the State of California (hereinafter Corporation and EPIC collectively referred to as the "Charter School").

WHEREAS, EPIC was first authorized and granted a charter ("Charter") in 2015, and renewed on January 14, 2020, for a term of five (5) school years commencing on July 1, 2020 and ending on June 30, 2025, pursuant to Resolution No. 2019-20/21 adopted by the YCOE, attached hereto as "Exhibit A;"; and

WHEREAS, the YCOE and the Charter School desire to enter into this MOU to document the agreement and agreement between the parties regarding the Charter School's funding and programs, and the YCOE's statutorily prescribed supervisory oversight of the Charter School.

WHEREAS, guidelines regarding the Charter School's program, operation, structure, and obligations in operating the school, are set forth in the Charter, attached hereto as "Exhibit BA", and incorporated herein by reference; and

NOW THEREFORE, in consideration of the promises, covenants and agreements herein set forth, the YCOE and Charter School hereby agrees as follows:

1. Term. This MOU shall commence on July 1, 2020, and end on June 30, 2025. This MOU is subject to termination for cause, as specified in Paragraph 38, below, including revocation of the Charter as specified in Paragraph 37 below.
2. Renewal. This MOU shall be automatically renewed for an additional fiscal year commencing on July 1, 2021, and on July 1 thereafter, unless written notice of intent to terminate or renegotiate is given by either party prior to May 1 in that year, preceding. In no event shall any renewal term extend beyond the maximum term of the Charter granted to the Charter School as determined by action of the YCOE's Governing Board pursuant to Education Code 47607.
3. Designation of the Charter School. The Charter School shall be responsible for all functions that relate to the educational services, management, and operation of the Charter School, subject to the terms and conditions set forth in this MOU, the Charter, the Charter Schools Act of 1992, and any other applicable federal and/or State laws. The Charter Schools agrees that all publications of every kind by or for the Charter School shall prominently identify the name of the Charter School as follows: "Empowering Possibilities International Charter" and/or "EPIC."
4. Charter School Authority. The Charter School, in performing its duties and obligations under this MOU and Charter, shall have the power and authority, consistent with federal and State law and subject to other terms and conditions of this MOU to: (1) contract for goods

and services with the YCOE and/or any qualified third party; (2) prepare a budget; (3) perform personnel services not otherwise provided by the YCOE pursuant to this MOU; (4) procure insurance; (5) lease or otherwise contract with any qualified third party for the use of facilities for school purposes and the operation and maintenance thereof; (6) purchase, lease or rent furniture equipment and supplies; (7) accept gifts, donations or grants of any kind in accordance with such conditions prescribed; (8) perform the business administration of the school; (9) establish and conduct educational program and curriculum for the Charter School as provided in the Charter; (10) conduct extra and co-curricular activities and programs; (11) conduct professional development for all personnel; (12) select and acquire instructional materials, equipment and supplies; (13) exercise such powers as are provided elsewhere in this MOU to the extent consistent with this MOU; and (14) generally, take such other actions as may be necessary and desirable to operate this Charter School.

5. Charter School Governance. The Charter School will be governed by the Corporation's Board of Directors pursuant to its bylaws. In accordance with EC§ 47604(~~bc~~) the YCOE's Governing Board of Directors may appoint a representative, to be determined by the YCOE, to serve as a member of the Board of Directors
6. Board of Director Meetings. ~~The Charter Board, and all other "legislative bodies" of the Charter School, as that term is defined in the Brown Act, shall hold all meetings in accordance with the requirements of the Ralph M. Brown Act, Education Code Section 47604.1, the Charter School Board's Bylaws, and any new legislation that goes into effect during the term of this MOU. Each legislative body shall post its agendas and copies of the meeting minutes on the Charter School's website. The posted agendas shall include links to the backup materials for each agenda item for which there are electronic versions of backup materials that are not excluded from public disclosure. At the later of (1) the posting of the agenda or (2) the time that the staff provides a final copy of agenda item backup materials to all or a majority of all of the members of the legislative body, it shall post a link(s) in the pertinent agenda item to those materials that are not excluded from public disclosure. The homepage of the Charter School's website shall include a prominent, direct link to the current agenda for each legislative body, which link shall not be hidden within a contextual menu (e.g., a dropdown menu), in accordance with Government Code Section 54954.2. All approved meeting minutes and any recordings of meetings shall be promptly posted on the Charter School's website. The Board of Directors of the Charter School shall conduct public meetings as such intervals as are necessary to ensure that the board is providing sufficient direction to the Charter School through implementation of effective board policies and procedures. Board of Directors meetings shall conducted in keeping with the requirements of the Ralph M. Brown Act (Government Code § 54950-54962). Board of Directors adopted policies, meeting agendas, and minutes shall be maintained and available for public inspection and during site visits. For all regular and special meetings of the Board of Directors and all standing committee meetings, the Charter School shall provide YCOE with written notification of the meeting, including website link to the posted agenda, no less than 72 hours prior to a regular meeting and no less than 24 hours prior to a special meeting. The posted agenda shall contain a description of where the agenda was posted and that the meeting is held in compliance with the Americans with Disabilities Act. Upon request, the Charter School shall provide YCOE with an audio recording of the meeting, if available and~~

~~any changes, additions, and/or materials provided to the Board of Directors. Board approved meeting minutes will be made publicly available on the Corporation's website (www.gcccharters.org/gcc-board).~~ If Board approved meeting minutes are ever not publically available on the Corporation's website, the Charter School shall provide YCOE with a copy of the Board approved meeting minutes upon request.

7. Facility. The Charter School has leased facilities from Ethan Conrad, for facilities located at 2945 Ramco Street, West Sacramento, California, 95691 ("site') and shall provide a copy of that fully executed lease to the YCOE no later than July 31, 2020. The Charter School will promptly notify YCOE of any future changes in facility location and deliver a copy of any amended or new facility leases. The Charter School shall ensure that Site complies with all other requirements set forth in the Charter and the Charter Schools Act.
8. Equipment and Materials. All equipment and materials purchased by the Charter School with Average Daily Attendance ("ADA) funding generated by students enrolled in the Charter School shall remain property of the Charter School while the Charter School is operational and until closure of the Charter School. If the Charter School is required to liquidate such equipment or materials to repay or return State funds upon closure of the Charter School, or to repay creditors, all remaining net assets of the Charter School (after payment of all creditors), including equipment and materials purchased with ADA funding generated by student enrolled in the Charter School, shall be re-distributed by the Corporation to its other charter school(s) or another charter school operating within the County, or shall revert to the County per the dissolution procedures outlined in the Charter under "School Closure Procedures". The Charter School shall be solely responsible for maintaining such equipment and/or materials in in good working order and may not use such equipment and/or materials for any personal or private use. The Charter School shall mark and identify, and maintain a written inventory of all such equipment and materials identified as assets in the Corporation's adopted Board Policy #05-16 "Controls, Budget and Fiscal Management". Charter School to supply YCOE with a copy of said policy. The written inventory shall be updated annually and provided to the YCOE annually. The Charter School shall account for all assets obtained in its financial reports.
9. Independent Study. The Charter School warrants that its educational program is primarily classroom-based instruction. In the event the Charter School provides independent study for students, the Charter School shall comply with all "written agreements" and legal requirements for independent programs.
10. Transportation. The Charter School shall be solely responsible for the direct cost of all transportation services, including field trips, provided by the Charter School for its pupils. The Charter School shall ensure that the Charter School field trip consent and medical insurance forms are consistent with the Charter School's insurance provider guidelines and with the requirements set forth in YCOE forms. The Charter School will communicate with the YCOE to ensure these guidelines are adequate. The Charter School shall ensure that all such field trips are covered by their insurer as stated below in this Agreement. The YCOE shall not be responsible for providing or paying any costs in connection with transporting any Charter School students.
11. Food Services. The Charter School shall be solely responsible for the direct cost of all food services provided by the Charter School for its pupils. The YCOE shall not be responsible for

providing or paying any costs in connection with food service to the Charter School students. Any additional costs not covered by federal and State nutritional grants shall be borne by the Charter School.

12. Administrative Services. The Charter School shall contract with Natomas Center School and Sacramento County Office of Education (SCOE) ("Vendor"), for administrative services including but not limited to payroll, accounting and fiscal services, accounts payable, and as set forth in Charter. The Charter School shall provide YCOE a copy of its agreement with the Vendor no later than July 31, 2020, and annually thereafter by July 31st. In the event the Charter School enters into contract with an alternate Vendor or elects to provide Administrative Services through in-house personnel, the Charter School shall provide written notice to YCOE. YCOE shall provide access to the QSS Financial system via a virtual computer to access historical data. The Charter School shall be solely responsible for the direct cost of any other administrative services provided by the YCOE to the Charter School, including but not limited to the following: STRS and/or PERS county-wide reporting as set forth in paragraph 27 (D) below; Staff Development; Fiscal Services (beyond oversight); and YCOE Annual fees. If YCOE is to perform any additional Administrative Services YCOE shall provide the Charter School written notice and justification of actual costs at least 5 business days prior to performing Administrative Services.
13. Pupil Records. The Charter School shall at all times maintain Charter School pupil records, including but not limited to cumulative files, student work portfolios, immunization records, special education files, and/or attendance verification at the school site located within Yolo County. Notwithstanding Education Code section 47610, the Charter School shall comply with Education Code sections 49060 through 49079. Charter School public records maintained by the Charter School shall be made available for inspection by the YCOE at any time upon reasonable advance notice for purposes of verifying that the Charter School is in compliance with all State and federal laws, its Charter, and this MOU.
14. Notice to Parents/Guardians. Upon request, the Charter School shall provide to YCOE a copy of the annual notice sent to all parents/guardians regarding their rights under the Family Educational Rights Act ("FERPA"). ~~If the Charter School receives Title I funding, parent notice shall provide information regarding the federal Elementary and Secondary Education Act, including the right to request and receive essential information about the professional and educational background of the teacher(s) instructing their child and notification when their child is taught for four or more weeks by a teacher who is not "highly qualified."~~
15. Family Educational Rights and Privacy Act ("FERPA"). Employees of the Charter School who have legitimate education interest are entitled to access students' education records under 20 U.S.C.A. § 1232g, the Family Educational Rights and Privacy Act ("FERPA") and EC § 49076(b)(6). The Charter School, its officers, and employees shall comply with FERPA at all times. In addition, it is agreed that YCOE has an educational interest in the educational records of the Charter School such that YCOE shall have access to those records for reasons that include, but are not limited to, record requests, complaints and school closure. Records, at a minimum, shall include emergency contact information, health and immunization date, attendance summaries, and academic performance data from the statewide student assessments required pursuant to EC §§60605 and 60851.

