



Mission Valley ROP
Wednesday, December 18, 2013
4 p.m. Governing Council Meeting
MVROP Board Room
(510) 657-1865 Ext. 15141



Agenda

Regular Meeting of the Governing Council
Mission Valley Regional Occupational Center/ Program
ROP Board Room
Wednesday, December 18, 2013
Closed Session: 4p.m.
Regular Meeting (Open Session): Immediately Following Regular Session

Call to order _____p.m.

Pledge of Allegiance

Roll Call: _____ Jonas Dino, President
_____ Larry Sweeney, Vice President
_____ Nancy Thomas, Clerk
_____ Other

Adjourn to Closed Session: _____ p.m.

Agenda _Closed Session

The Board of Education may adjourn to closed session during this meeting pursuant to Government Code Section 3549.1 to discuss and/ or give direction to its representatives. During adjournment to Closed Session the Council will consider and/ or take action upon:

- *Conference for Negotiations*
(Government Code Section 54957.6)

Reconvene to Open Session: _____p.m.

Approval of Agenda:

Motion: _____
Second: _____
Vote: _____

Communication:

- a. Items from the Staff
- b. Written Communication
 - *Letter from Alameda County Office of Education re: 2013-2014 Adopted Budget*
 - *“EMP Program Students Finalists in National Contest”, MVROP Press Release, December 6, 2013*
- c. Items from the Board
- d. Public Comment
 - Blue Speaker Card – Items on the agenda
 - Green Speaker Card – Items not on the agenda

Consent Calendar:

- a. **Minutes:**
Approve minutes from the Governing Council meeting on October 17, 2013.
- b. **Business and Finance:**
B&F#1 Approve Purchase Orders over \$5,000
B&F#2 Approve Warrants \$5,000 and above
B&F#3 Approve Architect Services for Paint Spray Booth
B&F#4 Approve Memorandum of Understanding between Mission Valley ROP and Newark Unified School District (NUSD)
B&F#5 Adopt Resolution #8-1314
Adjustments to Income and Expenses
- c. **Employment and Personnel:**
E&P#1 Approve Report of Classified Personnel Actions

End of Consent Calendar:

Motion: _____
Second: _____
Vote: _____

Board comments on Consent Calendar:

Business and Finance #1

Information

Review and Approve MVROP Budget Modification Plan

Motion: _____
Second: _____
Vote: _____

Business and Finance #2

Information/Action

Review and Approve Salary Increase for 2013-14

Motion: _____
Second: _____
Vote: _____

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

Review and Approve Certification of First Interim Financial Report

Motion: _____

Second: _____

Vote: _____

Business and Finance #4**Information/Action**

Review and Accept Audit Report from Vavrinek, Trine, Day & Co.
for the Fiscal Year 2012/2013

Motion: _____

Second: _____

Vote: _____

Board of Education #1**Information**

Review and Approve Spring 2014 MVROP Governing Council Meeting Dates

Motion: _____

Second: _____

Vote: _____

Board Requests

Meeting adjourned: _____pm



Communication



Alameda County Office of Education

Sheila Jordan
Superintendent

Damon Smith
Associate Superintendent
of Business

L. Karen Monroe
Associate Superintendent
of Education

BOARD OF EDUCATION

Joaquin Rivera
Trustee Area 1

Marlon L. McWilson
Trustee Area 2

Ken Berrick
Trustee Area 3

Aisha Knowles
Trustee Area 4

Fred Sims
Trustee Area 5

Eileen McDonald
Trustee Area 6

Yvonne Cerrato
Trustee Area 7

November 14, 2013

Jonas Dino, President
Board of Education
Mission Valley ROP
5019 Stevenson Blvd.
Fremont, CA 94538

RE: 2013-14 Adopted Budget

Dear President Dino:

In accordance with Education Code Section 42127, we have examined the Adopted Budget of the Mission Valley ROP for fiscal year 2013-14 to determine if it complies with the Criteria and Standards adopted by the State Board of Education, and if it allows the ROP to meet its financial obligations during the upcoming fiscal year.

Based on our review and analysis, we are satisfied that the Adopted Budget approved by the ROP's Governing Board on June 20, 2013 accurately reflects the financial status of the ROP and is consistent with the State's Criteria and Standards. We therefore approve the Adopted Budget with the comments outlined below.

Local Control Funding Formula

On June 27, 2013, the Governor signed the 2013-14 Budget (AB 110), and on July 1, 2013, he signed education trailer bill AB 97 (and clean-up bill SB 91) which establishes the Local Control Funding Formula (LCFF). The LCFF is intended to correct historical inequities and increase flexibility, but it also brings new challenges, as Local Education Agencies (LEAs) must quickly adapt to a new funding model. Fiscal year 2013-14 promises to be a period of transition since many of the details of the LCFF, such as the new accountability structure, have not yet been finalized. LEAs will be uniquely impacted by the LCFF. Some LEAs will receive no additional funding, while others may receive a significant down payment toward their LCFF targets. We encourage all LEAs to carefully consider the impact of the LCFF on their Multiyear Projections. LEAs should

313 W. Winton Ave.
Hayward, California
94544-1136

(510) 887-0152

www.acoe.org



ensure that reserve levels and contingency planning are adequate during the implementation period, which is scheduled to be completed in 2021-22.

Deficit Spending

The ROP projects deficit spending in 2013-14 through 2014-15. The ROP should continue to plan for expenditure reductions and/or revenue enhancements in future years that will allow the ROP to live within its revenue stream and to fully support expenditures.

Cash Flow Concerns

Due to the State's continued reliance on apportionment deferrals, we encourage the ROP to closely monitor its cash flow throughout the new fiscal year. Consider maintaining reserve levels greater than the required minimum to adequately meet cash flow needs for payroll and other obligations. Preparations should be made in advance to allow for various temporary loan options.

ROP Issues

The ROP funding has been included in the LCFF base for the ROP's participating districts. The LCFF legislation requires participating districts to expend no less than the amount of funds expended in the 2012-13 fiscal year for ROP instruction. Senate Bill 97, which was enacted on September 26, 2013, clarified this maintenance of effort (MOE) requirement. It provides that the MOE requirement is met if the participating districts collectively maintain the ROP spending. In addition, the MOE is not a condition of apportionment.

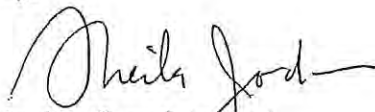
ROPs should be aware that the MOE requirement is only for 2013-14 and 2014-15. After 2014-15, it is possible that the participating districts may choose to reduce the ROP's funding. Because of this, it is essential that the ROP maintain strong communication with its participating districts to assess the possibility of any potential reductions in the ROP's revenue stream.

Conclusion

While the fiscal outlook for education has improved, California remains in an unstable economic environment. We continue to encourage all LEAs to retain a flexible multiyear strategy as we look forward to gradual improvements in our state and national economies.

We want to acknowledge and express our appreciation to Marie dela Cruz and the ROP staff, the Governing Board, and the community for their continued diligence and hard work. If you have any questions or concerns regarding our review process, please feel free to call me at (510) 670-4140, or contact Damon Smith at (510) 670-4270.

Sincerely,

A handwritten signature in black ink, appearing to read "Sheila Jordan", with a long horizontal flourish extending to the right.

Sheila Jordan, Superintendent
Alameda County Office of Education

SJ:slm

cc: Board of Education, Mission Valley ROP
Thomas Hanson, Superintendent, Mission Valley ROP
Marie dela Cruz, Director of Business Services, Mission Valley ROP
Damon R. Smith, Associate Superintendent of Business Services, ACOE
Jeffrey B. Potter, Executive Director, ACOE
Shirene Moreira, Director, ACOE



Mission Valley ROP

CAREER TECHNICAL TRAINING CENTER

5019 Stevenson Blvd · Fremont, CA 94538-2449

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

FOR IMMEDIATE RELEASE

Date: December 6, 2013

MVROP EMP PROGRAM STUDENTS FINALISTS IN NATIONAL CONTEST

FREMONT, CA- Students enrolled in the Electronic Media Production (EMP) Academy on the James Logan High School campus submitted a video project which has been selected as one of the top ten final entries in a national contest to win “the world’s smallest HD mobile production vehicle.”

The EMP Academy, a Mission Valley ROP (MVROP) career technical education program on the James Logan High School campus, consists of students learning video production art skills instructed by Richard Yacco. The EMP Academy students who created Logan’s entry include: Mohammed Ali, Augustus Egipto Jr., Jennifer Eubank, Brandon Evangelista, Michael Fajardo, Ricardo Guzman, Terrance Ramirez, Ranelle Sanchez, Sean Stewart, Ulysses Tan, Kiersten Villanueva, and Isaiah Wahilani.

The contest sponsor, NewTek, selected the MVROP EMP Academy at James Logan entry from hundreds of submissions sent from throughout the nation. The program, along with seven other high schools, and two university video entries announced as contest finalists will receive a \$5,000 prize. The grand prize for the contest, a TriCaster 455 with 3Play 425, is a complete video production system that allows live-streaming of a multi-camera video production incorporating 3D visual effects and slow-motion. All of this HD gear is built into a custom SmartCar which allows live sports coverage for both home and away games, is valued at more than \$50,000.

The contest has required numerous stages of entry submissions from students to qualify as finalists. The EMP Academy final submission consisted of a three-minute video to convince the judges that their program is the best home for the NewTek Streaming Sports Car. Overall, students are pleased with their contest submission. Kiersten Villanueva, the student video director states, “We had a lot of fun creating our entry. We think we did a great job and our chances of winning are good.” The winner of the NewTek contest will be announced in mid-December. To view the contest video entries go to www.mvrop.org.

About Mission Valley ROP

Mission Valley ROP (MVROP) is the regional occupational program for the Tri-City area. Established in 1969, MVROP has been instrumental in preparing students for successful business, medical, and technical careers. Through a partnership with Fremont, New Haven, and Newark Unified School Districts, Career Technical Education is provided to 4,000 students (high school and adult) each year. For the latest news and information about MVROP, visit us on the web at www.mvrop.org.

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Press Contact:

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



Consent Calendar



Minutes

**Regular Meeting of the Governing Council
Mission Valley Regional Occupational Center/ Program
Wednesday, November 20, 2013**

Member Sweeney called the meeting to order at 4:13 p.m.

Present:

Jonas Dino, President
Larry Sweeney, Vice President

Approval of Agenda:

Member Sweeney made a motion to approve all items on the November 20, 2013 agenda. Member Dino made a second to approve the motion. Members voted 2-0 to approve all items on the November 20, 2013 agenda.

Communication:

a. Items from Staff

None

b. Oral Communication:

MVROP Superintendent Hanson presented the 2013 Mission Valley ROP Teacher of the Year Award to MVROP Sports Therapy Instructor, Lehua Lee.

Margie Trujillo, MVROP Director of Educational Services, and Mimi Van Kirk, MVROP Engineering and Architecture Instructor, gave a presentation updating the Governing Council on the Project Lead the Way Program Pathway and the MVROP Engineering and Architecture Course.

c. Written Communication:

MVROP PR Administrator, Allison Aldinger, shared the following items with the Governing Council:

- *“Mission Valley ROP Open House”, The Tri-City Voice, October 15, 2013*
- *“Lehua Lee Named Teacher of the Year”, The Tri-City Voice, October 29, 2013*

d. Items from the Board:

None

e. Public Comment:

None

Consent Calendar:

Member Sweeney made a motion to approve all items in the Consent Calendar. Member Dino made a second to approve the motion. Members voted 2-0 to approve all items in the Consent Calendar.

Member Thomas arrived at 4:23 p.m.

Business and Finance #1

**Review and Approve Budget
Modification Plan**

Marie dela Cruz, MVROP Business Services Director, reviewed Business and Finance Item #1 and answered subsequent Board inquiries regarding the reserve allocation spending plan resulting from excess property tax funding. A plan detailing proposed expenses was presented.

Member Thomas made a motion to approve Business and Finance #1, Approve Budget Modification Plan. Member Sweeney made a second to approve the motion. Members voted 3-0 to approve Business and Finance #1, Approve Budget Modification Plan.

The meeting was adjourned at 4:37 p.m.