16. Fingerprint and Criminal Record Summary Services. The Charter School, at its sole cost and expense, shall obtain fingerprint, criminal record summaries and subsequent arrest information for all Charter School employees and volunteers in positions requiring contact with minor children in accordance with the requirements of Education Code section 44237. The Charter School shall require all its subcontractors and vendors whose duties require contact with Charter School students to submit fingerprints in accordance with Education Code section 45125.1. The Charter School shall require all parent volunteers, who will supervise children outside of the presence of a credentialed employee, to undergo fingerprinting/background checks pursuant to Education Code sections 35021 et seq. The Charter School shall not hire any person, in either a certificated or classified position, who has been convicted of a violent or serious felony except as otherwise provided by the law, pursuant to Education Code Sections 44830.1 and 45122.1. By signing this MOU, the Charter School affirms its compliance with this paragraph. The Charter School shall make Charter School employee fingerprint verification information available to the YCOE upon request.
17. Indemnity. Except for claims arising from the YCOE's sole or separate negligence, reckless or willful misconduct, the Charter School shall defend and indemnify the YCOE and its respective directors, officers, employees, agents, and volunteers, from and against any and all actions, suits, claims, demands, losses, costs or liabilities that actually or allegedly arise in any manner from the Charter School's operations, or use and occupancy of the Site. YCOE, in turn, will defend and indemnify the Charter School and its respective directors, officers, employees, agents, and volunteers, from and against any and all actions, suits, claims, demands, losses, costs or liabilities that actually or allegedly arise from the YCOE contractual or legal obligations under this MOU or its sole and separate negligence. The indemnity provisions of this MOU shall survive the expiration of termination of this MOU.
18. Insurance Coverage. The Charter School shall take out and maintain continuous coverage, during the term of the Charter, such public liability and property damage insurance as shall protect the YCOE, its officers, agents, servants, representatives, and employees from all claims for personal injury, including accidental death, to any person, as well as from all claims for property damage arising from operations under this Charter including field trips and other transportation related operations, in minimum amounts as follows: General and excess liability, including automobile liability: \$25,000,000 per occurrence. The Charter School shall deliver all required insurance certificates and endorsements to the YCOE by July 31, 2020. The Charter School agrees that the policy shall not be canceled or reduced in required limits of liability or amounts of insurance until it provides a written notice stating the date of cancellation or reduction to the Yolo County Office of Education. Date of cancellation or reduction may not be less than thirty (30) calendar days after date of mailing notice; The insurance policy shall include (1) language stating in particular who is insured, extent of insurance, locations and operations to which insurance applies, expiration date, to whom cancellation or reduction will be sent; and (2) an additional insured endorsement stating that the YCOE and its officers, employees, agents, and board of education are named as additional insured by way of endorsement to the policy described and that such insurance policy shall be primary to any insurance or self-insurance maintained by the YCOE. The Charter School shall upon written request of YCOE or its liability coverage provider shall provide a copy of the policy and all endorsement in effect at the time of the request, or at

the time of a loss as specified by the request. The copy of the policy and endorsements shall be provided within 15 days of the written request. Each insurance company shall be an insurer admitted to do business in California with a "VIII" or better rating according to the current edition of Best's Insurance Reports.

The foregoing requirements as to the types and limits of insurance coverage to be maintained by the Charter School, and any approval of said insurance by the YCOE, or its insurance consultant(s), are not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Charter School pursuant to this MOU, including but not limited to, the provisions concerning indemnification.

The Charter School shall be solely responsible for maintaining, during the term of the Charter, a workers' compensation policy written in accordance with the laws of the State of California and providing coverage for any and all employees of the Charter School. This policy shall provide coverage for workers' compensation as required under California law and within statutory limits.

The Charter School shall take out and maintain, during the term of the Charter, all insurance policies provided for in the Charter, including directors and officers insurance, and employment practices insurance, and shall name the YCOE as additional insured.

18.19. Special Education Services and Section 504

- A. The Charter School shall be deemed a local education agency ("LEA") for the purpose of receiving special education funding from the El Dorado County Special Education Local Plan Area ("SELPA"). In the event the Charter School seeks out membership from a different SELPA, YCOE will be notified concurrently along with the required notification to the El Dorado Charter SELPA. The Charter School will apply for membership in the alternate SELPA and thereafter shall keep YCOE apprised of the status of its application and provide YCOE with written proof of acceptance to another State Board of Education approved SELPA that is consistent with subdivision (a), (b), or (c) of Education Code Section 56195.1 at least one month prior to the proposed effective date of the change. The Charter School will be solely responsible for the Charter School's compliance with the Individuals with Disabilities and Education Improvement (20 U.S.C. sections 1400, et seq.) (hereinafter "IDEIA"), including but not limited to any and all costs to provide special education and related services to the Charter School's students including transportation and contracting with qualified service providers. As such, the parties understand and agree that the Charter School shall at times be solely responsible for compliance with IDEIA in all aspects and providing students with exceptional needs who attend the Charter School a free and appropriate public education in compliance with IDEIA. The charter school shall comply with all policies and procedures adopted by the El Dorado County SELPA. The Charter School shall defend and indemnify YCOE and its respective directors, officers, employees, agents, and volunteers, from and against any and all actions, suits, claims, demands and losses, and shall pay all costs, including YCOE's attorneys' fees, associated with any due process hearing or legal action arising out of the Charter School's provision of special education and/or related services to former students of the Charter School, students attending the Charter School, or seeking to enroll in the Charter School.

- B. The Charter School shall be solely responsible for complying with all requirements of Section 504 of the Rehabilitation Act, including but not limited to, holding Student Study Team meetings, developing and implementing Section 504 Accommodation Plans, and responding to complaints filed with the Office of Civil Rights as a function of the general education program.
- C. The Charter School's special education funding and payment shall be based on the El Dorado County SELPA's funding allocation plan and the Charter School will be solely responsible for all special education expenses.

19-20. Supervisorial Oversight Fee. In consideration for the actual costs of supervisorial oversight by the YCOE, the Charter School shall pay an amount not to exceed one percent (1%) of the revenue of the Charter School (hereinafter, the "Oversight Fee") pursuant to Education Code section 47613. "Supervisorial oversight" for the purposes of this section shall be limited to those duties listed in Education Code §47604.32(a)(1) through €(5) only. "Revenue" for this purpose of this calculation shall include the amount received in the current fiscal year for the location funding formula calculated pursuant to Education Code § 42238.02 as implemented by Education Code §42238.03. "Revenue" for purposes of this calculation shall not include Charter School fund-raising activities, private donations, other public grants, or any other source of income developed by the Charter School.

20-21. Direct Funding, Use of Funds and Reserves. The Charter School elects to receive the state aid portion of the charter school total local control funding formula allocation. These funds shall be forwarded to an account established for Gateway Community Charters on behalf of "Empowering Possibilities International Charter" with Sacramento County Office of Education to be deposited in the Sacramento County Treasury. The parties specifically agree that it is not the responsibility of YCOE to provide funding in lieu of property taxes to the Charter School, in accordance with the Education Code section 47635. The School recognizes that the YCOE shall have no responsibilities for funding the Charter School beyond the actual funding received for the School.

The Charter School agrees that all funding received for the Charter School, from any and all sources, including but not limited to all funding sources set forth in the Charter or this MOU, or other agreement with the YCOE, shall be used exclusively to operate the Charter, and shall not be used, either directly or indirectly, or by loan or gift, to fund, assist, pay for the debts of, or towards the operation of, any other school or established managed, controlled, or operated by the Corporation or Charter School, or operated by its members, officers, agents, servants and employers, or for any other purpose whatsoever. The Charter School funds may be used to pay EPIC's pro-rated share of central administration costs for administrative services provided by the Corporation. The Charter School shall account for all pro-rated administrative costs in its financial reports to the YCOE required herein and the Charter.

To safeguard the Charter School's financial stability, the Charter School shall maintain annual reserves of no less than three percent (3%) of the total unrestricted expenditures and uses of the Charter School's adopted budget for the fiscal year. An explanation of any projected drop in reserves below the three percent level must be included in Assumptions.

21-22. Payment Schedule. The Charter School shall pay any YCOE supervisorial oversight fees (20), and all other fees, semi-annually, for each school year. The YCOE shall invoice the

Charter School for fees due as of, December 31, and June 30, with invoices to be prepared and submitted by the YCOE to the Charter School within (30) calendar days during the year and by September 15 (when books are closed) at the end of the year. The September invoice shall account for the Charter School's prior year actuals and shall reflect a true-up of fees based on the Charter School's total unrestricted revenues for the prior fiscal year. The Charter School shall pay all invoices within fifteen (15) business days of their issuance by the YCOE. In the event that payment is not received within five (5) business days following the payment due date, and/or if such payment is returned or unpaid due to insufficient funds, the Charter School authorizes the YCOE to deduct any such fees or payments from future apportionments, provided YCOE has sent a detailed statement within 7-10 days of such deduction. Any disputes regarding this section shall be referred to the dispute resolution procedure as stated in the Charter.

22-23. Mandated Costs. The Charter School shall obtain its claiming number from the State Controller's office if desired, and shall complete and file its own mandated cost reimbursement claims. Monies received from mandated costs reimbursements shall not be included in the definition of "revenue" for purposes of calculating any fee in this MOU.

23-24. Additional Funding Sources. The Charter School may also receive funding from new or "one-time" funding sources made available to schools or school districts by the State of California to the extent that the Charter School and/or its pupils establish entitlement to any such funds. In the event that such additional funds are misdirected by the YCOE, the YCOE agrees to pass through all such funds to the Charter School within (30) thirty days of receipt, provided that the Charter School has complied with all initial requirements, restrictions, and/or conditions attached to those funds by the funding source or agency, if any, and Charter School agrees to comply with any and all conditions of funding attached to the funding source. Prior to securing any grant and/or additional funding of \$5,000 or more, the Charter School shall notify the YCOE thereof and provide a hold harmless, indemnification statement, including YCOE from any repayment of any grants and/or additional funding.

24-25. Grants. The Charter School and the YCOE may cooperate to identify and jointly apply for grants that meet the mutual goals of the YCOE and the Charter School for development of the Charter School. The provision shall not be construed to limit or otherwise prohibit the exercise of discretion by the YCOE.

25-26. Charter School Finances, Budget, Reports and Audits. The Charter School shall prepare and submit to the YCOE the following financial information reports using the state software (SACS) or the Charter School Alternative Reporting Form, and other required reports according the following schedule:

- A. On or before July 1 of each year, a preliminary budget.
- B. On or before July 1 of each year, an annual update (Local Control Accountability Plan or LCAP) pursuant to Education Code § 47606.5. The annual update shall be developed using the template adopted pursuant to Education Code § 52064 and shall include the following:
 - 1. A review progress toward the goals included in the charter pursuant to subparagraph (A) a of paragraph (5) of subdivision (b) of Section 47605 or subparagraph (A) of paragraph (5) of subdivision (b) of Section 47605.6; an assessment of effectiveness of the specific actions described in the charter

toward achieving the goals; and description of changes to the specific actions the charter school will make as a result of the review and assessment.

2. A listing and description of expenditures for the fiscal year as a result of the reviews and assessment required by paragraph (1).
 3. In developing the annual update, the Charter School shall consult with teachers, principals, administrators, other school personnel, parents and pupils per Education Code § 47606.5
- C. On or before December 15, an interim financial report that reflects changes through October 31. Additionally, on December 15, a copy of the Charter School's annual, independent financial audit report for the preceding fiscal year shall be delivered to the State Controller, State Department of Education, and County Superintendent of Schools.
 - D. On or before March 15, a second interim financial report that reflects changes through January 31.
 - E. On or before September 15, a final unaudited actuals report for the full prior year. The report submitted to the Charter School shall include an annual statement of all the Charter School's receipts and expenditures for the preceding fiscal year.
 - F. Monthly general ledger financial reports showing totals through the end of the prior month and displaying the financial status of the Charter School shall be submitted to the YCOE with the Interim and final unaudited reports above. For convenience, the Charter will be provided with interim and unaudited actual checklists of required items. Such reports shall display budgeted revenues and expenditures as compared with actual figures to date and projected year-end figures, by major category of revenue and expenditure. The reports shall also include disclosure of any and all new debts assumed by the Charter School subsequent to submission of the previous month's financial report. Additionally reconciled monthly bank statements will accompany interim and unaudited actuals reporting, as well as a copy of the reconciliation for accounts payable receivables.
 - G. The Charter School must notify YCOE 30 days in advance, if it determines to secure loans or other short term funding apart from normal state subventions for charter schools. The potential lender(s) must be notified, in writing, with a copy to YCOE, that YCOE is not a party to the proposed loan, and that YCOE bears no responsibility for the repayment of the loan. Further, the Charter School agrees to communicate with YCOE, prior to the finalization of the loan agreement. The Charter School will provide information regarding the details of the loan, including the repayment schedule, the impact on the current operating budget and the multiyear financial plan. If YCOE determines at any time in the loan application/repayment schedule, that the Charter School is in danger of default, the YCOE may initiate notification to the Charter School regarding the possibility of revocation.
 - H. The Charter School shall be solely responsible for all costs associated with auditing and accounting services in addition to those services not provided by the YCOE to the Charter School as set forth in this MOU. The Charter School shall utilize the services of an accounting/auditing firm experienced with school and educational

accounting requirements and practices, and shall be approved by the State Controller on its published list as an educational audit provider. The Charter School shall contract for an annual audit of their financials each year by April 1 and shall notify YCOE of the contracted auditing firm each year.

- I. For the reports listed under Section 26, A, C and D above, the Charter School shall also provide with each financial report supporting and/or back up information included but not limited to: MYP for current and two subsequent years; Assumptions used for two subsequent years; Explanation for major variances by category between reporting periods; Enrollment projection; ADA P2 projection by grade level; COLA and any applicable deficit percentage; Copy of the "FCMAT LCFF Calculator" showing the calculation used for determining the local control funding formula revenue; List of statutory benefit rates; List of H&W rates and number of participants; and Number of FTE's for certificated and classified employees for each year.

The Charter School shall promptly respond to all reasonable inquiries including, but not limited to, inquiries regarding its financial records, cash flow and budget, and ADA P2 projections from YCOE, in accordance with Education Code section 47604.3. The Charter School agrees to and submits to the right of YCOE to monitor the Charter School's ADA projections and cash flow shortages in order to carry out the YCOE's statutorily required oversight.

26.27. Personnel and STRS/PERS Reporting Requirements.

- A. All employees of Charter School will enter into an employment agreement with the Charter School. The Charter School is independent from the YCOE and any YCOE employees who chose to work at the Charter School shall resign their status as employees of the YCOE and all their rights and benefits thereof. All persons employed by the Charter School shall not be deemed to be employees of YCOE for any purpose whatsoever. The Charter School's employees shall have no employment rights of any kind with the YCOE.
- B. The Charter School will develop and maintain an Employee Handbook detailing the rights and responsibilities of all Charter School employees and shall comply with all anti-discrimination and sexual harassment employment laws applicable to public agencies. On or before the first day of operation in the 2020-21 school year, and by August 1 of each subsequent year, Upon request, the Charter School shall provide the YCOE with access to the Employee Handbook. The Charter School shall annually update and revise the Employee Handbook to reflect the changes in the law and/or policies. The Charter School shall be solely responsible for hiring and compensation of Charter School employees, including but not limited to, salary, health benefits, sick leave, vacation and retirement benefits. The YCOE shall have no obligation to provide beginning teacher support or assessment to any Charter School teacher or employee. The Charter School shall notify all applicants for non-certificated positions with the Charter School that accepting employment at the Charter School may exclude the applicant from further coverage in the applicant's current retirement system depending on the retirement options offered by the Charter School.

- C. ~~No later than September 1, of each subsequent year, the Charter School shall provide the YCOE proof of employment of appropriately credentialed, “highly qualified” full-time equivalent teachers at the Charter School for that school year consistent with the qualification requirements for “Teachers” set forth in the Charter. The Charter School agrees to employ teachers according to the applicable “highly qualified” criteria in federal and State law. The YCOE reserves the right to review Charter School hiring decisions to ensure compliance with applicable federal and State mandates regarding highly qualified teachers and to determine whether a teacher is deemed to be appropriately credentialed and “highly qualified”. Flexibility will be given to teachers hired by the Charter School for non-core, non-college preparatory courses as permitted by Education Code section 47605(1). All Charter School teachers must hold the Commission on Teacher Credentialing certificate, permit, or other document required for the teacher’s certificated assignment, and there is no “flexibility” granted to non-core, non-college preparatory teachers. Additionally, by July 1, 2020, all Charter School teachers must obtain a certificate of clearance and must satisfy the requirements for professional fitness specified in Education Code Sections 44339, 44340, and 44341. The Charter School shall ensure timely compliance with these requirements, and on or before June 30, 2020, Charter School shall provide to YCOE a copy of the certificate of clearance and credential or other document qualifying the person for the assignment for each teacher who will work at the Charter School as of July 1, 2020.~~
- D. The Charter School shall enter into a contract with STRS and PERS and provide YCOE written notification and a copy of such agreements upon request. The Charter School shall submit semi-monthly STRS and PERS school-level reports, and YCOE will create any final county –wide reports by STRTS and PERS and submit final reports to the retirement system on behalf of the Charter School. For reporting to retirement systems on behalf of the Charter School, the Charter School shall reimburse YCOE for the actual costs incurred for these reporting services, as set forth in 12 above, pursuant to Education Code section 47113.3. Actual costs to be determined semi-annually and a detailed invoice to be provided to the Charter School. The Charter School shall be solely responsible for the content and accuracy of the information provided to YCOE. The Charter School accepts and assumes sole financial responsibility for any and all STRS and/or PERS reporting fines and/or penalties resulting from incomplete, inaccurate, or late reports and/or inadequate or late deposits from any cause whatsoever, except if such fines and/or penalties result from the sole negligence of YCOE. The Charter School shall provide funds for YCOE to maintain a ~~mutually agreed upon~~ reserve for the purpose of paying any outstanding STRS and PERS contributions in the event the Charter School closes. The retirement reserve shall be reevaluated annually in July based on an average of the monthly payments made in the prior fiscal year. Any change in reserve funds shall either be provided to YCOE or refunded to the Charter School no later than August 31st of each year.

27.28. Suspensions and Expulsions. In addition to the procedures set forth in the Charter, the Charter School shall ensure that pupils suspended from the Charter School are provided

with an appropriate alternative educational program (class work and homework assignments, etc.) during the period of the pupil's suspension from school. Whenever a pupil is expelled from the Charter School, the Charter School shall notify the pupil and the pupil's parents or guardians in writing of the pupil's duty to attend the public school district in which the residency of either the parent or legal guardian is located. The Charter School shall also notify the public school district in which the residency of either the parent or legal guardian is located whenever a pupil is expelled from the Charter School.

~~28-29.~~ YCOE Reports. The YCOE will file all reports as required by law to be filed with the California Department of Education or any other State of federal agency by a local educational agency on behalf of the YCOE and/or Charter School. The Charter School shall promptly provide the YCOE with any information, data, or documentation necessary for the YCOE to timely file such reports in accordance with the law. The Charter School shall be solely responsible for the accuracy of all data submitted to the YCOE. The Charter School shall be responsible for filing all other reports as may be required by law.

~~29-30.~~ Annual Reports to YCOE Board. By ~~the July~~ Yolo County Board of Education's regular Board-meeting in October each year, the Charter School shall provide the YCOE with the following:

- A. Descriptions of outreach and recruitment activities that have been conducted to reach target populations as described in the Charter.
- B. Progress towards achieving racial/ethnic balance with accompanying year-to-year comparisons of the enrollment breakdown by race and ethnicity.
- C. Procedures for application, enrollment, and admission wait listing and lotteries for placement (enrollment preferences) as described in the Charter.
- D. Evidence of enrollment preferences consistent with the Charter and with YCOE conditions of operation. For example, information regarding student demographics; information regarding random drawing of results and copies of wait lists, if applicable.
- E. Copy of sample enrollment forms and information provided to prospective families.
- F. Documentation, while pertinent, that start-up enrollment is consistent with enrollment numbers described in the Charter.
- G. Evidence that each student is a resident of California in accordance with EC § 47612. This may include for example, description of the process used, documents considered and how determination was reached.
- H. Charter School's annual attendance calendar. The Charter School shall maintain no less than the minimum number of instructional days and minutes required by the Education Code for each grade level.

Subject to YCOE approval, which shall not be unreasonably withheld, the Charter School shall establish and maintain an attendance reporting system to record and account for the Charter School's ADA, as defined in Title V California Code of Regulations section 11960. The Charter School shall submit enrollment and attendance data one week prior to the CDE's principal apportionment reporting deadlines to the YCOE as necessary to enable the school to receive the funding specified in this MOU. The Charter School shall complete and submit enrollment and other necessary demographic information to YCOE, to the California Longitudinal

Pupil Achievement Data System (CALPADS), and to the California Basic Education Data System (CBEDS) consistent with State timelines and requirements. The Charter School shall submit to YCOE at the P1, P2, and Annual reporting periods those reports with supplemental schedules and concurrently submit information concerning the Charter School's in-County and out-of-County pupils, enrollment, and average daily attendance, as required for the computations pursuant to Education Code Section 42238-42251.

~~The Charter School shall provide the YCOE with a monthly enrollment report, including the names and addresses of all the pupils enrolled in the Charter School, no later than December 1st and April 1st every year.~~ The Charter School shall provide all data and reports required by the YCOE in hard copy and electronic data files. Electronic data files shall be in the CDE required Principal Apportionment software currently Principal Apportionment Data Collection (PADC) and signed certifications will accompany hard copies of documents by due dates.

In addition to submission of the electronic data files, the Charter School shall submit to YCOE hard copies of all back up attendance documents (e.g., monthly summary reports that support the reported ADA). YCOE staff will review and certify the attendance data submitted by the Charter School only when all documentation has been submitted and appears to be in order. Attendance data submitted without requisite detail will not be processed and may result in a delay of funding to the Charter School. The Charter School is responsible to assure that all reports are accurate and timely, to receive timely apportionment payments. The Charter School shall also maintain weekly attendance sheets signed and dated by teachers., and documentation evidencing contacts made by the Charter School to parents/guardians when students are absent from school (e.g., parent contact log, absence log, etc.)

~~The Charter School shall submit and certify enrollment and demographic information to the California Longitudinal Pupil Achievement Data System (CALPADS), or its successor, to the extent and in a manner specifically required by law or regulations applicable to charter schools.~~ Upon request, the Charter School shall provide YCOE with documentation of the teacher/student ratio for the Charter School.

30-31. Educational Program. At times that it is operational, the Charter School shall have available the information listed below. The information shall be submitted to YCOE whenever updated, and at least on an annual basis:

Information regarding the educational program for students to be served including, but not limited to:

- I. A description of the curriculum and identification of the basic instructional materials to be used.
- II. By February each year, the Charter School shall submit a written "Annual Report/School Accountability Report Card" ("SARC") and make it an oral presentation at the County Board of Education for the prior year that examines, analyzes an reviews state and federal student assessment data and reports, including the following:

- i. State approved test results (currently CAASPP results) as listed above
- ii. Discuss adopted LCAP
- iii. Evidence that the Charter School is systematically examining student data and using it to inform decisions regarding curriculum and instruction
- iv. Names of any additional internal assessments used by the Charter School not identified in the Charter, if applicable
- v. Matriculation rates
- vi. Number of courses completed by students by grade level
- vii. Bench mark data for math and English language arts aligned with CAASPP
- viii. Plans for professional development, including agendas, topics to be covered, and speakers
- ix. Changes in key management personnel during the previous year, and anticipated for the upcoming year
- x. Attendance, suspension and expulsion data
- xi. Progress on WASC action plans
- xii. ELL test results, support services, and intervention plan
- xiii. Summary data from annual student/parent satisfaction surveys
- xiv. Evidence that the Charter School is financially sound
- xv. CALPADS data regarding special education services provided under El Dorado County SELPA agreement
- xvi. Results of interim assessments used to evaluate specific student progress during the school year in addition to the results of the State approved assessment system, (currently California Assessment of Student Performance and Progress or CAASPP System) in evaluation of student progress
- xvii. Daily bell schedule for site-based programs that includes any passing time, breaks or recess, lunch breaks, before or after school activities
- xviii. Sample student contracts, description of frequency of contact with teachers, pupil/teacher ratios, and description of how student work will be evaluated for time value for non-classroom-based programs (if applicable)
- xix. Initial and mid-term Western Association of Schools and Colleges (“WASC”) accreditation self-study and visiting committee reports

31-32. Assessments and State Approved Testing (currently CAASPP Testing). The Charter School shall establish guidelines and expectations for all student achievement at each grade level and implement assessments that promote successful transition to a traditional school program, or to continue in the Charter School’s program. The Charter School shall develop a system of assessment procedures and measurement tools that provide objective, comparable written assessments in order to determine student comprehension of State and YCOE curricular competencies required by law.