Jonas Dino, President

Larry Sweeney, Vice President

Nancy Thomas, Clerk



Business and Finance

MISSION VALLEY ROP

PURCHASE ORDER REPORT

PURCHASE ORDERS OVER \$5,000

BOARD MEETING - DECEMBER 18, 2013

PO PERIOD: NOBEMBER 12, 2013-DECEMBER 6, 2013

AGENDA ITEM - B&F #1

PO			
NUMBER	VENDOR NAME & ACCOUNT CODE	DESCRIPTION	AMOUNT
143583	New Haven Unified School District	Payroll Reimbursement	\$ 84,202.00
	81-0635-0-6999-1001-5830-660-6007	for Teachers, Career Tech and	
	81-0635-0-6999-1001-5830-660-6007	Administrator	
	81-0635-0-6999-3111-5830-660-6007		

Mission Valley ROP
Warrants \$5,000 and above
From 11/12/13 - 12/06/13
Fiscal Year 13/14

B&F #2
December 18, 2013

Date	Warrant #	Vendor	Purpose	Amount	PO number
10/25/13	50300238	New Haven USD	Transportation	\$ 5,937.79	140137
11/19/13	50300860	Canon Business Solution	Maintenance on Océ copiers	\$ 6,837.60	140064
11/19/13	50300976	Delta Dental	Monthly dental premiums	\$ 5,067.06	
11/19/13	50300866	New Haven USD	Transportation	\$ 6,448.36	140137
12/3/13	50301276	New Haven USD	Payroll reimbursement	\$ 19,925.60	143583

☒ Information
☒ Action
☐ Presentation

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

**AGENDA ITEM
B&F #3**

DATE OF BOARD MEETING: December 18, 2013

TITLE: Approve Architect Services for Paint Spray Booth

Background:

There is an existing paint spray booth for the Auto Body program located on the north side of Kennedy High School Campus. This paint booth is over 40 years old and needs to be replaced.

Current Status:

LCA Architects submitted a proposal to provide architect services to assist Mission Valley ROP in the design, planning, submittal and construction process of a new Spray Booth Building for a cost of \$36,400.

Recommendation:

Staff recommends approval of LCA Architects Inc. to provide architect services for a Spray Booth Building as outlined in their proposal dated October 25, 2013 (LCA #13065).

Marie dela Cruz, 657-1865 X15145	ROP Center	Business Services	Thomas Hanson
Staff/Contact Person	Location	Division	Superintendent



245 YGNACIO VALLEY ROAD WALNUT CREEK, CA 94596 TEL: 925.944.1626 FAX: 925.944.1666
1970 BROADWAY, SUITE 800 OAKLAND, CA 94612 TEL: 510.272.1060 FAX: 510.272.1066

October 25, 2013

Marie dela Cruz
Director of Business Services
Mission Valley ROP
5019 Stevenson Blvd
Fremont, CA 94538

**Subject: Mission Valley ROP – Spray Booth
Fremont, CA
LCA # 13065**

Dear Marie:

We are pleased to be considered as the architect for this project, and are equally pleased to submit this proposal. Our understanding of the scope of work is for the Spray Booth Building with Spay area, mix and changing room. The project will be bid or Design Build.

1. This proposal includes the following services:
 - A. Development of Construction Documents.
 - B. Structural Design.
 - C. Electrical and Lighting Design.
 - D. Cost Estimate at 100% Construction Documents
 - E. Submittals to the Division of the State Architect (DSA) and local fire department for review and permit.
 - F. Construction Administration and observation.
 - G. DSA Close out.
2. Schedule and Phasing: We understand the anticipated construction start for this project would be January 2014.
3. Project Team
 - A. The Architect shall retain the following consultants:
 1. Structural Engineer
 2. Electrical Engineer and Fire Alarm
 3. Fire Sprinkler Consultant

- B. Scope is as follows:
 - 1. Visit site and discuss program
 - 2. Prepare design layout and preliminary cost estimates.
 - 3. Prepare Plans:
 - a. Cover and code sheets
 - b. Reference site plans with the prior DSA application numbers and Fire Dept. access
 - c. Floor, reflected ceiling and roof plans
 - d. Exterior elevations, sections and details
 - 4. Coordination with District and consultant team
 - 5. Coordination and processing with DSA & Fire Department
 - 6. Assistance in Construction Administration
 - 7. Filing of close out with DSA
 - C. Any work not indicated in this proposal will be quoted as a separate fee.
4. Our services to meet your objectives will be as follows:
- A. CONSTRUCTION DOCUMENTS:
Prepare drawings and specifications for DSA submittal.
 - B. DSA APPROVALS:
Meet with local fire official and submit project to DSA for review. Complete DSA backcheck comments and meet with DSA to obtain approvals.
 - C. CONSTRUCTION ADMINISTRATION:
Provide Construction Administration services as required including review of submittals, DSA paperwork processing, periodic site visits, final punch-list, and close-out. Weekly job site meetings are not included due to limited scope of the work.
 - D. DSA CLOSE OUT
Filing of close out with DSA.
 - E. ADDITIONAL SERVICES
Additional services will be work requested by Owner not specifically listed above and will be performed on an hourly fee basis or a mutually agreed upon fixed fee basis.

5. Our fees for the services listed in Paragraph 4 are as follows:

A.	CONSTRUCTION DOCUMENTS	82%	Fixed Fee	\$29,700.00
B.	DSA APPROVALS	4%	Fixed Fee	\$1,450.00
C.	CONSTRUCTION ADMINISTRATION	11%	Fixed Fee	\$4,000.00
D.	CLOSEOUT	3%	Fixed Fee	\$1,250.00
Total Fee:				\$36,400.00

6. NOTES PERTAINING TO FEES:

- a. These fees will be billed monthly in keeping with our progress of work. They are due and payable in 30 days.
- b. This proposal is based on the project commencing immediately and being completed in 12 to 18 months.
- c. This fee quote is good for 30 days.
- d. This fee quote is based on a single bid, non-phased construction project.
- e. Reimbursable Expenses: Copies, prints, CADD plots, Bid set printing, photography, adhesive film transparencies, mylar sheets, colored print mounting, long distance phone calls, FAX transmissions, postage, express mail and travel outside of the Walnut Creek area, will be billed in addition to the fixed fees above, **at cost plus 15%.**

END OF NOTES

7. Our services do not include landscape architecture, soils (by Owner), traffic, or acoustical engineering; as-built drawing preparation, interior decorating, cost estimating, graphic design or sign systems, or lighting design. Services also exclude upgrades to the existing electrical service from adjacent building.

- A. We can assist you in obtaining consultants and proposals in these areas as required, but we will not take responsibility for the timing or content of their work.
- B. We require that any consultants hired by you be "software compatible" with LCA Architects Inc. or we will add fees for delay and interface.

8. The following are the General Conditions, and the Architect, LCA ARCHITECTS INC., and the Owner, MISSION VALLEY ROP, agree as follows:

- A. The Owner shall furnish the Architect with a certified survey showing existing contours, boundaries, easements, tree locations, structures, utility locations and grading information. The Owner shall be responsible for all required documents to secure approval of all governmental and/or other authorities having jurisdiction over the project. The Owner shall provide for all legal services required for the development of this project.

- B. Termination of this agreement may be initiated at any time by either party with 15 days written notice. Owner agrees to remunerate the Architect for his services to date of notification.
- C. In the event of cancellation of architectural services, the Owner shall be billed only for that portion of work completed.
- D. The Architect is to be equitably paid for changes to approved schemes, delays, errors and/or insolvency of others that cause him or his consultants to perform additional services.
- E. Arbitration: All questions in dispute under this agreement may be submitted to arbitration in accordance with the Provisions of the American Arbitration Association.
- F. In the event any party files an action or arbitration procedure with relation to a dispute arising out of this contract, the prevailing party is entitled to recover reasonable attorney's fees and costs associated with this procedure.
- G. Ownership and Copyright of Documents: Ownership of drawings and specifications as instruments of service is that of the Architect, whether the work for which they are made be executed or not. All drawings and documents produced under terms of this Agreement are the property of LCA Architects Inc. and cannot be used for any reason other than to bid and construct the above-named project. The Owner shall be granted a revocable license to use the drawings and documents for the purpose of constructing, maintaining and operating the project and shall not use such documents for any other purpose without the Architect's consent. Architect will provide Owner with a reproducible set of original plans for his use on a reimbursable basis. The Owner shall indemnify and defend the Architect from any claim, loss or damage arising out of the Owner's failure to abide by the terms hereof. Use of Plans and Specifications without the Architect's express permission, and without payment of required fees to the Architect constitutes both breach of contract and copyright infringement and may be prosecuted to the full extent of the law.
- H. This work is covered by the Mechanics Lien Laws of the State of California. The Architect may elect to file preliminary lien notices to the landowner and all parties involved.
- I. Carl Campos (CA License No. C10482), David Bogstad (CA License No. C21379), and Peter Stackpole (CA License No. C16939) are licensed by the California Architects Board as architects in the State of California and are employees of Loving Campos Associates Architects, Inc., dba LCA Architects Inc., a California Corporation.
- J. Carl Campos, David Bogstad and Peter Stackpole may not be able to personally represent this project at every meeting or public hearing. A senior professional employee will be available to represent the Architect in the event a principal is not available. David Bogstad will be the Principal-in-Charge.
- K. The Owner agrees to hold harmless, indemnify, and defend the Architect, its employees, and subconsultants from and against any and all claims, losses, damages, liability and costs, including but not limited to costs of defense arising out of or in any way connected with the presence, discharge, release, or escape of contaminants, or noise pollution of any kind, excepting any such liability as may arise out of the willful misconduct or sole negligence of Architect in the performance of services under this agreement.

- L. Architect agrees to indemnify the Client, its principals & employees, but shall not be responsible for the cost of their defense, from liability for damages arising out of the performance of Architect's services on this project to the extent that such liability is actually caused by the negligent acts, errors or omissions of Architect, its principals, employees or subconsultants.
- M. In accordance with California Civil Code §2782.5, Owner and Architect have negotiated this provision after discussing and understanding the relative benefits and risks of the work, alternatives available to Owner, including modifying this provision in exchange for additional payments by Owner or seeking other consulting services. To the fullest extent permitted by law, Owner agrees to limit the liability of Architect, its officers, employees and subconsultants to Owner, contractors, subcontractors, lenders, suppliers, manufacturers and all others, arising from Architect's services on this project such that the total aggregate liability, including costs of defense and attorneys shall not exceed the maximum of the net fee for the services on this project. The Owner further agrees to require of all contractors and subcontractors an identical limitation of Architect's liability.
- N. Late payment interest. Terms of payment: Sums invoiced are due and payable upon receipt. A service charge of 1-1/2% per month will be charged on amounts past due 30 days. The Owner agrees to pay reasonable attorney's fees and other costs incurred at collection.
- O. Notwithstanding any other provision in this Agreement to the contrary, nothing herein contained shall be construed as constituting a guarantee, warranty or assurance, either express or implied, that the architectural services will yield or accomplish the expected or desired outcome for the project; or obligating the Architect to exercise professional skill or judgment greater than that which can reasonably be expected from other architects under like circumstances; or an assumption by the Architect of the liability of the other party. Nothing contained in this Agreement shall create a contractual relationship with or cause of action in favor of a third party against either the Owner or Architect.
- P. Betterment: If a required item or component of the Project is omitted from the construction documents, neither the Architect, nor his subconsultants shall be responsible for paying the cost required to add such item or component to the extent that such item or component would have been required and included in the original construction documents. In no event will the Architect or his subconsultants be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.
- Q. Shop Drawing Review: The Architect shall review and approve or take other appropriate action on the Contractor submittals, such as shop drawings, product data, samples and other data, which the Contractor is required to submit, but only for the limited purpose of checking for conformance with the design concept and the information shown in the Construction Documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. The Architect's review shall be conducted with reasonable promptness while allowing sufficient time in the Architect's judgment to permit adequate review. Review of a specific item shall not indicate that the Architect has reviewed the entire assembly of which the item is a component. The Architect shall not be responsible for any deviations from the Construction Documents not brought to the attention of the Architect in writing by the Contractor. The Architect shall not be required to review partial submissions or those for which submissions of correlated items have not been received.

- R. Stop Work: Architect shall have the right to stop providing the Services and keep the project idle if any payment is not made to Architect in the manner and time provided under this Agreement. Architect shall not be obligated to render any Additional Services until all payments due are received by Architect. Owner acknowledges and understands that in the event that Architect is required to suspend the Services because of Owner's failure to make timely payment under this Agreement, Architect will suffer damages in the form of increased costs to resume the Services on the Project, and Owner agrees to reimburse Architect for all such sums in accordance with this Agreement. Owner shall remain obligated to pay Architect for all Services performed through the date of termination.
- S. Verification of existing conditions – Inasmuch as the remodeling and/or rehabilitation of an existing building requires that certain assumptions be made regarding existing conditions and because some of these assumptions may not be verifiable without expending additional sums of money or destroying otherwise adequate or serviceable portions of the building, the Design Builder agrees, to the fullest extent permitted by law, to indemnify and hold the Architect, his agents and subconsultants harmless from any claim, liability or cost (including reasonable attorney's fees and costs of defense) for injury or economic loss arising or allegedly arising out of the professional services provided under this Agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of the Architect.