The Charter School shall annually notify the YCOE in writing at least thirty (30) calendar days in advance of the date and location of State approved testing (currently CAASPP testing), and the total number of State approved tests (currently CAASPP tests) to be administered to Charter School pupils. The Charter School shall provide YCOE with school-wide State approved test results (currently CAASPP test results) by subgroups. The Charter School shall institute measures to ensure security of all testing materials.

~~32-33.~~ Site Visits. YCOE is informing the Charter School that it shall conduct at least two site visits during each school year. (Education ~~code~~ Code requires a visit at least annually). The primary focus of the visit shall be on teaching and learning. The site visit may also include a review of the facility, review of records maintained by the Charter School, interviews with administrators, staff, students, and parents, and observation in the classroom. Any deficiencies shall be reviewed with the Charter School Administration.

~~33-34.~~ Financial Reports. Upon request, the Charter School shall provide the YCOE with documentation of any financial records pursuant to Education Code section 47604.3.

~~34-35.~~ Compliance with Other External Source Funding Requirements. The YCOE and Charter School shall comply with all terms and conditions of any other external source funding requirements applicable to funding received by the YCOE on behalf of the Charter School, if any. Upon reasonable advance written request by the YCOE, the Charter School shall provide evidence to the YCOE, with all reports, data, and information reasonably necessary for the YCOE to meet any reporting, certification, or other requirements for such funding.

~~35-36.~~ Dispute Resolution Procedure. In the event of any dispute between the Charter School and the YCOE, excluding revocation of the Charter but including audit expectations and deficiencies, the complaining party shall prepare a written statement of the dispute which shall be simultaneously submitted to the YCOE Superintendent or designee, shall meet and confer within five (5) business days from the date of the receipt of the written statement and attempt to resolve the dispute. In the event the matter is not resolved, the parties shall identify two members of their respective governing boards who shall meet with the YCOE Superintendent or designee and the Charter School's Superintendent/CEO within ten (10) business days and attempt to resolve the dispute. If this meeting fails to resolve the dispute, either party shall, within five (5) business days following the meeting, submit the matter to a mutually agreeable mediator, for resolution in accordance with any procedure determined to be prescribed by the mediator and agreed to by the parties. Review by the mediator to be held no later than forty-five (45) business days of receipt of the initial dispute statement. If mediation does not resolve the dispute, either party may pursue any other remedy available under the law.

The Charter School shall timely notify the YCOE of any and all complaints filed against the Charter School by its employees, students, parents, and vendors involving violations of the Charter, this MOU, State and federal law, or alleged financial mismanagement.

At least annually, parents, students, Board members, volunteers and staff at the Charter School will be provided with a copy of the Charter School's policies and internal disputes process. Disputes arising from within the Charter School, including disputes among and between students, staff, parents/guardians, volunteers, advisors, partner organizations, and Charter School Board members, shall be resolved pursuant to established policies and procedures of the Charter School. The Charter School shall adopt and maintain a Uniform Complaint Procedure that complies with all requirements of California Code of Regulations, Title 5, Section 4600 et seq.

In the event that the Charter School's adopted policies and processes fail to resolve the dispute, YCOE agrees not to intervene in the dispute without the consent of the Charter School's Board unless the matter relates to a possible violation of the Charter the MOU or law or to the operation of the Charter School or the YCOE's oversight obligations.

36-37. Revocation and Closure Protocol. The YCOE and the Charter School agree that the dispute resolution procedure set forth in paragraph 36, above, shall not apply to any matter that could lead to revocation of the Charter. Prior to revocation of the Charter, the YCOE shall provide the Charter School with written notice of its belief and an opportunity to meet with and respond to the YCOE within a reasonable time, which shall be not less than five (5) business days, prior to issuing a written notice to “cure and correct,” unless the YCOE determines in writing that the violation constitutes a severe and imminent threat to the health and safety of the pupils in accordance with Education Code section 47607(d). Thereafter, if the YCOE determines that revocation is warranted, it shall follow the procedures set forth in Education Code section 47607.

In the event of revocation or school closure, the Charter School shall ensure that the person(s) responsible for implementing the Charter’s closure protocol shall be experienced in dissolution and closure of public educational programs and such person(s) shall comply with all legal requirements regarding the confidentiality of student records. The Charter School’s Superintendent/CEO shall serve as the official contact for purposes of implementing the closure protocol set forth in the following:

- A. Identification of a responsible person who will oversee and conduct the closure process; this provision shall include a process to ensure that it is updated no less than annually or with any change is made
- B. Notification of students and families of the Charter School closure
- C. Security of student and business records
- D. Identification of all assets and liabilities and plan for transfer as detailed in the charter
- E. Final close-out audit to be paid for by the Charter School
- F. Identification of a source of funding to be used for closeout expenses including final audit
- G. Dissolution of the Charter School and/or nonprofit corporation

The Charter School’s procedures should also satisfy the definition of “closure procedures” in Title 5, California Code of Regulations § 11962, to the extent that Section imposes, or is amended to impose, additional requirements.

Closure procedures will not begin until appeal rights (if applicable) have been exhausted. If the Charter School is to close permanently for any reason (i.e., voluntary surrender, non-renewal, or revocation), YCOE shall serve written notice on the Charter School that the closure procedures have been invoked. The Charter School shall immediately identify the specific individual who is responsible for coordinating the Charter School’s close out activities and shall notify YCOE. YCOE shall identify a staff person who shall work with the Charter School to accomplish all close out activities

The Charter School expressly acknowledges the right of YCOE, on behalf of the County Superintendent of Schools (pursuant to EC § 47604.3), to take immediate and direct control of all Charter School’s student and business records at any time after. The YCOE Board of Education revokes the Charter School’s petition under EC § 47607(~~ef~~)(~~13~~)(~~C~~) and/or (~~D4~~).

37-38. Termination for Cause. The YCOE may terminate any services provided pursuant to this MOU upon failure of the Charter School to pay any amount due under this MOU within sixty (60) days after receipt by Charter School of a YCOE demand for payment and notice of intent to terminate services. Any failure by the Charter School to pay an amount due under this MOU, or other material violation of the terms of this MOU by the Charter School, may constitute grounds for revocation of the Charter in accordance with the provisions of the Charter and the Charter Schools Act, and any such termination or revocation shall be consistent with such provisions, including with respect to notice and an opportunity to ~~to~~ cure. In the event of revocation of the Charter, this MOU shall be deemed null and void. Charter School may suspend performance under or terminate this MOU for cause upon sixty (60) days advance written notice to the YCOE of a material violation by the YCOE of the terms of this MOU.

~~38. Dispute Resolution. In the event of any dispute, claim, question, or disagreement arising from or relating to this MOU or breach thereof, the parties hereto shall act in good faith to settle the dispute, claim, question, or disagreement in accordance with dispute resolution process prescribed in Paragraph 37, above.~~

39. Annual Review and Miscellaneous. The Charter School shall participate in an annual review conducted by the YCOE, if any, of all programs offered at the Charter School, including their effectiveness and student achievement. The review may, at the YCOE's discretion, require changes to the Charter School's programs to ensure compliance with the educational curriculum outlined in the Charter.

The Charter School shall provide the District no less than thirty (30) days prior written notice of any actions taken by the Charter School that may and/or will affect and/or change the status of the Charter School, and which falls within the District's oversight responsibilities.

The Charter School shall provide all services not expressly indicated herein to be provided by the YCOE. Nothing herein shall preclude the parties from negotiating or amending this MOU to include additional services not contemplated by this MOU.

39-40. Independent Contractor Status. The parties to this MOU intend that the relationship between them created by this MOU is that of an independent contractor, and not an employer/employee. The YCOE shall deem no agent, employee, or servant of the Charter School to be an employee, agent or servant of the YCOE, except expressly acknowledged in writing. No agent, employee, or servant of the YCOE shall be deemed to be an employee, agent or servant of the Charter School, except as expressly acknowledged in writing by the Charter School.

40-41. Construction and Enforcement. This MOU shall be construed and enforced in accordance with the laws of the State of California.

41-42. Entire MOU. This MOU and any attachments hereto shall constitute the full and complete agreement between the parties hereto. All prior representations and understandings regarding the Charter and Charter School are merged herein and are suspended by this MOU.

42-43. Amendments. This MOU may be altered, amended, changed, or modified only by agreement in writing executed by the Charter School and the YCOE's duly authorized

representative with a specific reference to the Charter, and to this MOU which it alters, amends or modifies.

43-44. Material Revision to Charter. Changes to the Charter deemed to be material revisions may not be made without prior approval by the County Board of Education, per Education Code section 47607 and 47605. Revisions to the Charter considered to be material changes include, but are not limited to the following:

- A. Substantial changes to the educational program (including the addition or deletion of an educational program), mission, or vision
- B. Adding a non-classroom based program
- C. Addition or deletion of grades or grade levels to be served
- D. Changes to location of facilities or lease agreements for the Charter School sites, resource centers, meeting space, or other satellite facility including the opening of a new facility; temporary locations rented for annual student testing purposes shall be exempted from this provision.
- E. Admission requirements and procedures
- F. Governance structure, including but not limited to: changes in number of board members, method by which new board members are selected, and/or changes in majority/quorum or other provisions relating to resolution approval.
- G. Entering into or revising a contract with an education management organization or charter management organization (EMO/CMO)

44-45. Invalidity of Provisions of this MOU. If, for any reason, any provision hereof shall be determined to be invalid or unenforceable, the validity and effect of this other provisions hereof shall not be affected thereby.

45-46. Nondiscrimination. The Charter School covenants and agrees that they shall not discriminate against any person or group thereof upon the basis of the characteristics, whether actual or perceived, as listed in Education Code section 220 including but not limited to race, color, religion, gender, ancestry, physical and/or mental disability, marital status or national origin, nationality or ethnicity, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in section 422.55 of the Penal Code, including immigration status, ~~perceived sexual orientation, and/or~~ association with individuals with one or more of the above characteristics in the operation of the Charter School.

46-47. Assignment. Neither this MOU nor the establishment of operation of the Charter School shall be assigned by the Charter School to any other person or entity without the prior written notice to consent of the YCOE.

47-48. No Waiver. No waiver of any provision of this MOU shall be deemed or shall constitute a waiver of any other provision, nor shall such waiver constitute a continuing waiver unless otherwise expressly stated.

48-49. Survival. All representations, warranties and indemnities made herein shall survive termination of this MOU.

49-50. Notices. All notices, consents, demands, or other communications for one party or the other required or permitted in this MOU shall be in writing and shall be either personally delivered or sent by national recognized overnight courier, telecopier, or by registered or certified U.S. mail, postage prepaid, addressed as set forth below (except that a party may,

from time to time give notice changing the address for this purpose). A notice shall be effective on the date personally delivered, on the date delivered by a national recognized overnight courier, on the date set forth on the receipt of a telecopier or a facsimile, or upon the earlier dates set forth on the receipt of registered or certified mail, or on the fifth (5th) day after mailing.

To the Charter School: Superintendent/CEO
Gateway Community Charters, Inc.
5726 Dudley Blvd
McClellan, CA 95652
Facsimile: (916) 993-4110

To the YCOE: Superintendent
Yolo County Office of Education
1280 Santa Anita Court, Suite 100
Woodland, CA 95776
Facsimile: (530) 668-3849

~~IN~~ **IN WITNESS THEREOF**, the parties hereto have executed this MOU as of the date and year first above written.

CHARTER SCHOOL

YOLO COUNTY OFFICE OF EDUCATION

BY:

BY:

Superintendent/CEO

Garth Lewis, Jr.

Gateway Community Charters

Yolo County Superintendent of Schools

EPIC

Secretary, Yolo County Board of Education

MEMORANDUM OF UNDERSTANDING BETWEEN THE YOLO COUNTY OFFICE OF EDUCATION AND
EMPOWERING POSSIBILITIES INTERNATIONAL CHARTER (EPIC)

This **MEMORANDUM OF UNDERSTANDING** (hereinafter "MOU") is made and entered into as of this 1st day of July, 2020, by and between the Yolo County Office of Education (hereinafter "YCOE"), a county office of education organized and existing under the laws of the State of California, and Gateway Community Charters, Inc. ("Corporation"), a California nonprofit public benefit corporation, which operates Empowering Possibilities International Charter ("EPIC"), a public charter school organized and existing under the laws of the State of California (hereinafter Corporation and EPIC collectively referred to as the "Charter School").

WHEREAS, EPIC was first authorized and granted a charter ("Charter") in 2015, and renewed on January 14, 2020, for a term of five (5) school years commencing on July 1, 2020 and ending on June 30, 2025, pursuant to Resolution No. 2019-20/21 adopted by the YCOE, attached hereto as "Exhibit A"; and

WHEREAS, the YCOE and the Charter School desire to enter into this MOU to document the agreement and agreement between the parties regarding the Charter School's funding and programs, and the YCOE's statutorily prescribed supervisory oversight of the Charter School.

WHEREAS, guidelines regarding the Charter School's program, operation, structure, and obligations in operating the school, are set forth in the Charter, attached hereto as "Exhibit B", and incorporated herein by reference; and

NOW THEREFORE, in consideration of the promises, covenants and agreements herein set forth, the YCOE and Charter School hereby agrees as follows:

1. **Term.** This MOU shall commence on July 1, 2020, and end on June 30, 2025. This MOU is subject to termination for cause, as specified in Paragraph 38, below, including revocation of the Charter as specified in Paragraph 37 below.
2. **Renewal.** This MOU shall be automatically renewed for an additional fiscal year commencing on July 1, 2021, and on July 1 thereafter, unless written notice of intent to terminate or renegotiate is given by either party prior to May 1 in that year, preceding. In no event shall any renewal term extend beyond the maximum term of the Charter granted to the Charter School as determined by action of the YCOE's Governing Board pursuant to Education Code 47607.
3. **Designation of the Charter School.** The Charter School shall be responsible for all functions that relate to the educational services, management, and operation of the Charter School, subject to the terms and conditions set forth in this MOU, the Charter, the Charter Schools Act of 1992, and any other applicable federal and/or State laws. The Charter Schools agrees that all publications of every kind by or for the Charter School shall prominently identify the name of the Charter School as follows: "Empowering Possibilities International Charter" and/or "EPIC."
4. **Charter School Authority.** The Charter School, in performing its duties and obligations under this MOU and Charter, shall have the power and authority, consistent with federal and State law and subject to other terms and conditions of this MOU to: (1) contract for goods

- and services with the YCOE and/or any qualified third party; (2) prepare a budget; (3) perform personnel services not otherwise provided by the YCOE pursuant to this MOU; (4) procure insurance; (5) lease or otherwise contract with any qualified third party for the use of facilities for school purposes and the operation and maintenance thereof; (6) purchase, lease or rent furniture equipment and supplies; (7) accept gifts, donations or grants of any kind in accordance with such conditions prescribed; (8) perform the business administration of the school; (9) establish and conduct educational program and curriculum for the Charter School as provided in the Charter; (10) conduct extra and co-curricular activities and programs; (11) conduct professional development for all personnel; (12) select and acquire instructional materials, equipment and supplies; (13) exercise such powers as are provided elsewhere in this MOU to the extent consistent with this MOU; and (14) generally, take such other actions as may be necessary and desirable to operate this Charter School.
5. Charter School Governance. The Charter School will be governed by the Corporation's Board of Directors pursuant to its bylaws. In accordance with EC§ 47604(c) the YCOE's Governing Board of Directors may appoint a representative, to be determined by the YCOE, to serve as a member of the Board of Directors
 6. Board of Director Meetings. The Charter Board, and all other "legislative bodies" of the Charter School, as that term is defined in the Brown Act, shall hold all meetings in accordance with the requirements of the Ralph M. Brown Act, Education Code Section 47604.1, the Charter School Board's Bylaws, and any new legislation that goes into effect during the term of this MOU. Each legislative body shall post its agendas and copies of the meeting minutes on the Charter School's website. The posted agendas shall include links to the backup materials for each agenda item for which there are electronic versions of backup materials that are not excluded from public disclosure. At the later of (1) the posting of the agenda or (2) the time that the staff provides a final copy of agenda item backup materials to all or a majority of all of the members of the legislative body, it shall post a link(s) in the pertinent agenda item to those materials that are not excluded from public disclosure. The homepage of the Charter School's website shall include a prominent, direct link to the current agenda for each legislative body, which link shall not be hidden within a contextual menu (e.g., a dropdown menu), in accordance with Government Code Section 54954.2. All approved meeting minutes and any recordings of meetings shall be promptly posted on the Charter School's website. If Board approved meeting minutes are ever not publically available on the Corporation's website, the Charter School shall provide YCOE with a copy of the Board approved meeting minutes upon request.
 7. Facility. The Charter School has leased facilities from Ethan Conrad, for facilities located at 2945 Ramco Street, West Sacramento, California, 95691 ("site') and shall provide a copy of that fully executed lease to the YCOE no later than July 31, 2020. The Charter School will promptly notify YCOE of any future changes in facility location and deliver a copy of any amended or new facility leases. The Charter School shall ensure that Site complies with all other requirements set forth in the Charter and the Charter Schools Act.
 8. Equipment and Materials. All equipment and materials purchased by the Charter School with Average Daily Attendance ("ADA) funding generated by students enrolled in the Charter School shall remain property of the Charter School while the Charter School is operational and until closure of the Charter School. If the Charter School is required to

- liquidate such equipment or materials to repay or return State funds upon closure of the Charter School, or to repay creditors, all remaining net assets of the Charter School (after payment of all creditors), including equipment and materials purchased with ADA funding generated by student enrolled in the Charter School, shall be re-distributed by the Corporation to its other charter school(s) or another charter school operating within the County, or shall revert to the County per the dissolution procedures outlined in the Charter under "School Closure Procedures". The Charter School shall be solely responsible for maintaining such equipment and/or materials in in good working order and may not use such equipment and/or materials for any personal or private use. The Charter School shall mark and identify, and maintain a written inventory of all such equipment and materials identified as assets in the Corporation's adopted Board Policy #05-16 "Controls, Budget and Fiscal Management". Charter School to supply YCOE with a copy of said policy. The written inventory shall be updated annually and provided to the YCOE annually. The Charter School shall account for all assets obtained in its financial reports.
9. Independent Study. The Charter School warrants that its educational program is primarily classroom-based instruction. In the event the Charter School provides independent study for students, the Charter School shall comply with all "written agreements" and legal requirements for independent programs.
 10. Transportation. The Charter School shall be solely responsible for the direct cost of all transportation services, including field trips, provided by the Charter School for its pupils. The Charter School shall ensure that the Charter School field trip consent and medical insurance forms are consistent with the Charter School's insurance provider guidelines and with the requirements set forth in YCOE forms. The Charter School will communicate with the YCOE to ensure these guidelines are adequate. The Charter School shall ensure that all such field trips are covered by their insurer as stated below in this Agreement. The YCOE shall not be responsible for providing or paying any costs in connection with transporting any Charter School students.
 11. Food Services. The Charter School shall be solely responsible for the direct cost of all food services provided by the Charter School for its pupils. The YCOE shall not be responsible for providing or paying any costs in connection with food service to the Charter School students. Any additional costs not covered by federal and State nutritional grants shall be borne by the Charter School.
 12. Administrative Services. The Charter School shall contract with Natomas Center School and Sacramento County Office of Education (SCOE) ("Vendor"), for administrative services including but not limited to payroll, accounting and fiscal services, accounts payable, and as set forth in Charter. The Charter School shall provide YCOE a copy of its agreement with the Vendor no later than July 31, 2020, and annually thereafter by July 31st. In the event the Charter School enters into contract with an alternate Vendor or elects to provide Administrative Services through in-house personnel, the Charter School shall provide written notice to YCOE. YCOE shall provide access to the QSS Financial system via a virtual computer to access historical data. The Charter School shall be solely responsible for the direct cost of any other administrative services provided by the YCOE to the Charter School, including but not limited to the following: STRS and/or PERS county-wide reporting as set forth in paragraph 27 (D) below; Staff Development; Fiscal Services (beyond oversight); and

YCOE Annual fees. If YCOE is to perform any additional Administrative Services YCOE shall provide the Charter School written notice and justification of actual costs at least 5 business days prior to performing Administrative Services.

13. Pupil Records. The Charter School shall at all times maintain Charter School pupil records, including but not limited to cumulative files, student work portfolios, immunization records, special education files, and/or attendance verification at the school site located within Yolo County. Notwithstanding Education Code section 47610, the Charter School shall comply with Education Code sections 49060 through 49079. Charter School public records maintained by the Charter School shall be made available for inspection by the YCOE at any time upon reasonable advance notice for purposes of verifying that the Charter School is in compliance with all State and federal laws, its Charter, and this MOU.
14. Notice to Parents/Guardians. Upon request, the Charter School shall provide to YCOE a copy of the annual notice sent to all parents/guardians regarding their rights under the Family Educational Rights Act ("FERPA").
15. Family Educational Rights and Privacy Act ("FERPA"). Employees of the Charter School who have legitimate education interest are entitled to access students' education records under 20 U.S.C.A. § 1232g, the Family Educational Rights and Privacy Act ("FERPA") and EC § 49076(b)(6). The Charter School, its officers, and employees shall comply with FERPA at all times. In addition, it is agreed that YCOE has an educational interest in the educational records of the Charter School such that YCOE shall have access to those records for reasons that include, but are not limited to, record requests, complaints and school closure. Records, at a minimum, shall include emergency contact information, health and immunization date, attendance summaries, and academic performance data from the statewide student assessments required pursuant to EC §§60605 and 60851.
16. Fingerprint and Criminal Record Summary Services. The Charter School, at its sole cost and expense, shall obtain fingerprint, criminal record summaries and subsequent arrest information for all Charter School employees and volunteers in positions requiring contact with minor children in accordance with the requirements of Education Code section 44237. The Charter School shall require all its subcontractors and vendors whose duties require contact with Charter School students to submit fingerprints in accordance with Education Code section 45125.1. The Charter School shall require all parent volunteers, who will supervise children outside of the presence of a credentialed employee, to undergo fingerprinting/background checks pursuant to Education Code sections 35021 *et seq.* The Charter School shall not hire any person, in either a certificated or classified position, who has been convicted of a violent or serious felony except as otherwise provided by the law, pursuant to Education Code Sections 44830.1 and 45122.1. By signing this MOU, the Charter School affirms its compliance with this paragraph. The Charter School shall make Charter School employee fingerprint verification information available to the YCOE upon request.
17. Indemnity. Except for claims arising from the YCOE's sole or separate negligence, reckless or willful misconduct, the Charter School shall defend and indemnify the YCOE and its respective directors, officers, employees, agents, and volunteers, from and against any and all actions, suits, claims, demands, losses, costs or liabilities that actually or allegedly arise in any manner from the Charter School's operations, or use and occupancy of the Site. YCOE, in turn, will defend and indemnify the Charter School and its respective directors, officers,

employees, agents, and volunteers, from and against any and all actions, suits, claims, demands, losses, costs or liabilities that actually or allegedly arise from the YCOE contractual or legal obligations under this MOU or its sole and separate negligence. The indemnity provisions of this MOU shall survive the expiration of termination of this MOU.