I look forward to being of service on your project. If you have any questions regarding this proposal, please contact me.

Regards,



David Bogstad, President & Architect
LCA Architects Inc.
CA License C21379

DCB:ed;prps145

Enclosure: Hourly Fee Schedule

AGREED AND ACCEPTED:

Authorized Signature

Date

Please sign and return one copy of this proposal to initiate the agreement.

LCA ARCHITECTS, INC.
2013 FOURTH QUARTER HOURLY FEE SCHEDULE*

DESCRIPTION	HOURLY RATE
<i>Principal</i>	\$210.00
<i>Principal Emeritus</i>	\$265.00
<i>Associate</i>	\$190.00 to \$210.00
<i>Project Manager</i>	\$190.00
<i>Project Architect</i>	\$135.00 to \$180.00
<i>Quality Control Manager</i>	\$190.00
<i>Specifications Writer</i>	\$190.00
<i>Job Captain</i>	\$110.00 to \$125.00
<i>Designer</i>	\$90.00 to \$170.00
<i>CAD Tech</i>	\$90.00 to \$135.00
<i>Project Coordinator</i>	\$95.00 to \$130.00
<i>Administration/Research/Presentations</i>	\$90.00 to \$105.00
<i>Clerical</i>	\$105.00
<i>Architectural Animation</i> – Preparation of computer generated views, renderings and simulations of architectural interiors and exteriors. Preparation of video “fly-by’s,” walkthrough’s, and other simulations.	\$165.00/hr.
<i>Expert Witness</i> – Review of documents, meetings, site visits, telephone conferences, administration of the documents and materials, research, deposition, testimony, court appearances, and travel time.	\$500.00/hr.
<i>Perspective Sketches and Renderings, Visual Simulations</i>	On a Per Drawing Basis
<i>Mileage (outside of the Walnut Creek area)</i> **as adjusted by IRS guidelines	.64/mile**
<i>Reimbursable Expenses are charged at cost plus 15% – Copies, prints, CADD plots, photography, adhesive film transparencies, Mylar sheets, colored print mounting, long distance phone calls, FAX transmissions, postage, express mail, e-mail, ftp sites, courier service (\$20.00 minimum charge per delivery), electronic data transmission and travel outside the Walnut Creek area will be billed on a reimbursable basis.</i>	
<i>Overtime</i> - If overtime is required by staff, to meet a customer’s timing request, additional hourly fee charges may apply. California employment law will apply.	

* Effective 07/01/2013. Subject to change quarterly.

X Information
X Action

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

AGENDA ITEM

B&F #4

Date of Board Meeting: December 18, 2013

TITLE: Approve Memorandum of Understanding between Mission Valley ROP and Newark Unified School District

Background:

Mission Valley ROP has agreed to allow one MVROP teacher to issue work permits for Newark Memorial High School students during the first semester of the 2013-2014 school year.

Current Status:

Mission Valley ROP and Newark Unified School District have created a Memorandum of Understanding specifying the details of the agreement to allow a MVROP teacher to issue work permits for students at Newark Memorial High School during the first semester of the 2013-14 school year.

Recommendation:

Mission Valley ROP administrative staff recommends approval of the Memorandum of Understanding between Mission Valley ROP (MVROP) and Newark Unified School District to allow a MVROP teacher to issue work permits for students at Newark Memorial High School during the first semester of the 2013-14 school year.

Margie Trujillo
Staff Contact

Administration
Department

Thomas Hanson
Superintendent, Mission Valley ROP

Memorandum of Understanding (MOU)

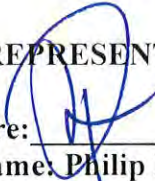
By this agreement made and entered into the 8th day of November 2013, between Mission Valley Regional Occupational Program (hereinafter referred to as MVROP), and Newark Unified School District (hereinafter referred to as NUSD), in consideration of mutual covenants, the parties hereto agree as follows:


- A. **DESCRIPTION OF SERVICES:** MVROP has agreed to allow Bruce Voeltz, an employee of the MVROP, to issue work permits for Newark Memorial High School students during the first semester of the 2013-2014 school year. For such services, NUSD agrees to reimburse MVROP for Bruce Voeltz's salary and related benefits at the non-instructional rate of \$33.07 per hour.
- B. **PURPOSE OF MOU:** The purpose of this MOU is to provide credentialed staff to issue work permits for students at Newark Memorial High School.
- C. **DUTIES OF NUSD:** NUSD agrees to reimburse MVROP for said assignment (not to exceed 25 hours per month) based upon MVROP's non-instructional rate of \$33.07 per hour plus related benefits. NUSD shall verify services rendered and authorize timecards submitted by Bruce Voeltz.
- D. **MVROP OBLIGATIONS:** MVROP agrees to release Bruce Voeltz for said assignment before and/or after school to issue work permits (not to exceed 25 hours per month). MVROP shall process timecards submitted by Bruce Voeltz through standard MVROP payroll procedures. MVROP shall invoice NUSD for payroll reimbursement.
- E. **COMPENSATION:** For the period of this agreement, NUSD shall pay MVROP as billed not to exceed \$5,000.
- F. **PERIOD OF MOU:** This MOU will be in effect for 90 instructional days of employment during the period August 26, 2013 through January 24, 2014.
- G. **INSURANCE:** MVROP warrants appropriate insurance coverage for employees of the MVROP.
- H. **GENERAL TERMS AND CONDITIONS:**
 - 1. **INDEMNIFICATION:** NUSD and MVROP agree to indemnify, defend, and save harmless the other local education agency's officers, agents, employees, and volunteers from any and all claims and losses accruing or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement and from any and all claims and licenses

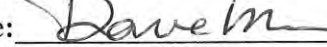
resulting to any person, firm, or corporation who may be injured or damaged by NUSD or MVROP in the performance of this agreement.

2. **INSURANCE:** NUSD and MVROP will maintain general liability insurance, automobile coverage, and workers compensation coverage in such an amount as may be reasonably necessary to assure compliance with the Indemnification provision, herein above.
 3. **NON-DISCRIMINATION:** No discrimination shall be made in the employment of persons under this agreement because of race, religion, sex, age, national origin, ancestry, political affiliations, disability, medical condition, marital status, or sexual orientation.
 4. **SUCCESSORS AND ASSIGNS:** This agreement shall be binding on the administrators, successors, and assigns of the respective parties.
 5. **FINGERPRINTING AND CRIMINAL RECORDS CHECK:** MVROP and NUSD shall comply with the provisions of Education code section 45125.1 regarding the submission of employee fingerprints with the California Department of Justice and the completion of criminal background investigations of its employees.
 6. **HEALTH EXAMINATIONS:** No person shall be initially allowed to interact with students unless he/she has placed on file with the appropriate local education agency a certificate from a licensed physician indicating that a tuberculosis examination in accordance with education Code 49406.
 7. **CHANGES OR ALTERATIONS:** No changes, alterations, or variations of any kind to this agreement are authorized without the written consent of both local education agencies.
- I. **COMMUNICATIONS:** Communications between the parties to this Agreement may be sent to the appropriate local education agency's main office addressed to the Superintendent.
- | | |
|---|--|
| Dave Marken
Superintendent
Newark Unified School District
5715 Musick Avenue
Newark, CA 94560 | Thomas Hanson
Superintendent
Mission Valley ROP
5019 Stevenson Boulevard
Fremont, CA 94538 |
|---|--|
- J. **UNDERSTANDING AND ACCEPTANCE OF THE PARTIES:** this Agreement constitutes the entire understanding of the parties. NUSD and MVROP signatures below signify both an understanding and acceptance of the contract provisions.


K. NUSD REPRESENTATIVE


Signature: 
Print Name: Philip Morales
Title: Principal
Date Signed: 11-12-13


Signature: 
Print Name: Elaine Nielsen
Title: CBO
Date Signed: 11-18-13

Signature: 
Print Name: Dave Marken
Title: Superintendent
Date Signed: 11/18/13

MVROP REPRESENTATIVE

Signature: 
Print Name: Margie Trujillo
Title: Director, Educational Services
Date Signed: 11/22/13

Signature: 
Print Name: Marie dela Cruz
Title: Director, Business Services
Date Signed: 11/22/13

Signature: 
Print Name: Thomas Hanson
Title: Superintendent
Date Signed: 11/22/13

☒ Information
☒ Action
☐ Presentation

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

**AGENDA ITEM
B&F #5**

DATE OF BOARD MEETING: December 18, 2013

TITLE: Adopt Resolution #8-1314
Adjustments to Income and Expenditures

Current Status:

Resolution number 8-1314 reflects adjustments to income and expenditures to estimated actuals. Adjustments include transfers from reserves based on the Reserve Allocation Plan (Board approved November 20, 2013), increase to income funding apportionment, and adjustments to salaries and benefits based on the one-time (2012-13) payment.

Recommendation:

Staff recommends adoption of Resolution number 8-1314 authorizing the adjustments to income and expenditures

Marie dela Cruz, 657-1865 X15145	ROP Center	Business Services	Thomas Hanson
Staff/Contact Person	Location	Division	Superintendent

FOR MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

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

Fremont, California
Date: December 18, 2013

Pursuant to the provision of the Education Code Section 42602, we, the undersigned, Constituting a majority of the members of the governing board of the above-named district, do hereby transmit this resolution requesting a transfer in the amount and between the classifications of the budget of said school district indicated herein for the following reasons:

Reserves

TRANSFER FROM	AMOUNT	TRANSFER TO	AMOUNT
81-1100-0-0000-0000-9790-000-0000	65,418	81-1100-0-6999-1001-4420-660-6998	65,418
81-9601-0-0000-0000-9790-000-0000	7,472	81-9601-0-65XX-1001-1140-662-6998	4,000
81-9601-0-6506-1001-5210-660-6998	2,500	81-9601-0-6503-1001-5210-6XX-6998	2,972
81-9602-0-0000-0000-9790-000-0000	2,418	81-9601-0-6506-1001-5310-660-6998	3,000
81-0635-0-6999-1001-1105-660-6998	102,871	81-9602-0-6999-1001-4310-660-6998	2,418
81-0635-0-6999-2101-1305-660-6013	12,851	81-0635-0-6999-1001-1105-6XX-6XXX	182,055
81-0635-0-6999-8201-2235-660-6013	2,329	81-0635-0-6999-2101-1305-660-6013	27,046
81-0635-0-6999-1001-3111-660-6998	10,759	81-0635-0-6999-1001-2105-660-6998	1,667
81-0635-0-6999-1001-4310-667-6012	10,000	81-0635-0-6999-8201-2205-660-6013	8,609
81-0635-0-0000-0000-8781-000-0000	724,596	81-0635-0-6999-2701-2305-660-6013	17,004
81-0635-0-0000-0000-9790-000-0000	40,000	81-0635-0-0000-7601-2405-660-6013	21,127
81-0635-0-0000-0000-9790-000-0000	1,366,500	81-0635-0-6999-1001-2905-660-6013	593
81-0635-0-0000-0000-9790-000-0000	200,163	81-0635-0-6999-1001-3111-6XX-6XXX	22,916
	2,547,878	81-0635-0-6999-2XXX-311X-660-60XX	2,103
		81-0635-0-6999-2X01-3212-660-6013	2,126
		81-0635-0-6999-8201-3212-660-6013	986
		81-0635-0-0000-7601-3212-660-6013	2,418
		81-0635-0-6999-1001-331X-660-6XXX	1,653
		81-0635-0-6999-2X01-331X-660-6013	1,738
		81-0635-0-6999-8201-3312-660-6013	606
		81-0635-0-0000-7601-3312-660-6013	1,518
		81-0635-0-6999-2X01-341X-660-6013	170
		81-0635-0-6999-8201-3412-660-6013	134
		81-0635-0-0000-7601-3412-660-6013	194
		81-0635-0-6999-2X01-351X-660-6013	25
		81-0635-0-6999-1001-351X-660-6XXX	51
		81-0635-0-6999-8201-3512-660-6013	5
		81-0635-0-0000-7601-3512-660-6013	11
		81-0635-0-6999-2X01-361X-660-6013	1,366
		81-0635-0-6999-1001-361X-660-6XXX	3,110
		81-0635-0-6999-8201-3612-660-6013	270
Respectfully submitted,		81-0635-0-0000-7601-3612-660-6013	662
		81-0635-0-6999-1001-4310-6XX-6012	489,000
		81-0635-0-6999-1001-5675-6XX-6012	127,500
		81-0635-0-6999-8501-6211-667-6012	50,000
		81-0635-0-6999-1001-6211-6XX-6012	650,000
		81-0635-0-0000-0000-9790-000-0000	128,810
		81-0635-0-0000-0000-9790-000-0000	724,596
			2,547,878

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

_____ Request Approved _____ Not Approved



Employment Personnel

**MISSION VALLEY REGIONAL OCCUPATIONAL CENTER/PROGRAM
GOVERNING COUNCIL**

AGENDA ITEM

_____ Information

Date: December 18, 2013

_____ **X** _____ Action

Title: REPORT OF CLASSIFIED PERSONNEL ACTIONS

Background:

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

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

Current Status:

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

Recommendation:

Approve Classified Personnel recommendations for: *Employment.*

Marie dela Cruz
(510) 657-1865

Classified Personnel
Division

Thomas Hanson
Superintendent

ECL 1

CONSENT ITEMS
MISSION VALLEY ROP

Classified Personnel

New Hires

NAME	POSITION	HOURS	SUPERVISOR	EFFECTIVE DATE	OTHER
Damanjot Gadri	Clinical Supervisor	12-15 hrs/week	Irene Brucker/ Margie Trujillo	11/19/13	

(con6dec13.14)



End of Consent



Business and Finance



Business and Finance #1

**MISSION VALLEY ROP
BOARD OF EDUCATION**

☒ Information
☒ Action
☐ Presentation

**AGENDA ITEM
BUSINESS & FINANCE #1**

Date of Board Meeting: December 18, 2013

TITLE: Review Budget Modification Plan

Background:

The budget act in February 2009 included two budget years (2008-09 and 2009-10). MVROP received a 15.4% midyear cut to 2008-09 revenues and an additional 4.5% cut to 2009-10 revenues. The cost of living adjustment was not funded in either year (a loss of 5.66% for 2008-09 and another 4.25% for 2009-10), and due to declining enrollment statewide, ROCPs had a negative adjustment of .63% in 2008-09. In addition to these tremendous cuts, ROCPs became part of the flexibility provisions in categorical program funding effective 2008-09 through 2014-15.

The Governor signed the 2013-14 State Budget Act (AB 110) on June 27, 2013 and on July 1, he signed education trailer bill AB 97 (and clean-up bill SB 91) which establishes the Local Control Funding formula (LCFF) as the new funding model for public schools.

The enacted budget includes a requirement for school districts to spend no less in 2013-14 and 2014-15 than they did in 2012-13 on Regional Occupational Centers and Programs (ROCPs). If funds were received through a joint powers authority (JPA), such as Mission Valley ROP, districts must continue to pass through those funds to the JPA in 2013-14 and 2014-15.

Current Status:

No modifications to report.

Recommendation:

None

Marie dela Cruz, 657-1865 x15145	ROP Center	Business Services	Thomas Hanson
Staff/Contact Person	Location	Division	Superintendent



Business and Finance #2

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

**AGENDA ITEM
 Business & Finance #2**

DATE OF BOARD MEETING: December 18, 2013

Title: Approve Salary Increase for 2013-14

Background

Mission Valley ROP Administration meets and confers with the members of the Budget Advisory Committee to discuss and receive input on salary and benefit adjustments. The Budget Advisory Committee is comprised of representative teachers for each industry cluster and of classified staff as well as management.

Mission Valley ROP has traditionally aligned salary compensation adjustments with Fremont Unified School District (FUSD). FUSD provided a one-time \$750 per FTE payment in 2011-12, a 4% one-time off-schedule salary payment in 2012-13, and a 2% on schedule increase in 2013-14.

A one-time off-schedule salary payment equal to 5.48% of base salary earned in the 2012-13 school year (excluding stipends, extra duty pay, and overtime) was provided for all MVROP employees including Certificated Teachers, Certificated Management, Classified Management, and Classified Non-Management. Prior to this action, Mission Valley ROP had not provided its employees any salary adjustments since 2007-08. The 5.48% was based on statutory COLA of 2.24% and 3.24% in 2011-12 and 2012-13 respectively. The one-time payment, estimated at \$237,191, was funded by Local Income/Excess Property Tax reserves and did not have any ongoing impact on the MVROP budget nor the Reserve for Economic Uncertainties.

Current Status

A Budget Advisory Committee meeting took place on November 6, 2013 and December 4, 2013 to discuss a salary increase for 2013-14. After reviewing the budget, multi-year projections and reserves, the committee is proposing a 2% salary increase on salary schedules for all employees, including Certificated Teachers, Classified Employees and Management, effective July 1, 2013.

The Public Disclosure of Collective Bargaining Agreement forms were submitted to Alameda County Office of Education on December 6, 2013.

Recommendation

Staff recommends approval of a 2% salary increase on salary schedules, for all Mission Valley ROP employees, including Certificated Teachers, Classified Employees and Management effective July 1, 2013.

Marie dela Cruz, 657-1865 x15145
 Staff Contact Person

Business Services
 Department

Thomas Hanson
 Superintendent

Certification of the Districts Ability to Meet the Costs of Collective Bargaining Agreement

This disclosure document must be signed by the District Superintendent and Chief Business Official prior to the public disclosure.

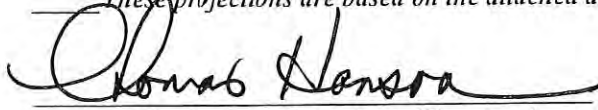
In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Official of Mission Valley ROP District, hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the Mission Valley ROP Certificated Teachers, Classified Employees and Management Bargaining Unit, during the term of the agreement from July 1, 2013 to June 30, 2014 .

The budget revisions necessary to meet the costs of the agreement in each year of its term are itemized below. If the District does not adopt all of the revisions in the current fiscal year, the County Superintendent is required to issue a qualified or negative certification on the next Interim Report per Government Code (GC) 3547.5(c)

Budget Adjustment Categories	Increase(Decrease) Year 1	Increase(Decrease) Year 2	Increase(Decrease) Year 3
Revenues/Other Financing Sources			
	0	0	0
Expenditures/Other Financing Uses			
2% Salary Increase	88,036	88,036	88,036
Ending Balance Increase (Decrease)	(88,036)	(88,036)	(88,036)

N/A (No budget revisions necessary)

These projections are based on the attached assumptions, which become an integral part of this document.


District Superintendent (Signature)

Thomas Hanson
District Superintendent (Type Name)

12/6/13
Date


Chief Business Official (Signature)

Marie dela Cruz
Chief Business Official (Type Name)

12/6/13
Date

Mission Valley ROP
Public Disclosure of Collective Bargaining Agreement
In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5

Name of Bargaining Unit: _____ CERTIFICATED TEACHERS____ Certificated X Classified _____

The proposed agreement covers the period beginning JULY 1, 2013 and ending JUNE 30, 2014

and will be acted on by the Governing Board at its meeting on December 18, 2013 (Date).

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Compensation		Annual Cost Prior to Proposed Agreement FY	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY	Year 2 Increase/(Decrease) FY	Year 3 Increase/(Decrease) FY
1.	Salary Schedule (This is to include Step & Column, which is also reported separately in item 6)	\$ 2,403,200	\$ 48,064	\$ -	\$ -
			2.00%	0.00%	0.00%
2.	Other Compensation Stipends, Bonuses, Longevity, Overtime Differential, Callback or Standby Pay, etc.		\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
2a.	Description of Other Compensation		\$ -	\$ -	\$ -
3.	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 312,656	\$ 5,378	\$ -	\$ -
			1.72%	0.00%	0.00%
4.	Health/Welfare Plans	\$ 24,032	\$ 481	\$ -	\$ -
			2.00%	0.00%	0.00%
5.	Total Compensation - Add Items 1 through 4 to equal 5	\$ 2,739,888	\$ 53,923	\$ -	\$ -
			1.97%	0.00%	0.00%
6.	Step & Column - Due to movement plus any changes due to settlement. This is a subset of item No. 1.	\$ 69,996	\$ -	\$ -	\$ -
7.	Total number of represented Employees (Use FTEs)	34.46	0	0	0
8.	Total Compensation <u>Average</u> Cost per Employee	\$ 79,509	\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%

Mission Valley ROP
Public Disclosure of Collective Bargaining Agreement
In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5

Name of Bargaining Unit: _____ CERTIFICATED MANAGEMENT _____ Certificated X Classified _____

The proposed agreement covers the period beginning JULY 1, 2013 and ending JUNE 30, 2014

and will be acted on by the Governing Board at its meeting on DECEMBER 18, 2013 (Date).

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Compensation		Annual Cost Prior to Proposed Agreement FY	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY	Year 2 Increase/(Decrease) FY	Year 3 Increase/(Decrease) FY
1.	Salary Schedule (This is to include Step & Column, which is also reported separately in item 6)	\$ 535,789	\$ 10,716	\$ -	\$ -
			2.00%	0.00%	0.00%
2.	Other Compensation Stipends, Bonuses, Longevity, Overtime Differential, Callback or Standby Pay, etc.		\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
2a.	Description of Other Compensation		\$ -	\$ -	\$ -
3.	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 69,706	\$ 1,199	\$ -	\$ -
			1.72%	0.00%	0.00%
4.	Health/Welfare Plans	\$ 5,358	\$ 54	\$ -	\$ -
			1.00%	0.00%	0.00%
5.	Total Compensation - Add Items 1 through 4 to equal 5	\$ 610,853	\$ 11,968	\$ -	\$ -
			1.96%	0.00%	0.00%
6.	Step & Column - Due to movement plus any changes due to settlement. This is a subset of item No. 1.	\$ 15,606	\$ -	\$ -	\$ -
7.	Total number of represented Employees (Use FTEs)	4	0	0	0
8.	Total Compensation <u>Average</u> Cost per Employee	\$ 9,189	\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%

Mission Valley ROP
Public Disclosure of Collective Bargaining Agreement
In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5

Name of Bargaining Unit: _____CLASSIFIED MANAGEMENT_____ Certificated ___ Classified X___

The proposed agreement covers the period beginning ___JULY 1, 2013___ and ending ___JUNE 30, 2014___

and will be acted on by the Governing Board at its meeting on ___DECEMBER 18, 2013___ (Date).

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Compensation		Annual Cost Prior to Proposed Agreement FY	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY	Year 2 Increase/(Decrease) FY	Year 3 Increase/(Decrease) FY
1.	Salary Schedule (This is to include Step & Column, which is also reported separately in item 6)	\$ 306,299	\$ 6,126	\$ -	\$ -
			2.00%	0.00%	0.00%
2.	Other Compensation Stipends, Bonuses, Longevity, Overtime Differential, Callback or Standby Pay, etc.		\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
2a.	Description of Other Compensation		\$ -	\$ -	\$ -
3.	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 68,611	\$ 685	\$ -	\$ -
			1.00%	0.00%	0.00%
4.	Health/Welfare Plans	\$ 3,063	\$ 31	\$ -	\$ -
			1.00%	0.00%	0.00%
5.	Total Compensation - Add Items 1 through 4 to equal 5	\$ 377,973	\$ 6,842	\$ -	\$ -
			1.81%	0.00%	0.00%
6.	Step & Column - Due to movement plus any changes due to settlement. This is a subset of item No. 1.	\$ 9,189	\$ -	\$ -	\$ -
7.	Total number of represented Employees (Use FTEs)	3	0	0	0
8.	Total Compensation <u>Average</u> Cost per Employee	\$ 9,189	\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%

Mission Valley ROP
Public Disclosure of Collective Bargaining Agreement
In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5

Name of Bargaining Unit: _____CLASSIFIED (NON-MANAGEMENT)_____ Certificated ___ Classified___X___

The proposed agreement covers the period beginning ___JULY 1, 2013___ and ending ___JUNE 30, 2014___

and will be acted on by the Governing Board at its meeting on ___DECEMBER 18, 2013___ (Date).

Note: This form, along with a copy of the proposed agreement, must be submitted to the County Office at least ten (10) working days prior to the date the Governing Board will take action.