18. Insurance Coverage. The Charter School shall take out and maintain continuous coverage, during the term of the Charter, such public liability and property damage insurance as shall protect the YCOE, its officers, agents, servants, representatives, and employees from all claims for personal injury, including accidental death, to any person, as well as from all claims for property damage arising from operations under this Charter including field trips and other transportation related operations, in minimum amounts as follows: General and excess liability, including automobile liability: \$25,000,000 per occurrence. The Charter School shall deliver all required insurance certificates and endorsements to the YCOE by July 31, 2020. The Charter School agrees that the policy shall not be canceled or reduced in required limits of liability or amounts of insurance until it provides a written notice stating the date of cancellation or reduction to the Yolo County Office of Education. Date of cancellation or reduction may not be less than thirty (30) calendar days after date of mailing notice; The insurance policy shall include (1) language stating in particular who is insured, extent of insurance, locations and operations to which insurance applies, expiration date, to whom cancellation or reduction will be sent; and (2) an additional insured endorsement stating that the YCOE and its officers, employees, agents, and board of education are named as additional insured by way of endorsement to the policy described and that such insurance policy shall be primary to any insurance or self-insurance maintained by the YCOE. The Charter School shall upon written request of YCOE or its liability coverage provider shall provide a copy of the policy and all endorsement in effect at the time of the request, or at the time of a loss as specified by the request. The copy of the policy and endorsements shall be provided within 15 days of the written request. Each insurance company shall be an insurer admitted to do business in California with a "VIII" or better rating according to the current edition of Best's Insurance Reports.

The foregoing requirements as to the types and limits of insurance coverage to be maintained by the Charter School, and any approval of said insurance by the YCOE, or its insurance consultant(s), are not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by the Charter School pursuant to this MOU, including but not limited to, the provisions concerning indemnification.

The Charter School shall be solely responsible for maintaining, during the term of the Charter, a workers' compensation policy written in accordance with the laws of the State of California and providing coverage for any and all employees of the Charter School. This policy shall provide coverage for workers' compensation as required under California law and within statutory limits.

The Charter School shall take out and maintain, during the term of the Charter, all insurance policies provided for in the Charter, including directors and officers insurance, and employment practices insurance, and shall name the YCOE as additional insured.

19. Special Education Services and Section 504

- A. The Charter School shall be deemed a local education agency (“LEA”) for the purpose of receiving special education funding from the El Dorado County Special Education Local Plan Area (“SELPA”). In the event the Charter School seeks out membership from a different SELPA, YCOE will be notified concurrently along with the required notification to the El Dorado Charter SELPA. The Charter School will apply for membership in the alternate SELPA and thereafter shall keep YCOE apprised of the status of its application and provide YCOE with written proof of acceptance to another State Board of Education approved SELPA that is consistent with subdivision (a), (b), or (c) of Education Code Section 56195.1 at least one month prior to the proposed effective date of the change. The Charter School will be solely responsible for the Charter School’s compliance with the Individuals with Disabilities and Education Improvement (20 U.S.C. sections 1400, et seq.) (hereinafter “IDEIA”), including but not limited to any and all costs to provide special education and related services to the Charter School’s students including transportation and contracting with qualified service providers. As such, the parties understand and agree that the Charter School shall at times be solely responsible for compliance with IDEIA in all aspects and providing students with exceptional needs who attend the Charter School a free and appropriate public education in compliance with IDEIA. The charter school shall comply with all policies and procedures adopted by the El Dorado County SELPA. The Charter School shall defend and indemnify YCOE and its respective directors, officers, employees, agents, and volunteers, from and against any and all actions, suits, claims, demands and losses, and shall pay all costs, including YCOE’s attorneys’ fees, associated with any due process hearing or legal action arising out of the Charter School’s provision of special education and/or related services to former students of the Charter School, students attending the Charter School, or seeking to enroll in the Charter School.
- B. The Charter School shall be solely responsible for complying with all requirements of Section 504 of the Rehabilitation Act, including but not limited to, holding Student Study Team meetings, developing and implementing Section 504 Accommodation Plans, and responding to complaints filed with the Office of Civil Rights as a function of the general education program.
- C. The Charter School’s special education funding and payment shall be based on the El Dorado County SELPA’s funding allocation plan and the Charter School will be solely responsible for all special education expenses.
20. Supervisory Oversight Fee. In consideration for the actual costs of supervisory oversight by the YCOE, the Charter School shall pay an amount not to exceed one percent (1%) of the revenue of the Charter School (hereinafter, the “Oversight Fee”) pursuant to Education Code section 47613. “Supervisory oversight” for the purposes of this section shall be limited to those duties listed in Education Code §47604.32(a)(1) through (5) only. “Revenue” for this purpose of this calculation shall include the amount received in the current fiscal year for the location funding formula calculated pursuant to Education Code § 42238.02 as implemented by Education Code §42238.03. “Revenue” for purposes of this calculation shall not include Charter School fund-raising activities, private donations, other public grants, or any other source of income developed by the Charter School.
21. Direct Funding, Use of Funds and Reserves. The Charter School elects to receive the state aid portion of the charter school total local control funding formula allocation. These funds shall

be forwarded to an account established for Gateway Community Charters on behalf of “Empowering Possibilities International Charter” with Sacramento County Office of Education to be deposited in the Sacramento County Treasury. The parties specifically agree that it is not the responsibility of YCOE to provide funding in lieu of property taxes to the Charter School, in accordance with the Education Code section 47635. The School recognizes that the YCOE shall have no responsibilities for funding the Charter School beyond the actual funding received for the School.

The Charter School agrees that all funding received for the Charter School, from any and all sources, including but not limited to all funding sources set forth in the Charter or this MOU, or other agreement with the YCOE, shall be used exclusively to operate the Charter, and shall not be used, either directly or indirectly, or by loan or gift, to fund, assist, pay for the debts of, or towards the operation of, any other school or established managed, controlled, or operated by the Corporation or Charter School, or operated by its members, officers, agents, servants and employers, or for any other purpose whatsoever. The Charter School funds may be used to pay EPIC’s pro-rated share of central administration costs for administrative services provided by the Corporation. The Charter School shall account for all pro-rated administrative costs in its financial reports to the YCOE required herein and the Charter.

To safeguard the Charter School’s financial stability, the Charter School shall maintain annual reserves of no less than three percent (3%) of the total unrestricted expenditures and uses of the Charter School’s adopted budget for the fiscal year. An explanation of any projected drop in reserves below the three percent level must be included in Assumptions.

22. Payment Schedule. The Charter School shall pay any YCOE supervisory oversight fees (20), and all other fees, semi-annually, for each school year. The YCOE shall invoice the Charter School for fees due as of, December 31, and June 30, with invoices to be prepared and submitted by the YCOE to the Charter School within (30) calendar days during the year and by September 15 (when books are closed) at the end of the year. The September invoice shall account for the Charter School’s prior year actuals and shall reflect a true-up of fees based on the Charter School’s total unrestricted revenues for the prior fiscal year. The Charter School shall pay all invoices within fifteen (15) business days of their issuance by the YCOE. In the event that payment is not received within five (5) business days following the payment due date, and/or if such payment is returned or unpaid due to insufficient funds, the Charter School authorizes the YCOE to deduct any such fees or payments from future apportionments, provided YCOE has sent a detailed statement within 7-10 days of such deduction. Any disputes regarding this section shall be referred to the dispute resolution procedure as stated in the Charter.
23. Mandated Costs. The Charter School shall obtain its claiming number from the State Controller’s office if desired, and shall complete and file its own mandated cost reimbursement claims. Monies received from mandated costs reimbursements shall not be included in the definition of “revenue” for purposes of calculating any fee in this MOU.
24. Additional Funding Sources. The Charter School may also receive funding from new or “one-time” funding sources made available to schools or school districts by the State of California to the extent that the Charter School and/or its pupils establish entitlement to any such funds. In the event that such additional funds are misdirected by the YCOE, the YCOE agrees

- to pass through all such funds to the Charter School within (30) thirty days of receipt, provided that the Charter School has complied with all initial requirements, restrictions, and/or conditions attached to those funds by the funding source or agency, if any, and Charter School agrees to comply with any and all conditions of funding attached to the funding source. Prior to securing any grant and/or additional funding of \$5,000 or more, the Charter School shall notify the YCOE thereof and provide a hold harmless, indemnification statement, including YCOE from any repayment of any grants and/or additional funding.
25. Grants. The Charter School and the YCOE may cooperate to identify and jointly apply for grants that meet the mutual goals of the YCOE and the Charter School for development of the Charter School. The provision shall not be construed to limit or otherwise prohibit the exercise of discretion by the YCOE.
26. Charter School Finances, Budget, Reports and Audits. The Charter School shall prepare and submit to the YCOE the following financial information reports using the state software (SACS) or the Charter School Alternative Reporting Form, and other required reports according the following schedule:
- A. On or before July 1 of each year, a preliminary budget.
 - B. On or before July 1 of each year, an annual update (Local Control Accountability Plan or LCAP) pursuant to Education Code § 47606.5. The annual update shall be developed using the template adopted pursuant to Education Code § 52064 and shall include the following:
 1. A review progress toward the goals included in the charter pursuant to subparagraph (A) a of paragraph (5) of subdivision (b) of Section 47605 or subparagraph (A) of paragraph (5) of subdivision (b) of Section 47605.6; an assessment of effectiveness of the specific actions described in the charter toward achieving the goals; and description of changes to the specific actions the charter school will make as a result of the review and assessment.
 2. A listing and description of expenditures for the fiscal year as a result of the reviews and assessment required by paragraph (1).
 3. In developing the annual update, the Charter School shall consult with teachers, principals, administrators, other school personnel, parents and pupils per Education Code § 47606.5
 - C. On or before December 15, an interim financial report that reflects changes through October 31. Additionally, on December 15, a copy of the Charter School's annual, independent financial audit report for the preceding fiscal year shall be delivered to the State Controller, State Department of Education, and County Superintendent of Schools.
 - D. On or before March 15, a second interim financial report that reflects changes through January 31.
 - E. On or before September 15, a final unaudited actuals report for the full prior year. The report submitted to the Charter School shall include an annual statement of all the Charter School's receipts and expenditures for the preceding fiscal year.
 - F. Monthly general ledger financial reports showing totals through the end of the prior month and displaying the financial status of the Charter School shall be submitted to

the YCOE with the Interim and final unaudited reports above. For convenience, the Charter will be provided with interim and unaudited actual checklists of required items. Such reports shall display budgeted revenues and expenditures as compared with actual figures to date and projected year-end figures, by major category of revenue and expenditure. The reports shall also include disclosure of any and all new debts assumed by the Charter School subsequent to submission of the previous month's financial report. Additionally reconciled monthly bank statements will accompany interim and unaudited actuals reporting, as well as a copy of the reconciliation for accounts payable receivables.

- G. The Charter School must notify YCOE 30 days in advance, if it determines to secure loans or other short term funding apart from normal state subventions for charter schools. The potential lender(s) must be notified, in writing, with a copy to YCOE, that YCOE is not a party to the proposed loan, and that YCOE bears no responsibility for the repayment of the loan. Further, the Charter School agrees to communicate with YCOE, prior to the finalization of the loan agreement. The Charter School will provide information regarding the details of the loan, including the repayment schedule, the impact on the current operating budget and the multiyear financial plan. If YCOE determines at any time in the loan application/repayment schedule, that the Charter School is in danger of default, the YCOE may initiate notification to the Charter School regarding the possibility of revocation.
- H. The Charter School shall be solely responsible for all costs associated with auditing and accounting services in addition to those services not provided by the YCOE to the Charter School as set forth in this MOU. The Charter School shall utilize the services of an accounting/auditing firm experienced with school and educational accounting requirements and practices, and shall be approved by the State Controller on its published list as an educational audit provider. The Charter School shall contract for an annual audit of their financials each year by April 1 and shall notify YCOE of the contracted auditing firm each year.
- I. For the reports listed under Section 26, A, C and D above, the Charter School shall also provide with each financial report supporting and/or back up information included but not limited to: MYP for current and two subsequent years; Assumptions used for two subsequent years; Explanation for major variances by category between reporting periods; Enrollment projection; ADA P2 projection by grade level; COLA and any applicable deficit percentage; Copy of the "FCMAT LCFF Calculator" showing the calculation used for determining the local control funding formula revenue; List of statutory benefit rates; List of H&W rates and number of participants; and Number of FTE's for certificated and classified employees for each year.