A. Proposed Change in Compensation

Compensation		Annual Cost Prior to Proposed Agreement FY	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY	Year 2 Increase/(Decrease) FY	Year 3 Increase/(Decrease) FY
1.	Salary Schedule (This is to include Step & Column, which is also reported separately in item 6)	\$ 713,551	\$ 14,271	\$ -	\$ -
			2.00%	0.00%	0.00%
2.	Other Compensation Stipends, Bonuses, Longevity, Overtime Differential, Callback or Standby Pay, etc.		\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
2a.	Description of Other Compensation		\$ -	\$ -	\$ -
3.	Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 159,835	\$ 1,597	\$ -	\$ -
			1.00%	0.00%	0.00%
4.	Health/Welfare Plans	\$ 7,136	\$ 143	\$ -	\$ -
			2.00%	0.00%	0.00%
5.	Total Compensation - Add Items 1 through 4 to equal 5	\$ 880,522	\$ 16,011	\$ -	\$ -
			1.82%	0.00%	0.00%
6.	Step & Column - Due to movement plus any changes due to settlement. This is a subset of item No. 1.	\$ 20,783	\$ -	\$ -	\$ -
7.	Total number of represented Employees (Use FTEs)	13.75	0	0	0
8.	Total Compensation <u>Average</u> Cost per Employee	\$ 64,038	\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%

Mission Valley ROP
Public Disclosure of Collective Bargaining Agreement
In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5

9. What was the negotiated percentage increase approved? For example, if the increase in "Year 1" was for less than a full year, what is the annualized percentage of that increase for "Year 1"?

2% increase on salary schedules effective July 1, 2013

10. Were any additional steps, columns or ranges added to the schedules? (If yes, please explain.)

No

11. Please Include comments and explanations as necessary. (If more room is necessary, please attach additional sheet.)

- B. **Proposed Negotiated Changes in Non-compensation Items** (e.g. class size adjustments, staff development days, teacher prep time, classified staffing ratios, etc.)

None

- C. **What are the Specific Impacts (Positive or Negative) on Instructional and Support Programs to Accommodate the Settlement?** Include the impact of changes such as staff reductions or increases, program reductions or increases, elimination or expansion of other services or programs (e.g. counselors, librarians, custodial staff, etc.).

None

- D. **What Contingency Language is Included in the Proposed Agreement (e.g. reopeners, etc.)?**

None

- E. **Will this Agreement Create, Increase, or Decrease Deficit Financing in the Current or Subsequent Year(s)?**

"Deficit Financing" is defined to exist when a fund's expenditures and other financing uses exceed its revenues and other financing sources in a given year. If yes, explain the amounts and justification for doing so.

No

Mission Valley ROP
Public Disclosure of Collective Bargaining Agreement
In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5

- F. Identify Other Major Provisions that do not Directly Affect the District's Costs; such as Binding Arbitration, Grievances Procedures, etc.

None

- G. Source of Funding for Proposed Agreement

1. Current Year

General fund

2. If this is a single year agreement, how will the ongoing cost of the proposed agreement be funded in subsequent years (i.e., what will allow the district to afford this contract)?

General fund and carryover reserves

3. If this is a multiyear agreement, what is the source of funding, including assumptions used, to fund these obligations in subsequent years? (Remember to include compounding effects in meeting obligations.)

N/A

Mission Valley ROP
Public Disclosure of Collective Bargaining Agreement
In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5

H. Impact of Proposed Agreement on Current Year Operating Budget (Ed. Code 42142)

	Column 1 Latest Board- Approved Budget Before Settlement As of:	Column 2 Cost of Adjustments as a Result of Settlement	Column 3 Other Revisions Costs Increases (Decreases)	Column 4 Total New Budget (Col 1+2+3)
Revenues				
Revenue Limit Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 6,533,894	\$ -	\$ 724,596	\$ 7,258,490
Total Revenues	\$ 6,533,894	\$ -	\$ 724,596	\$ 7,258,490
Expenditures				
1000 Certificated Salaries	\$ 3,013,989	\$ 58,780	\$ -	\$ 3,072,769
2000 Classified Salaries	\$ 1,029,039	\$ 20,397	\$ -	\$ 1,049,436
3000 Employee Benefits	\$ 615,229	\$ 8,859	\$ -	\$ 624,088
4000 Books and Supplies	\$ 455,344	\$ -	\$ -	\$ 455,344
5000 Services and Operating Expenses	\$ 1,375,215	\$ -	\$ -	\$ 1,375,215
6000 Capital Outlay	\$ 128,092	\$ -	\$ -	\$ 128,092
7000 Other Outgo	\$ 10,939	\$ -	\$ -	\$ 10,939
Total Expenditures	\$ 6,627,847	\$ 88,036	\$ -	\$ 6,715,883
Operating Surplus (Deficit)	\$ (93,953)	\$ (88,036)	\$ 724,596	\$ 542,607
Other Sources and Transfers In	\$ -	\$ -	\$ -	\$ -
Other Uses and Transfers Out	\$ -	\$ -	\$ -	\$ -
Current Year Increase (Decrease) In Fund Balance	\$ (93,953)	\$ (88,036)	\$ 724,596	\$ 542,607
Beginning Balance	\$ 7,038,598			\$ 7,038,598
Current Year Ending Balance	\$ 6,944,645	\$ (88,036)	\$ 724,596	\$ 7,581,205
Components of Ending Balance				
Nonspendable and Restricted 9711-9740	\$ 265,860	\$ -	\$ -	\$ 265,860
Reserved for Economic Uncertainties 9789 (3%)	\$ 1,314,831	\$ 2,641	\$ -	\$ 1,317,472
Committed and Assigned 9770-9780	\$ 5,363,954	\$ -	\$ 633,919	\$ 5,997,873
Unassigned/Unappropriated 9790	\$ -			\$ (0)

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If the total amount of the adjustment in Column 2 on page 4 does not agree with the amount of the Total Compensation Increase in Section A, line 5, page 1 (e.g. increase was partially budgeted), explain the variance below:

N/A

Please include any additional comments and explanations of page 4 as necessary:

In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5

1. State Reserve Standard

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

3. Do unrestricted reserves meet the state standard minimum reserve amount? YES X NO

If NO, how do you plan to restore your reserves?

N/A

Mission Valley ROP
Public Disclosure of Collective Bargaining Agreement
In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5

Revised MYP Including the Effects of Collective Bargaining

District Name: MISSION VALLEY ROP			
General Fund			
Multi-Year Projections			
Budget Year: 2013-14			
	ADA: 1200	ADA: 1200	ADA: 1200
	COLA: 0	COLA: 0	COLA: 0
	Deficit: 0	Deficit:	Deficit: 0
Revenues	Year: 2013-14	Year: 2014-15	Year: 2015-16
Revenue Limit Sources			
Federal Revenue			
Other State Revenue	46,768	46,768	46,768
Local Revenue	7,211,722	7,211,722	7,211,722
Total Revenue	7,258,490	7,258,490	7,258,490
Expenditures			
Certificated Salaries	3,072,769	3,072,769	3,164,952
Step & Column Adjustment		92,183	94,949
Cost-of-Living Adjustment		0	0
Other Adjustments		0	0
Classified Salaries	1,049,436	1,049,436	1,080,919
Step & Column Adjustment		31,483	32,428
Cost-of-Living Adjustment		0	0
Other Adjustments		0	0
Employee Benefits	624,088	653,886	673,503
Books & Supplies	455,344	455,344	455,344
Services, Other Operating Exp	1,375,215	1,375,215	1,375,215
Capital Outlay	128,092	0	0
Other Outgo	10,939	0	0
Direct Support/Indirect Costs			
Total Expenditures	6,715,883	6,730,316	6,877,309
Operating Surplus (Deficit)	542,607	528,174	381,181
Other Financing Sources & Transfers In(Positive figure)			
Other Financing Uses & Transfers Out (Neg Figure)			
Current Yr Inc(Dec) in Fund Balance	542,607	528,174	381,181
Beginning Fund Balance	7,038,598	7,581,205	8,109,379
Audit Adjustments/Restatements			
Ending Balance	7,581,205	8,109,379	8,490,560
Restricted Balance	258,360	258,360	258,360
Required Reserve	201,476	201,909	206,319
Unrestricted Balance (Incl Revolving)	7,121,369	7,649,109	8,025,880
Comments (Major changes):			

Mission Valley ROP
Public Disclosure of Collective Bargaining Agreement
In Accordance with AB 1200 (Chapter 1213/1991), GC 3547.5

J. Salary Notification Requirement

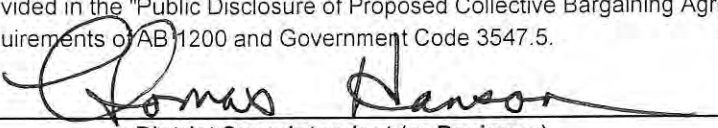
The following section is applicable and should be completed when any Salary/Benefit Negotiations are settled after the district's final budget has been adopted.

Comparison of Proposed Agreement to Change in District Base Revenue Limit

- | | | |
|---|----------|---------------|
| (a) Current Year Base Revenue Limit (BRL) per ADA:
(obtain from the FY _____ County Office-provided Revenue Limit or+B263
Form RL, Line 3 | \$ _____ | - (Estimated) |
| (b) Prior Year Base Revenue Limit per ADA:
(Form RL, Line 1) | \$ _____ | - (Actual) |
| (c) Amount of Current Year Increase: (a) minus (b) | \$ _____ | - |
| (d) Percentage Increase in BRL per ADA: (c) divided by (b) | _____ | 0.00% |
| (e) Indicate Total Settlement Percentage Increase from Section A,
line 5, Page 1 for current year | _____ | 2.00% |

K. Certification

The disclosure document must be signed by the district Superintendent or designee at the time of public disclosure and by the President or Clerk of the Governing Board at the time of formal board action on the proposed agreement.

<p>The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code 3547.5.</p>	
<div style="text-align: center;"> _____ District Superintendent (or Designee) (Signature)</div>	<div style="text-align: right;">12/6/13 _____ Date</div>
<p>After public disclosure of the major provisions contained in this summary, the Governing Board, at its meeting on <u>December 18, 2013</u>, took action to approve the proposed Agreement with the <u>Certificated Teachers, Classified Employees, and Management</u> Bargaining Unit.</p>	
<div style="text-align: center;">_____ President (or Clerk), Governing Board (Signature)</div>	<div style="text-align: right;">_____ Date</div>

Special Note: The Alameda County Office of Education reserves the right to ask any additional questions or request any additional information we feel is necessary to review the district properly under AB 1200, including a copy of the Tentative Agreement.



Business and Finance #3

<u> X </u>	Information
<u> X </u>	Action
<u> </u>	Presentation

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM
BOARD OF EDUCATION

A G E N D A I T E M

Business & Finance #3

DATE OF BOARD MEETING: December 18, 2013

TITLE: Certification of
 First Interim Financial Report

Background:

The District is required to certify to the State twice a year as to the fiscal stability of the District. These certifications are based upon financial data as of October 31 and January 31 and are termed, respectively, the First Interim and Second Interim Financial Report(s).

The Certification of Financial Condition may take one of three forms:

- A. Positive Certification
 The District will be able to meet its financial obligations for the current fiscal year and subsequent two years.
- B. Qualified Certification
 The District may not meet its financial obligations for the current fiscal year or subsequent two years.
- C. Negative Certification
 The District will be unable to meet its financial obligations for the remainder of the fiscal year or for the subsequent fiscal year.

Current Status:

Based upon the First Interim Report Standards and Criteria as set forth by the State, the District can make a **Positive Certification** as to its financial condition.

Recommendation:

Staff recommends accepting a Positive Certification that Mission Valley ROP will be able to meet its financial obligations for the current fiscal year and subsequent two years.

Marie dela Cruz, 657-1865	ROP Center	Bus. Svcs.	Thomas Hanson
Staff Contact Person	Department	Division	Superintendent

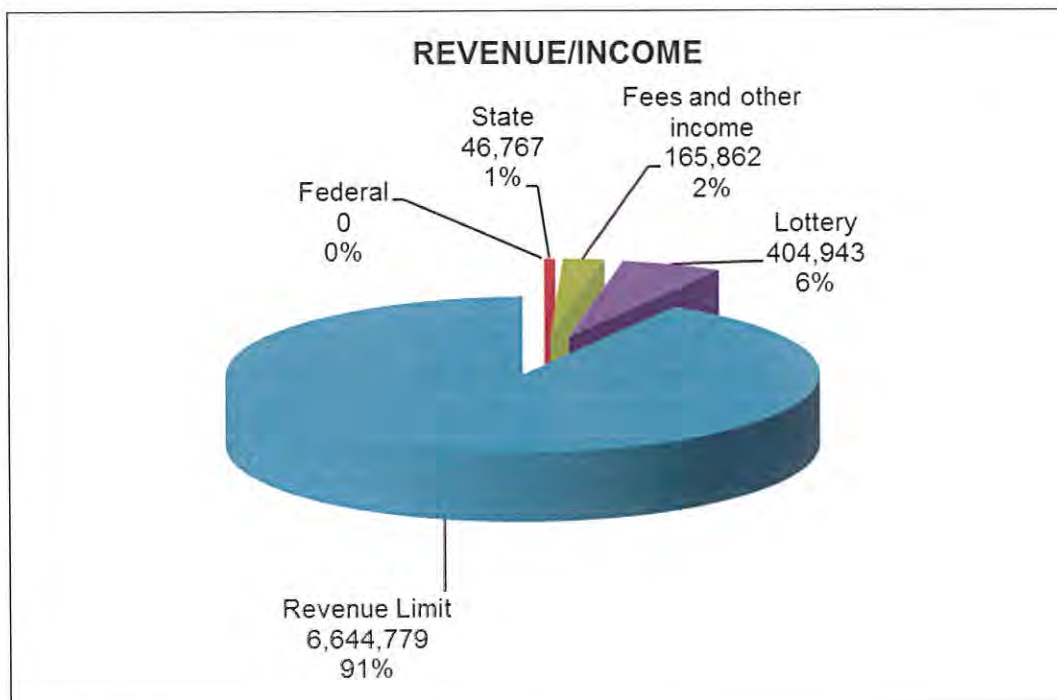
MISSION VALLEY ROP FIRST INTERIM FINANCIAL REPORT 2013-14

The 2013-14 First Interim Financial Report reviews the financial condition of Mission Valley ROP for the period of July 1, 2013 thru October 31, 2013. The report includes an analysis of our current and adopted budget, and projections for the current year and two subsequent fiscal years. As part of the review, MVROP must also certify whether it will be able or unable to meet its financial obligations for the current year and subsequent two years.

I. REVENUE/INCOME

Projected revenues for the year are \$7,262,351 which is 11.15% higher than the Adopted Budget. The increase is mainly due to adjustments made in the 2013-14 Advance Principal Apportionment. The apportionment was based on the Second Principal Apportionment (P-2) from the preceding fiscal year (2012-13), certified on June 26, 2013, which included excess property taxes. Actual final funding under the new LCFF formula may differ from the Advance Apportionment. The 2013-14 P-2 apportionment will be certified on or before July 2, 2014.

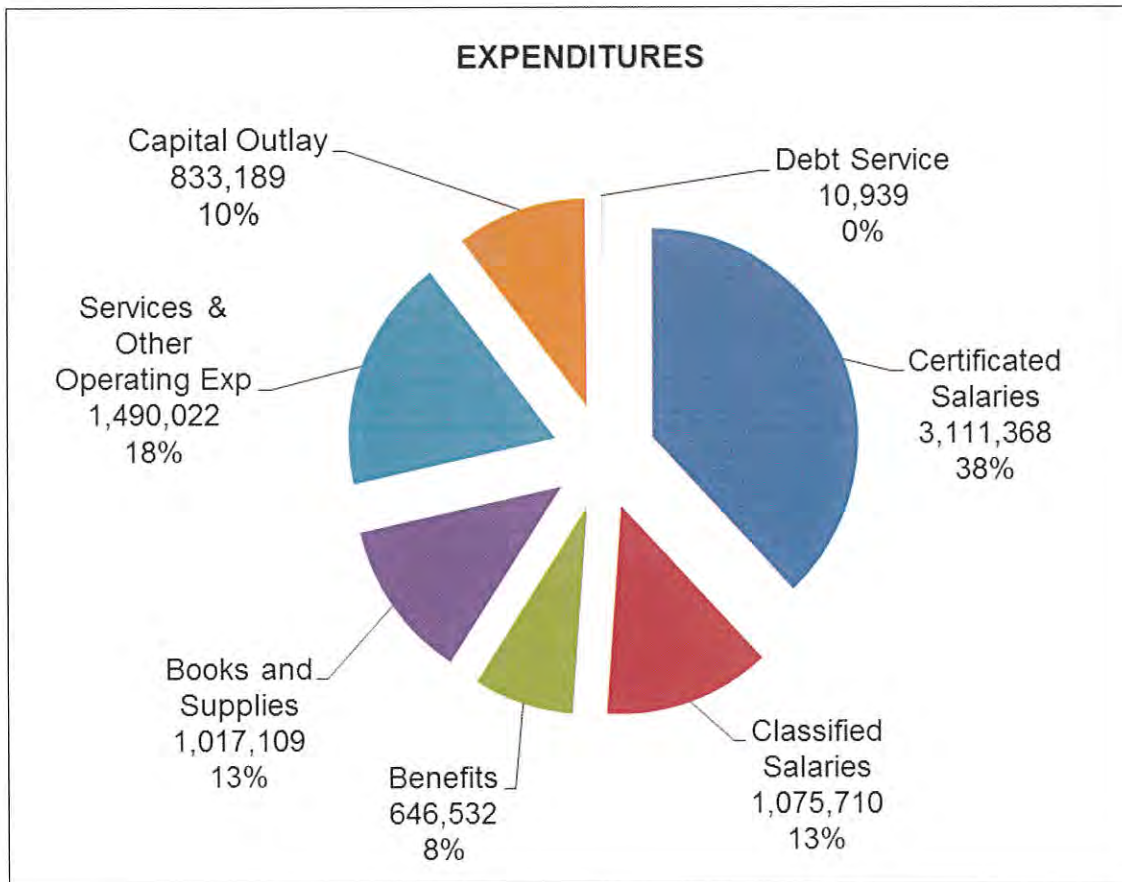
<u>Revenue</u>	Adopted Budget	1st Interim	Change	%
Federal	0	0	0	0.00%
State	46,768	46,767	(1)	0.00%
Fees and other income	162,000	165,862	3,862	2.38%
Lottery	404,943	404,943	0	0.00%
Revenue Limit	5,920,183	6,644,779	724,596	12.24%
Total	6,533,894	7,262,351	728,457	11.15%



II. EXPENDITURES

Projected expenditures for the year are \$8,184,869, a 23% increase compared to the Adopted Budget. The Reserve Allocation Plan, approved by the Board on November 20, 2013, has been incorporated into the expenditure budget. The Plan includes expenditures in instructional program enhancements, facility improvements and repairs, instructional materials, supplies and equipment.

<u>Expenditures</u>	<u>Adopted Budget</u>	<u>1st Interim</u>	<u>Change</u>	<u>%</u>
Certificated Salaries	3,013,989	3,111,368	97,379	3.23%
Classified Salaries	1,029,039	1,075,710	46,671	4.54%
Benefits	615,229	646,532	31,303	5.09%
Books and Supplies	473,088	1,017,109	544,021	114.99%
Services & Other Operating Exp	1,388,029	1,490,022	101,993	7.35%
Capital Outlay	97,534	833,189	735,655	754.25%
Debt Service	10,939	10,939	0	0.00%
Total Expenditures	6,627,847	8,184,869	1,557,022	23.49%



III. CRITERIA AND STANDARDS

The Criteria and Standards section reviews our financial data against State established standards in nine (9) different areas. Standards are either “met” or “not met”. MVROP’s First Interim report indicates the following standards that were “not met”: (1) Salaries and Benefits, (2) Other Revenues and Expenditures and (3) Deficit Spending.

- 1) Salaries and Benefits- The ratio of salaries and benefits to total expenditures should not exceed 3% plus or minus the historical average ratio. The historical average ratio based on the past three years is 68%. Standards were not met in the current year and the 2nd subsequent year. The ratio is lower in the current year due to an increase to total expenditures which includes projects from the Reserve Allocation Plan. The ratio is slightly higher (0.7%) in the 2nd subsequent year due to a decrease in total expenditures.

Salaries & Benefits	Salaries & Benefits		Ratio	Standard	Status
	Salaries	Total Exp			
Current Year 2013-14	4,833,610	8,184,869	59.1%	65-71%	Not Met
1st Subsequent Year 2014-15	5,072,416	7,282,236	69.7%	65-71%	Met
2nd Subsequent Year 2015-16	5,252,442	7,329,073	71.7%	65-71%	Not Met

- 2) Other Revenues and Expenditures must not exceed a change of 5% in any major object category. Revenues were above standard due to the adjustment in the apportionment schedule. Expenditures were above standard due to allocations made based on the Reserve Allocation Plan.
- 3) Deficit spending occurs when total expenditures are greater than total revenues. Deficit spending as a percentage of total expenditures should not exceed 1/3 of MVROP’s available reserves for economic uncertainties as a percentage of total expenditures in any of the current fiscal year or two subsequent fiscal years. The standard was not met in the current year but met in the two subsequent years. MVROP’s deficit spending level for the current year is higher due to the Reserve Allocation Plan.

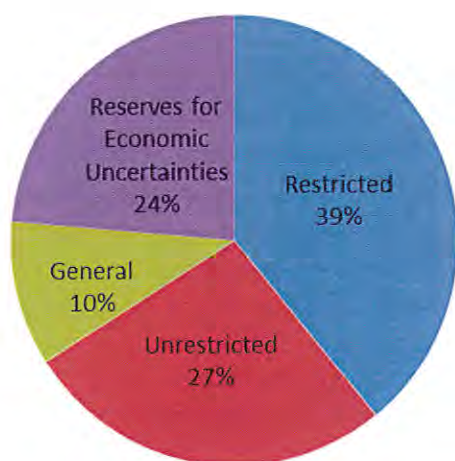
Deficit Spending	Deficit	Total Exp	Deficit %	RFEU%	Standard	Status
Current Year 2013-14	(922,518)	8,184,869	11.3%	17.6%	5.9%	Not Met
1st Subsequent Year 2014-15	(23,748)	7,282,236	0.3%	15.1%	5.0%	Met
2nd Subsequent Year 2015-16	(70,585)	7,329,073	1.0%	19.5%	6.5%	Met

- 4) All other standards were met including fund balance, cash balance and reserves.

IV. RESERVES/ FUND BALANCE

The projected ending fund balance is \$6,116,080 which is \$828,566 less than Adopted Budget. Of this amount, 27% is considered “unrestricted” and may be used for general purposes. The remaining 73% is considered “restricted” and may only be used for designated purposes. The Reserve for Economic Uncertainties is 17.6% of expenditures which is above the State required minimum of 3%. The components of the ending fund balance are as follows.

<u>Fund Balance</u>	Adopted Budget	1st Interim	Change	%
<u>Restricted:</u>				
Revolving Cash	7,500	7,500	0	0.00%
Prop 1D contingencies	200,000	200,000	0	0.00%
Equipment Reserves	703,000	703,000	0	0.00%
Building Repairs/Improvements	762,000	762,000	0	0.00%
Retiree Reserves	160,000	160,000	0	0.00%
Lottery Carryover, Unrestricted	379,340	313,922	(65,418)	-17.25%
Prop 20 Lottery Carryover	113,142	113,142	0	0.00%
DSP Carryover	135,328	135,328	0	0.00%
Grants carryover	9,891	0	(9,891)	-100.00%
One-Time Salary Payment	201,000	0	(201,000)	-100.00%
Total Restricted	2,671,201	2,394,892	(276,309)	(2)
<u>Unrestricted:</u>				
Local Income Carryover 2012-13	724,597	724,597	0	0.00%
Local Income Carryover Prior Years	1,600,017	193,517	(1,406,500)	-87.91%
Local Income 2013-14	0	724,597	724,597	
Total Unrestricted	2,324,614	1,642,711	(681,903)	
General Reserve	634,000	634,000	0	0.00%
Reserve for Economic Uncertainties	1,314,831	1,444,477	129,646	9.86%
Total Fund Balance	6,944,646	6,116,080	(828,566)	-11.93%
Reserve for Economic Uncertainties	19.84%	17.65%		



V. MULTI-YEAR PROJECTION

Projections for future years 2014-15 and 2015-16 are included in the First Interim Report. The revenue projections for 2014-15 and 2015-16 are based on 0% COLA. Projected expenditures for salaries and benefits include an increase of 3.8 Certificated FTE's and 3% step and column adjustments.