The Charter School shall promptly respond to all reasonable inquiries including, but not limited to, inquiries regarding its financial records, cash flow and budget, and ADA P2 projections from YCOE, in accordance with Education Code section 47604.3. The Charter School agrees to and submits to the right of YCOE to monitor the Charter School's ADA projections and cash flow shortages in order to carry out the YCOE's statutorily required oversight.

27. Personnel and STRS/PERS Reporting Requirements.

- A. All employees of Charter School will enter into an employment agreement with the Charter School. The Charter School is independent from the YCOE and any YCOE employees who chose to work at the Charter School shall resign their status as employees of the YCOE and all their rights and benefits thereof. All persons employed by the Charter School shall not be deemed to be employees of YCOE for any purpose whatsoever. The Charter School's employees shall have no employment rights of any kind with the YCOE.
- B. The Charter School will develop and maintain an Employee Handbook detailing the rights and responsibilities of all Charter School employees and shall comply with all anti-discrimination and sexual harassment employment laws applicable to public agencies. On or before the first day of operation in the 2020-21 school year, and by August 1 of each subsequent year, the Charter School shall provide the YCOE with access to the Employee Handbook. The Charter School shall annually update and revise the Employee Handbook to reflect the changes in the law and/or policies. The Charter School shall be solely responsible for hiring and compensation of Charter School employees, including but not limited to, salary, health benefits, sick leave, vacation and retirement benefits. The YCOE shall have no obligation to provide beginning teacher support or assessment to any Charter School teacher or employee. The Charter School shall notify all applicants for non-certificated positions with the Charter School that accepting employment at the Charter School may exclude the applicant from further coverage in the applicant's current retirement system depending on the retirement options offered by the Charter School.
- C. All Charter School teachers must hold the Commission on Teacher Credentialing certificate, permit, or other document required for the teacher's certificated assignment, and there is no "flexibility" granted to non-core, non-college preparatory teachers. Additionally, by July 1, 2020, all Charter School teachers must obtain a certificate of clearance and must satisfy the requirements for professional fitness specified in Education Code Sections 44339, 44340, and 44341. The Charter School shall ensure timely compliance with these requirements, and on or before June 30, 2020, Charter School shall provide to YCOE a copy of the certificate of clearance and credential or other document qualifying the person for the assignment for each teacher who will work at the Charter School as of July 1, 2020.
- D. The Charter School shall enter into a contract with STRS and PERS and provide YCOE written notification and a copy of such agreements upon request. The Charter School shall submit semi-monthly STRS and PERS school-level reports, and YCOE will create any final county-wide reports by STRS and PERS and submit final reports to the retirement system on behalf of the Charter School. For reporting to retirement systems on behalf of the Charter School, the Charter School shall reimburse YCOE for the actual costs incurred for these reporting services, as set forth in 12 above, pursuant to Education Code section 47113.3. Actual costs to be determined semi-annually and a detailed invoice to be provided to the Charter School. The Charter School shall be solely responsible for the content and accuracy of the information

provided to YCOE. The Charter School accepts and assumes sole financial responsibility for any and all STRS and/or PERS reporting fines and/or penalties resulting from incomplete, inaccurate, or late reports and/or inadequate or late deposits from any cause whatsoever, except if such fines and/or penalties result from the sole negligence of YCOE. The Charter School shall provide funds for YCOE to maintain a reserve for the purpose of paying any outstanding STRS and PERS contributions in the event the Charter School closes. The retirement reserve shall be reevaluated annually in July based on an average of the monthly payments made in the prior fiscal year. Any change in reserve funds shall either be provided to YCOE or refunded to the Charter School no later than August 31st of each year.

28. Suspensions and Expulsions. In addition to the procedures set forth in the Charter, the Charter School shall ensure that pupils suspended from the Charter School are provided with an appropriate alternative educational program (class work and homework assignments, etc.) during the period of the pupil's suspension from school. Whenever a pupil is expelled from the Charter School, the Charter School shall notify the pupil and the pupil's parents or guardians in writing of the pupil's duty to attend the public school district in which the residency of either the parent or legal guardian is located. The Charter School shall also notify the public school district in which the residency of either the parent or legal guardian is located whenever a pupil is expelled from the Charter School.
29. YCOE Reports. The YCOE will file all reports as required by law to be filed with the California Department of Education or any other State of federal agency by a local educational agency on behalf of the YCOE and/or Charter School. The Charter School shall promptly provide the YCOE with any information, data, or documentation necessary for the YCOE to timely file such reports in accordance with the law. The Charter School shall be solely responsible for the accuracy of all data submitted to the YCOE. The Charter School shall be responsible for filing all other reports as may be required by law.
30. Annual Reports to YCOE Board. By Yolo County Board of Education's regular Boardmeeting in October each year, the Charter School shall provide the YCOE with the following:
 - A. Descriptions of outreach and recruitment activities that have been conducted to reach target populations as described in the Charter.
 - B. Progress towards achieving racial/ethnic balance with accompanying year-to-year comparisons of the enrollment breakdown by race and ethnicity.
 - C. Procedures for application, enrollment, and admission wait listing and lotteries for placement (enrollment preferences) as described in the Charter.
 - D. Evidence of enrollment preferences consistent with the Charter and with YCOE conditions of operation. For example, information regarding student demographics; information regarding random drawing of results and copies of wait lists, if applicable.
 - E. Copy of sample enrollment forms and information provided to prospective families.
 - F. Documentation, while pertinent, that start-up enrollment is consistent with enrollment numbers described in the Charter.
 - G. Evidence that each student is a resident of California in accordance with EC § 47612. This may include for example, description of the process used, documents considered and how determination was reached.

- H. Charter School's annual attendance calendar. The Charter School shall maintain no less than the minimum number of instructional days and minutes required by the Education Code for each grade level.

Subject to YCOE approval, which shall not be unreasonably withheld, the Charter School shall establish and maintain an attendance reporting system to record and account for the Charter School's ADA, as defined in Title V California Code of Regulations section 11960. The Charter School shall submit enrollment and attendance data one week prior to the CDE's principal apportionment reporting deadlines to the YCOE as necessary to enable the school to receive the funding specified in this MOU. The Charter School shall complete and submit enrollment and other necessary demographic information to YCOE, to the California Longitudinal Pupil Achievement Data System (CALPADS), and to the California Basic Education Data System (CBEDS) consistent with State timelines and requirements. The Charter School shall submit to YCOE at the P1, P2, and Annual reporting periods those reports with supplemental schedules and concurrently submit information concerning the Charter School's in-County and out-of-County pupils, enrollment, and average daily attendance, as required for the computations pursuant to Education Code Section 42238-42251.

The Charter School shall provide all data and reports required by the YCOE in hard copy and electronic data files. Electronic data files shall be in the CDE required Principal Apportionment software currently Principal Apportionment Data Collection (PADC) and signed certifications will accompany hard copies of documents by due dates.

In addition to submission of the electronic data files, the Charter School shall submit to YCOE hard copies of all back up attendance documents (e.g., monthly summary reports that support the reported ADA). YCOE staff will review and certify the attendance data submitted by the Charter School only when all documentation has been submitted and appears to be in order. Attendance data submitted without requisite detail will not be processed and may result in a delay of funding to the Charter School. The Charter School is responsible to assure that all reports are accurate and timely, to receive timely apportionment payments. The Charter School shall also maintain weekly attendance sheets signed and dated by teachers, and documentation evidencing contacts made by the Charter School to parents/guardians when students are absent from school (e.g., parent contact log, absence log, etc.)

Upon request, the Charter School shall provide YCOE with documentation of the teacher/student ratio for the Charter School.

31. Educational Program. At times that it is operational, the Charter School shall have available the information listed below. The information shall be submitted to YCOE whenever updated, and at least on an annual basis:

Information regarding the educational program for students to be served including, but not limited to:

- I. A description of the curriculum and identification of the basic instructional materials to be used.
- II. By February each year, the Charter School shall submit a written “Annual Report/School Accountability Report Card” (“SARC”) and make it an oral presentation at the County Board of Education for the prior year that examines, analyzes and reviews state and federal student assessment data and reports, including the following:
 - i. State approved test results (currently CAASPP results) as listed above
 - ii. Discuss adopted LCAP
 - iii. Evidence that the Charter School is systematically examining student data and using it to inform decisions regarding curriculum and instruction
 - iv. Names of any additional internal assessments used by the Charter School not identified in the Charter, if applicable
 - v. Matriculation rates
 - vi. Number of courses completed by students by grade level
 - vii. Bench mark data for math and English language arts aligned with CAASPP
 - viii. Plans for professional development, including agendas, topics to be covered, and speakers
 - ix. Changes in key management personnel during the previous year, and anticipated for the upcoming year
 - x. Attendance, suspension and expulsion data
 - xi. Progress on WASC action plans
 - xii. ELL test results, support services, and intervention plan
 - xiii. Summary data from annual student/parent satisfaction surveys
 - xiv. Evidence that the Charter School is financially sound
 - xv. CALPADS data regarding special education services provided under El Dorado County SELPA agreement
 - xvi. Results of interim assessments used to evaluate specific student progress during the school year in addition to the results of the State approved assessment system, (currently California Assessment of Student Performance and Progress or CAASPP System) in evaluation of student progress
 - xvii. Daily bell schedule for site-based programs that includes any passing time, breaks or recess, lunch breaks, before or after school activities
 - xviii. Sample student contracts, description of frequency of contact with teachers, pupil/teacher ratios, and description of how student work will be evaluated for time value for non-classroom-based programs (if applicable)
 - xix. Initial and mid-term Western Association of Schools and Colleges (“WASC”) accreditation self-study and visiting committee reports
32. Assessments and State Approved Testing (currently CAASPP Testing). The Charter School shall establish guidelines and expectations for all student achievement at each grade level and implement assessments that promote successful transition to a traditional school program, or to continue in the Charter School’s program. The Charter School shall develop a system of assessment procedures and measurement tools that provide objective, comparable written assessments in order to determine student comprehension of State and YCOE curricular competencies required by law.

The Charter School shall annually notify the YCOE in writing at least thirty (30) calendar days in advance of the date and location of State approved testing (currently CAASPP testing), and the total number of State approved tests (currently CAASPP tests) to be administered to Charter School pupils. The Charter School shall provide YCOE with school-wide State approved test results (currently CAASPP test results) by subgroups. The Charter School shall institute measures to ensure security of all testing materials.