Multi-Year Projection	2013-14	2014-15	Change between 13-14 & 14-15	2015-16	Change between 14-15 & 15-16
COLA	0.00%	1.80%	1.80%	2.20%	0.40%
Revenues	7,262,351	7,258,489	(3,862)	7,258,489	0
Expenditures	8,184,869	7,282,236	(902,633)	7,329,073	46,837
Operating Budget Balance	(922,518)	(23,747)	898,771	(70,584)	(46,837)
Beginning Fund Balance/Reserves	7,038,598	6,116,080	(922,518)	6,092,333	(23,747)
Plus/Minus Budget Balance	(922,518)	(23,747)	898,771	(70,584)	(46,837)
Ending Fund Balance/Reserves	6,116,080	6,092,333	(23,747)	6,021,749	(70,584)
Reserves for Economic Uncertainties	1,444,477	1,101,132		1,425,547	
% of Expenditures	17.65%	15.12%		19.45%	

VI. CERTIFICATION

Based on our multi-year projection, the fund balance will be positive at the end of this fiscal year and subsequent two fiscal years. Mission Valley ROP is, therefore, able to make a **Positive Certification** in this 2013-14 First Interim Financial Report.

G = General Ledger Data; S = Supplemental Data

		Data Supplied For:			
		2013-14			
		Board			
		Approved			
		Operating			
		Budget			
		2013-14			
		Actuals to			
		Date			
		2013-14			
		Projected			
Form	Description	Original Budget	Operating Budget	Actuals to Date	Totals
01I	General Fund/County School Service Fund	G	G	G	GS
10I	Special Education Pass-Through Fund				
11I	Adult Education Fund				
12I	Child Development Fund				
13I	Cafeteria Special Revenue Fund				
14I	Deferred Maintenance Fund				
15I	Pupil Transportation Equipment Fund				
17I	Special Reserve Fund for Other Than Capital Outlay Projects				
18I	School Bus Emissions Reduction Fund				
20I	Special Reserve Fund for Postemployment Benefits				
21I	Building Fund				
35I	County School Facilities Fund	G	G	G	G
40I	Special Reserve Fund for Capital Outlay Projects				
61I	Cafeteria Enterprise Fund				
67I	Self-Insurance Fund				
71I	Retiree Benefit Fund				
CASH	Cashflow Worksheet				S
CHG	Change Order Form				
CI	Interim Certification				S
ICR	Indirect Cost Rate Worksheet				S
MYPI	Multiyear Projections - General Fund				GS
SIAI	Summary of Interfund Activities - Projected Year Totals				
01CSI	Criteria and Standards Review				S

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF/Revenue Limit Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	46,768.00	46,768.00	500.00	46,767.00	(1.00)	0.0%
4) Other Local Revenue		8600-8799	6,487,126.00	6,487,126.00	19,322.05	7,215,584.00	728,458.00	11.2%
5) TOTAL REVENUES			6,533,894.00	6,533,894.00	19,822.05	7,262,351.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	3,013,989.00	3,013,989.00	688,156.38	3,111,368.00	(97,379.00)	-3.2%
2) Classified Salaries		2000-2999	1,029,039.00	1,029,039.00	349,744.28	1,075,710.00	(46,671.00)	-4.5%
3) Employee Benefits		3000-3999	615,229.00	615,229.00	214,966.50	646,532.00	(31,303.00)	-5.1%
4) Books and Supplies		4000-4999	473,088.00	473,088.00	206,915.54	1,017,109.46	(544,021.46)	-115.0%
5) Services and Other Operating Expenditures		5000-5999	1,388,029.00	1,388,029.00	229,448.43	1,490,022.17	(101,993.17)	-7.3%
6) Capital Outlay		6000-6999	97,534.00	97,534.00	35,653.17	833,189.00	(735,655.00)	-754.3%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	10,939.00	10,939.00	10,838.00	10,939.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			6,627,847.00	6,627,847.00	1,735,722.30	8,184,869.63		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(93,953.00)	(93,953.00)	(1,715,900.25)	(922,518.63)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(93,953.00)	(93,953.00)	(1,715,900.25)	(922,518.63)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	7,038,597.66	7,038,597.66		7,038,597.66	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			7,038,597.66	7,038,597.66		7,038,597.66		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			7,038,597.66	7,038,597.66		7,038,597.66		
2) Ending Balance, June 30 (E + F1e)			6,944,644.66	6,944,644.66		6,116,079.03		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	7,500.00	7,500.00		7,500.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	258,359.84	258,359.84		248,469.21		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	5,363,953.94	5,363,953.94		4,415,632.94		
Prop 1D contingency	0000	9780	200,000.00					
Equipment Reserve	0000	9780	703,000.00					
Building Repairs/Improvements	0000	9780	762,000.00					
Retiree Benefits	0000	9780	160,000.00					
General Reserve	0000	9780	634,000.00					
One-Time Salary Payment	0000	9780	201,000.00					
Local Income Carryover	0000	9780	2,324,614.00					
Lottery Carryover	1100	9780	379,339.94					
Prop 1D Contingency	0000	9780		200,000.00				
Capital Equipment Replacement	0000	9780		703,000.00				
Building Repairs and Improvements	0000	9780		762,000.00				
Retiree Benefits	0000	9780		160,000.00				
Excess Property Tax Carryover	0000	9780		2,324,614.00				
General Reserve	0000	9780		634,000.00				
One-Time Salary Payment	0000	9780		201,000.00				
Lottery Carryover	1100	9780		379,339.94				
Prop 1D Contingency	0000	9780				200,000.00		
Equipment Reserves	0000	9780				703,000.00		
Building Repairs/Improvements	0000	9780				762,000.00		
Local Income Carryover	0000	9780				1,642,711.00		
General Reserve	0000	9780				634,000.00		
Retiree Reserve	0000	9780				160,000.00		
Lottery Carryover, Unrestricted	1100	9780				313,921.94		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	1,314,830.88	1,314,830.88		1,444,476.88		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
No Child Left Behind	3200, 3205, 4036	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Vocational and Applied Technology Education	3500-3699	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Safe and Drug Free Schools	3700-3799	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
Other State Apportionments								
Home-to-School Transportation	7230	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Transportation	7240	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	46,768.00	46,768.00	500.00	46,767.00	(1.00)	0.0%
TOTAL, OTHER STATE REVENUE			46,768.00	46,768.00	500.00	46,767.00	(1.00)	0.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	20,000.00	20,000.00	394.91	20,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
In-District Premiums/Contributions		8674	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Services	7230, 7240	8677	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	142,000.00	142,000.00	1,585.00	142,000.00	0.00	0.0%
Other Local Revenue								
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	0.00	0.00	3,394.49	3,862.00	3,862.00	New
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
All Other Transfers In		8781-8783	6,325,126.00	6,325,126.00	13,947.65	7,049,722.00	724,596.00	11.5%
Transfers of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			6,487,126.00	6,487,126.00	19,322.05	7,215,584.00	728,458.00	11.2%
TOTAL, REVENUES			6,533,894.00	6,533,894.00	19,822.05	7,262,351.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	2,478,200.00	2,478,200.00	487,996.48	2,561,384.00	(83,184.00)	-3.4%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	535,789.00	535,789.00	200,159.90	549,984.00	(14,195.00)	-2.6%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			3,013,989.00	3,013,989.00	688,156.38	3,111,368.00	(97,379.00)	-3.2%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	43,542.00	43,542.00	7,860.14	45,209.00	(1,667.00)	-3.8%
Classified Support Salaries		2200	168,297.00	168,297.00	55,649.88	174,577.00	(6,280.00)	-3.7%
Classified Supervisors' and Administrators' Salaries		2300	315,488.00	315,488.00	121,451.09	332,492.00	(17,004.00)	-5.4%
Clerical, Technical and Office Salaries		2400	472,496.00	472,496.00	162,330.22	493,623.00	(21,127.00)	-4.5%
Other Classified Salaries		2900	29,216.00	29,216.00	2,452.95	29,809.00	(593.00)	-2.0%
TOTAL, CLASSIFIED SALARIES			1,029,039.00	1,029,039.00	349,744.28	1,075,710.00	(46,671.00)	-4.5%
EMPLOYEE BENEFITS								
STRS		3101-3102	235,550.00	235,550.00	86,759.41	249,810.00	(14,260.00)	-6.1%
PERS		3201-3202	118,246.00	118,246.00	42,343.04	123,776.00	(5,530.00)	-4.7%
OASDI/Medicare/Alternative		3301-3302	113,947.00	113,947.00	35,877.42	119,462.00	(5,515.00)	-4.8%
Health and Welfare Benefits		3401-3402	36,139.00	36,139.00	7,488.49	36,637.00	(498.00)	-1.4%
Unemployment Insurance		3501-3502	2,781.00	2,781.00	480.18	2,873.00	(92.00)	-3.3%
Workers' Compensation		3601-3602	89,730.00	89,730.00	32,486.38	95,138.00	(5,408.00)	-6.0%
OPEB, Allocated		3701-3702	15,369.00	15,369.00	8,822.31	15,369.00	0.00	0.0%
OPEB, Active Employees		3751-3752	3,267.00	3,267.00	675.69	3,267.00	0.00	0.0%
PERS Reduction		3801-3802	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	200.00	200.00	33.58	200.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			615,229.00	615,229.00	214,966.50	646,532.00	(31,303.00)	-5.1%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	40,289.00	40,289.00	4,448.47	40,948.00	(659.00)	-1.6%
Books and Other Reference Materials		4200	0.00	0.00	0.00	2,945.00	(2,945.00)	New
Materials and Supplies		4300	393,799.00	393,799.00	67,139.42	772,688.46	(378,889.46)	-96.2%
Noncapitalized Equipment		4400	39,000.00	39,000.00	135,327.65	200,528.00	(161,528.00)	-414.2%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			473,088.00	473,088.00	206,915.54	1,017,109.46	(544,021.46)	-115.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	43,335.00	43,335.00	12,130.38	71,767.17	(28,432.17)	-65.6%
Dues and Memberships		5300	10,250.00	10,250.00	12,138.54	15,145.00	(4,895.00)	-47.8%
Insurance		5400-5450	80,000.00	80,000.00	47,376.00	47,376.00	32,624.00	40.8%
Operations and Housekeeping Services		5500	149,695.00	149,695.00	33,989.88	149,695.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	408,436.00	408,436.00	50,206.01	553,348.00	(144,912.00)	-35.5%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	683,063.00	683,063.00	71,933.06	631,979.00	51,084.00	7.5%
Communications		5900	13,250.00	13,250.00	1,674.56	20,712.00	(7,462.00)	-56.3%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,388,029.00	1,388,029.00	229,448.43	1,490,022.17	(101,993.17)	-7.3%
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	76,534.00	76,534.00	0.00	776,534.00	(700,000.00)	-914.6%
Equipment		6400	21,000.00	21,000.00	35,653.17	56,655.00	(35,655.00)	-169.8%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			97,534.00	97,534.00	35,653.17	833,189.00	(735,655.00)	-754.3%
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	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	1,066.00	1,066.00	1,066.78	1,066.00	0.00	0.0%
Other Debt Service - Principal		7439	9,873.00	9,873.00	9,771.22	9,873.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			10,939.00	10,939.00	10,838.00	10,939.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			6,627,847.00	6,627,847.00	1,735,722.30	8,184,869.63		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Deferred Maintenance Fund		7615	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Restricted Balances		8997	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2013/14 Projected Year Totals
6300	Lottery: Instructional Materials	113,141.60
6355	ROCP: Direct Support Professional Training Program	135,327.61
Total, Restricted Balance		<u>248,469.21</u>

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

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.00	0.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,179.04	1,179.04		1,179.04	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,179.04	1,179.04		1,179.04		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,179.04	1,179.04		1,179.04		
2) Ending Balance, June 30 (E + F1e)			1,179.04	1,179.04		1,179.04		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	1,179.04	1,179.04		1,179.04		
Carryover	0000	9780	1,179.04					
Facilities Fund Carryover	0000	9780		1,179.04				
Carryover	0000	9780				1,179.04		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
School Facilities Apportionments		8545	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, REVENUES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CLASSIFIED SALARIES								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
PERS Reduction		3801-3802	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.00	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Other Transfers Out								
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL EXPENDITURES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
To: State School Building Fund/ County School Facilities Fund From: All Other Funds		8913	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Proceeds								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c + e)			0.00	0.00	0.00	0.00		

Resource	Description	2013/14 Projected Year Totals
Total, Restricted Balance		0.00