33. Site Visits. YCOE is informing the Charter School that it shall conduct at least two site visits during each school year. (Education Code requires a visit at least annually). The primary focus of the visit shall be on teaching and learning. The site visit may also include a review of the facility, review of records maintained by the Charter School, interviews with administrators, staff, students, and parents, and observation in the classroom. Any deficiencies shall be reviewed with the Charter School Administration.
34. Financial Reports. Upon request, the Charter School shall provide the YCOE with documentation of any financial records pursuant to Education Code section 47604.3.
35. Compliance with Other External Source Funding Requirements. The YCOE and Charter School shall comply with all terms and conditions of any other external source funding requirements applicable to funding received by the YCOE on behalf of the Charter School, if any. Upon reasonable advance written request by the YCOE, the Charter School shall provide evidence to the YCOE, with all reports, data, and information reasonably necessary for the YCOE to meet any reporting, certification, or other requirements for such funding.
36. Dispute Resolution Procedure. In the event of any dispute between the Charter School and the YCOE, excluding revocation of the Charter but including audit expectations and deficiencies, the complaining party shall prepare a written statement of the dispute which shall be simultaneously submitted to the YCOE Superintendent or designee, shall meet and confer within five (5) business days from the date of the receipt of the written statement and attempt to resolve the dispute. In the event the matter is not resolved, the parties shall identify two members of their respective governing boards who shall meet with the YCOE Superintendent or designee and the Charter School's Superintendent/CEO within ten (10) business days and attempt to resolve the dispute. If this meeting fails to resolve the dispute, either party shall, within five (5) business days following the meeting, submit the matter to a mutually agreeable mediator, for resolution in accordance with any procedure determined to be prescribed by the mediator and agreed to by the parties. Review by the mediator to be held no later than forty-five (45) business days of receipt of the initial dispute statement. If mediation does not resolve the dispute, either party may pursue any other remedy available under the law.

The Charter School shall timely notify the YCOE of any and all complaints filed against the Charter School by its employees, students, parents, and vendors involving violations of the Charter, this MOU, State and federal law, or alleged financial mismanagement.

At least annually, parents, students, Board members, volunteers and staff at the Charter School will be provided with a copy of the Charter School's policies and internal disputes process. Disputes arising from within the Charter School, including disputes among and between students, staff, parents/guardians, volunteers, advisors, partner organizations, and Charter School Board members, shall be resolved pursuant to established policies and procedures of the Charter School. The Charter School shall adopt and maintain a Uniform

Complaint Procedure that complies with all requirements of California Code of Regulations, Title 5, Section 4600 *et seq.*

In the event that the Charter School's adopted policies and processes fail to resolve the dispute, YCOE agrees not to intervene in the dispute without the consent of the Charter School's Board unless the matter relates to a possible violation of the Charter the MOU or law or to the operation of the Charter School or the YCOE's oversight obligations.

37. Revocation and Closure Protocol. The YCOE and the Charter School agree that the dispute resolution procedure set forth in paragraph 36, above, shall not apply to any matter that could lead to revocation of the Charter. Prior to revocation of the Charter, the YCOE shall provide the Charter School with written notice of its belief and an opportunity to meet with and respond to the YCOE within a reasonable time, which shall be not less than five (5) business days, prior to issuing a written notice to "cure and correct," unless the YCOE determines in writing that the violation constitutes a severe and imminent threat to the health and safety of the pupils in accordance with Education Code section 47607(d). Thereafter, if the YCOE determines that revocation is warranted, it shall follow the procedures set forth in Education Code section 47607.

In the event of revocation or school closure, the Charter School shall ensure that the person(s) responsible for implementing the Charter's closure protocol shall be experienced in dissolution and closure of public educational programs and such person(s) shall comply with all legal requirements regarding the confidentiality of student records. The Charter School's Superintendent/CEO shall serve as the official contact for purposes of implementing the closure protocol set forth in the following:

- A. Identification of a responsible person who will oversee and conduct the closure process; this provision shall include a process to ensure that it is updated no less than annually or with any change is made
- B. Notification of students and families of the Charter School closure
- C. Security of student and business records
- D. Identification of all assets and liabilities and plan for transfer as detailed in the charter
- E. Final close-out audit to be paid for by the Charter School
- F. Identification of a source of funding to be used for closeout expenses including final audit
- G. Dissolution of the Charter School and/or nonprofit corporation

The Charter School's procedures should also satisfy the definition of "closure procedures" in Title 5, California Code of Regulations § 11962, to the extent that Section imposes, or is amended to impose, additional requirements.

Closure procedures will not begin until appeal rights (if applicable) have been exhausted. If the Charter School is to close permanently for any reason (i.e., voluntary surrender, non-renewal, or revocation), YCOE shall serve written notice on the Charter School that the closure procedures have been invoked. The Charter School shall immediately identify the specific individual who is responsible for coordinating the

Charter School's close out activities and shall notify YCOE. YCOE shall identify a staff person who shall work with the Charter School to accomplish all close out activities

The Charter School expressly acknowledges the right of YCOE, on behalf of the County Superintendent of Schools (pursuant to EC § 47604.3), to take immediate and direct control of all Charter School's student and business records at any time after. The YCOE Board of Education revokes the Charter School's petition under EC § 47607(f)(3) and/or (4).

38. Termination for Cause. The YCOE may terminate any services provided pursuant to this MOU upon failure of the Charter School to pay any amount due under this MOU within sixty (60) days after receipt by Charter School of a YCOE demand for payment and notice of intent to terminate services. Any failure by the Charter School to pay an amount due under this MOU, or other material violation of the terms of this MOU by the Charter School, may constitute grounds for revocation of the Charter in accordance with the provisions of the Charter and the Charter Schools Act, and any such termination or revocation shall be consistent with such provisions, including with respect to notice and an opportunity to cure. In the event of revocation of the Charter, this MOU shall be deemed null and void. Charter School may suspend performance under or terminate this MOU for cause upon sixty (60) days advance written notice to the YCOE of a material violation by the YCOE of the terms of this MOU.

39. Annual Review and Miscellaneous. The Charter School shall participate in an annual review conducted by the YCOE, if any, of all programs offered at the Charter School, including their effectiveness and student achievement. The review may, at the YCOE's discretion, require changes to the Charter School's programs to ensure compliance with the educational curriculum outlined in the Charter.

The Charter School shall provide the District no less than thirty (30) days prior written notice of any actions taken by the Charter School that may and/or will affect and/or change the status of the Charter School, and which falls within the District's oversight responsibilities.

The Charter School shall provide all services not expressly indicated herein to be provided by the YCOE. Nothing herein shall preclude the parties from negotiating or amending this MOU to include additional services not contemplated by this MOU.

40. Independent Contractor Status. The parties to this MOU intend that the relationship between them created by this MOU is that of an independent contractor, and not an employer/employee. The YCOE shall deem no agent, employee, or servant of the Charter School to be an employee, agent or servant of the YCOE, except expressly acknowledged in writing. No agent, employee, or servant of the YCOE shall be deemed to be an employee, agent or servant of the Charter School, except as expressly acknowledged in writing by the Charter School.

41. Construction and Enforcement. This MOU shall be construed and enforced in accordance with the laws of the State of California.

42. Entire MOU. This MOU and any attachments hereto shall constitute the full and complete agreement between the parties hereto. All prior representations and understandings

regarding the Charter and Charter School are merged herein and are suspended by this MOU.

43. Amendments. This MOU may be altered, amended, changed, or modified only by agreement in writing executed by the Charter School and the YCOE's duly authorized representative with a specific reference to the Charter, and to this MOU which it alters, amends or modifies.
44. Material Revision to Charter. Changes to the Charter deemed to be material revisions may not be made without prior approval by the County Board of Education, per Education Code section 47607 and 47605. Revisions to the Charter considered to be material changes include, but are not limited to the following:
 - A. Substantial changes to the educational program (including the addition or deletion of an educational program), mission, or vision
 - B. Adding a non-classroom based program
 - C. Addition or deletion of grades or grade levels to be served
 - D. Changes to location of facilities or lease agreements for the Charter School sites, resource centers, meeting space, or other satellite facility including the opening of a new facility; temporary locations rented for annual student testing purposes shall be exempted from this provision.
 - E. Admission requirements and procedures
 - F. Governance structure, including but not limited to: changes in number of board members, method by which new board members are selected, and/or changes in majority/quorum or other provisions relating to resolution approval.
 - G. Entering into or revising a contract with an education management organization or charter management organization (EMO/CMO)
45. Invalidity of Provisions of this MOU. If, for any reason, any provision hereof shall be determined to be invalid or unenforceable, the validity and effect of this other provisions hereof shall not be affected thereby.
46. Nondiscrimination. The Charter School covenants and agrees that they shall not discriminate against any person or group thereof upon the basis of the characteristics, whether actual or perceived, as listed in Education Code section 220 including but not limited to race, color, religion, gender, ancestry, physical and/or mental disability, marital status or national origin, nationality or ethnicity, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in section 422.55 of the Penal Code, including immigration status, or association with individuals with one or more of the above characteristics in the operation of the Charter School.
47. Assignment. Neither this MOU nor the establishment of operation of the Charter School shall be assigned by the Charter School to any other person or entity without the prior written notice to consent of the YCOE.
48. No Waiver. No waiver of any provision of this MOU shall be deemed or shall constitute a waiver of any other provision, nor shall such waiver constitute a continuing waiver unless otherwise expressly stated.
49. Survival. All representations, warranties and indemnities made herein shall survive termination of this MOU.

50. Notices. All notices, consents, demands, or other communications for one party or the other required or permitted in this MOU shall be in writing and shall be either personally delivered or sent by national recognized overnight courier, telecopier, or by registered or certified U.S. mail, postage prepaid, addressed as set forth below (except that a party may, from time to time give notice changing the address for this purpose). A notice shall be effective on the date personally delivered, on the date delivered by a national recognized overnight courier, on the date set forth on the receipt of a telecopier or a facsimile, or upon the earlier dates set forth on the receipt of registered or certified mail, or on the fifth (5th) day after mailing.

To the Charter School: Superintendent/CEO
Gateway Community Charters, Inc.
5726 Dudley Blvd
McClellan, CA 95652
Facsimile: (916) 993-4110

To the YCOE: Superintendent
Yolo County Office of Education
1280 Santa Anita Court, Suite 100
Woodland, CA 95776
Facsimile: (530) 668-3849

IN WITNESS THEREOF, the parties hereto have executed this MOU as of the date and year first above written.

CHARTER SCHOOL

YOLO COUNTY OFFICE OF EDUCATION

BY:

BY:

Superintendent/CEO

Garth Lewis, Jr.

Gateway Community Charters

Yolo County Superintendent of Schools

EPIC

Secretary, Yolo County Board of Education

5. 5. Distance Learning Update

Description

Attached is an update on how YCOE is implementing summer instruction and planning to re-open school in the fall.

Recommendation

This item is for information only.

Supporting Documents



[YCOE Distance Learning Update 6.23.20.pdf](#)

Contact Person

Carolynne Beno, Associate Superintendent of Educational Services

YCOE Update on Distance Learning – June 23, 2020

Distance Learning

All of Yolo County Office of Education's (YCOE) programs have concluded their regular school year programming. After consultation with Yolo County Public Health, YCOE decided to cancel in-person instruction planned for the summer and continue to provide distance learning. This was not an easy decision, but it was necessary as we continue to observe the guidance from our state and local health professionals.

Planning to Reopen Schools

We have received and analyzed the anticipated guidance documents addressing re-opening school from the state, which included:

- The California Department of Public Health (CDPH) industry guidance for schools (14 pages).
- The California Department of Education (CDE) Guidebook for the Safe Reopening of California's Public Schools (55 pages).

In describing its health recommendations to Local Education Agencies (LEAs), the CDPH document frequently used the terms "as practicable" or "should" and very rarely used the term "must". The CDE document was lengthier in its approach and tended to provide comprehensive scenarios and ways LEAs could implement the CDPH guidelines. The state and CDE continue to reiterate that both documents are merely guidance and not meant as directives from the state. Both continue to assert that LEAs should draft and enact their own reopening plans in coordination with their local public health departments.

Our Yolo County task force to re-open schools advanced its work to interpret and apply the state guidance to Yolo County, and we held our final meeting on June 18. In consultation with Yolo Public Health, the task force will release a document by June 25, which will be brief but comprehensive in providing a coordinated countywide response on how to safely re-open schools. Our YCOE departments will then use this local guidance to finalize our own reopening plans for fall of 2020.

5. 6. Suggested Future Agenda Item(s)

Description

Trustee Souza Cole requested what the process would be on the formation of a CTE advisory Committee and who would need to participate.

6. ADJOURNMENT