	Object	July	August	September	October	November	December	January	February
ACTUALS THROUGH THE MONTH OF (Enter Month Name)									
A. BEGINNING CASH		3,764,725.00	5,143,873.00	6,133,919.00	5,650,516.00	5,243,913.00	4,801,138.00	5,020,308.00	5,001,860.00
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenue	8100-8299			500.00				7,700.00	7,700.00
Other State Revenue	8300-8599			4,694.00	13,948.00	4,182.00	700,000.00	700,000.00	700,000.00
Other Local Revenue	8600-8799		680.00						
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
TOTAL RECEIPTS		0.00	680.00	5,194.00	13,948.00	4,182.00	700,000.00	707,700.00	707,700.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	45,027.00	174,430.00	233,434.00	235,265.00	238,206.00	238,206.00	238,206.00	238,206.00
Classified Salaries	2000-2999	64,715.00	118,423.00	82,268.00	84,339.00	82,208.00	82,208.00	82,208.00	82,208.00
Employee Benefits	3000-3999	21,691.00	49,362.00	86,021.00	57,893.00	55,734.00	55,734.00	55,734.00	55,734.00
Books and Supplies	4000-4999	698.00	49,613.00	42,286.00	114,319.00	14,873.00	100,000.00	100,000.00	100,000.00
Services	5000-5999	81,096.00	43,228.00	55,696.00	49,428.00	55,951.00	55,951.00	150,000.00	150,000.00
Capital Outlay	6000-6599	0.00	23,056.00	0.00	12,597.00	0.00	20,000.00	100,000.00	100,000.00
Other Outgo	7000-7499	10,838.00		0.00	0.00	0.00	0.00	0.00	0.00
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
TOTAL DISBURSEMENTS		224,065.00	458,112.00	499,705.00	553,841.00	446,972.00	552,099.00	726,148.00	726,148.00
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199	1,395.00							
Accounts Receivable	9200-9299	1,720,566.00	1,468,909.00	4,830.00	134,206.00	0.00	87,823.00		
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330			10,066.00					
Other Current Assets	9340								
SUBTOTAL ASSETS		1,721,961.00	1,468,909.00	14,896.00	134,206.00	0.00	87,823.00	0.00	0.00
Liabilities									
Accounts Payable	9500-9599	118,748.00	21,431.00	3,788.00	916.00	(15.00)	16,554.00		
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
SUBTOTAL LIABILITIES		118,748.00	21,431.00	3,788.00	916.00	(15.00)	16,554.00	0.00	0.00
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS									
E. NET INCREASE/DECREASE									
(B - C + D)		1,603,213.00	1,447,478.00	11,108.00	133,290.00	15.00	71,269.00	0.00	0.00
F. ENDING CASH (A + E)		1,379,148.00	990,046.00	(483,403.00)	(406,603.00)	(442,775.00)	219,170.00	(18,448.00)	(18,448.00)
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS		5,143,873.00	6,133,919.00	5,650,516.00	5,243,913.00	4,801,138.00	5,020,308.00	5,001,860.00	4,983,412.00

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ACTUALS THROUGH THE MONTH OF (Enter Month Name)									
A. BEGINNING CASH		4,983,412.00	4,964,964.00	4,946,516.00	4,928,068.00				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019								0.00
Property Taxes	8020-8079								0.00
Miscellaneous Funds	8080-8099								0.00
Federal Revenue	8100-8299								0.00
Other State Revenue	8300-8599	7,700.00	7,700.00	7,700.00	7,767.00			46,767.00	46,767.00
Other Local Revenue	8600-8799	700,000.00	700,000.00	700,000.00	700,000.00	2,292,080.00		7,215,584.00	7,215,584.00
Interfund Transfers In	8910-8929								0.00
All Other Financing Sources	8930-8979								0.00
TOTAL RECEIPTS		707,700.00	707,700.00	707,700.00	707,767.00	2,292,080.00	0.00	7,262,351.00	7,262,351.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	238,206.00	238,206.00	238,206.00	476,412.00	279,358.00		3,111,368.00	3,111,368.00
Classified Salaries	2000-2999	82,208.00	82,208.00	82,208.00	150,509.00			1,075,710.00	1,075,710.00
Employee Benefits	3000-3999	55,734.00	55,734.00	55,734.00	41,427.00			646,532.00	646,532.00
Books and Supplies	4000-4999	100,000.00	100,000.00	100,000.00	195,320.00			1,017,109.00	1,017,109.46
Services	5000-5999	150,000.00	150,000.00	150,000.00	398,672.00			1,490,022.00	1,490,022.17
Capital Outlay	6000-6599	100,000.00	100,000.00	100,000.00	100,000.00	177,536.00		833,189.00	833,189.00
Other Outgo	7000-7499	0.00	0.00	0.00	101.00			10,939.00	10,939.00
Interfund Transfers Out	7600-7629							0.00	0.00
All Other Financing Uses	7630-7699							0.00	0.00
TOTAL DISBURSEMENTS		726,148.00	726,148.00	726,148.00	1,362,441.00	456,894.00	0.00	8,184,869.00	8,184,869.63
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199							1,395.00	
Accounts Receivable	9200-9299							3,416,334.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							10,066.00	
Other Current Assets	9340							0.00	
SUBTOTAL ASSETS		0.00	0.00	0.00	0.00	0.00	0.00	3,427,795.00	
Liabilities									
Accounts Payable	9500-9599							161,422.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Deferred Revenues	9650							0.00	
SUBTOTAL LIABILITIES		0.00	0.00	0.00	0.00	0.00	0.00	161,422.00	
Nonoperating									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET									
TRANSACTIONS									
E. NET INCREASE/DECREASE									
(B - C + D)		(18,448.00)	(18,448.00)	(18,448.00)	(654,674.00)	1,835,186.00	0.00	2,343,855.00	(922,518.63)
F. ENDING CASH (A + E)		4,964,964.00	4,946,516.00	4,928,068.00	4,273,394.00				
G. ENDING CASH, PLUS CASH									
ACCRUALS AND ADJUSTMENTS								6,108,580.00	

	Object	July	August	September	October	November	December	January	February
ACTUALS THROUGH THE MONTH OF (Enter Month Name):									
A. BEGINNING CASH		4,273,394.00	4,273,394.00	4,273,394.00	4,273,394.00	4,273,394.00	4,273,394.00	4,273,394.00	4,273,394.00
B. RECEIPTS									
LCFF/Revenue Limit Sources	8010-8019								
Principal Apportionment	8020-8079								
Property Taxes	8080-8099								
Miscellaneous Funds	8100-8299								
Federal Revenue	8300-8599								
Other State Revenue	8600-8799								
Other Local Revenue	8910-8929								
Interfund Transfers In	8930-8979								
All Other Financing Sources									
TOTAL RECEIPTS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Books and Supplies	4000-4999								
Services	5000-5999								
Capital Outlay	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
TOTAL DISBURSEMENTS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199								
Accounts Receivable	9200-9299								
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330								
Other Current Assets	9340								
SUBTOTAL ASSETS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities									
Accounts Payable	9500-9599								
Due To Other Funds	9610								
Current Loans	9640								
Deferred Revenues	9650								
SUBTOTAL LIABILITIES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET TRANSACTIONS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E. NET INCREASE/DECREASE									
(B - C + D)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
F. ENDING CASH (A + E)		4,273,394.00	4,273,394.00	4,273,394.00	4,273,394.00	4,273,394.00	4,273,394.00	4,273,394.00	4,273,394.00
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS									

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ACTUALS THROUGH THE MONTH OF (Enter Month Name):									
A. BEGINNING CASH		4,273,394.00	4,273,394.00	4,273,394.00	4,273,394.00				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019							0.00	
Property Taxes	8020-8079							0.00	
Miscellaneous Funds	8080-8099							0.00	
Federal Revenue	8100-8299							0.00	
Other State Revenue	8300-8599							0.00	
Other Local Revenue	8600-8799							0.00	
Interfund Transfers In	8910-8929							0.00	
All Other Financing Sources	8930-8979							0.00	
TOTAL RECEIPTS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999							0.00	
Classified Salaries	2000-2999							0.00	
Employee Benefits	3000-3999							0.00	
Books and Supplies	4000-4999							0.00	
Services	5000-5999							0.00	
Capital Outlay	6000-6599							0.00	
Other Outgo	7000-7499							0.00	
Interfund Transfers Out	7600-7629							0.00	
All Other Financing Uses	7630-7699							0.00	
TOTAL DISBURSEMENTS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199							0.00	
Accounts Receivable	9200-9299							0.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340							0.00	
SUBTOTAL ASSETS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Liabilities									
Accounts Payable	9500-9599							0.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Deferred Revenues	9650							0.00	
SUBTOTAL LIABILITIES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Nonoperating									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET TRANSACTIONS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
E. NET INCREASE/DECREASE (B - C + D)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
F. ENDING CASH (A + E)		4,273,394.00	4,273,394.00	4,273,394.00	4,273,394.00				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								4,273,394.00	

NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was based upon and reviewed using the state-adopted Criteria and Standards. (Pursuant to Education Code (EC) sections 33129, 41023, and 42130)

Signed: _____ Date: _____
JPA Administrator or Designee

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

To the County Superintendent of Schools:

This interim report and certification of financial condition are hereby filed by the governing board of the JPA. (Pursuant to EC sections 41023 and 42131)

Meeting Date: December 18, 2013 Signed: _____
President of the Governing Board

CERTIFICATION OF FINANCIAL CONDITION

X POSITIVE CERTIFICATION

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

QUALIFIED CERTIFICATION

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

NEGATIVE CERTIFICATION

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

Contact person for additional information on the interim report:

Name: Marie dela Cruz Telephone: 510-492-5145
Title: Director of Business Services E-mail: mdelacruz@mvrop.org

Criteria and Standards Review Summary

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

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	This criterion is not checked for JPAs.	n/a	

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	This criterion is not checked for JPAs.	n/a	
3	ADA to Enrollment	This criterion is not checked for JPAs.	n/a	
4	LCFF/Revenue Limit	This criterion is not checked for JPAs.	n/a	
5	Salaries and Benefits	Projected ratio of total salaries and benefits to total general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.		X
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
7a	Deferred Maintenance	AB 97 (Chapter 47, Statutes of 2013) eliminated the Deferred Maintenance program under the Local Control Funding Formula. This section has been inactivated.		
7b	Ongoing and Major Maintenance Account	This criterion is not checked for JPAs.	n/a	
8	Deficit Spending	Deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.		X
9a	Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years.	X	

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

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the JPA have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2012-13) annual payment?		X
		• If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?	X	
S7a	Postemployment Benefits Other than Pensions	Does the JPA provide postemployment benefits other than pensions (OPEB)?		X
		• If yes, have there been changes since budget adoption in OPEB liabilities?		X
S7b	Other Self-insurance Benefits	Does the JPA operate any self-insurance programs (e.g., workers' compensation)?	X	
		• If yes, have there been changes since budget adoption in self-insurance liabilities?	n/a	
S8	Status of Labor Agreements	As of first interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)		X
		• Classified? (Section S8B, Line 1b)		X
		• Management/supervisor/confidential? (Section S8C, Line 1b)		X
S9	Status of Other Funds	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	

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

Part I - General Administrative Share of Plant Services Costs

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

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

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 7200-7700, goals 0000 and 9000) 341,420.00
2. Contracted general administrative positions not paid through payroll
 - a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800. _____
 - b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

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B. Salaries and Benefits - All Other Activities

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) 4,476,821.00

C. Percentage of Plant Services Costs Attributable to General Administration

(Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 7.63%

Part II - Adjustments for Employment Separation Costs

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

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

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

A. Normal Separation Costs (optional)

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

B. Abnormal or Mass Separation Costs (required)

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

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

A. Indirect Costs

1. Other General Administration, less portion charged to restricted resources or specific goals (Functions 7200-7600, objects 1000-5999, minus Line B9)	462,723.00
2. Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	182,951.00
3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999)	0.00
4. Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000-5999)	0.00
5. Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	40,035.68
6. Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C)	20,634.27
7. Adjustment for Employment Separation Costs	
a. Plus: Normal Separation Costs (Part II, Line A)	0.00
b. Less: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
8. Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	706,343.95
9. Carry-Forward Adjustment (Part IV, Line F)	0.00
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	706,343.95

B. Base Costs

1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	4,328,510.63
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	978,618.00
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 5100)	199,501.00
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	0.00
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	0.00
6. Enterprise (Function 6000, objects 1000-5999 except 5100)	0.00
7. Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	393,288.00
8. External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000-5999, minus Part III, Line A3)	0.00
9. Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	0.00
10. Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	0.00
11. Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	484,678.32
12. Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	249,801.73
13. Adjustment for Employment Separation Costs	
a. Less: Normal Separation Costs (Part II, Line A)	0.00
b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
14. Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
15. Child Development (Fund 12, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
16. Cafeteria (Funds 13 and 61, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
17. Foundation (Funds 19 and 57, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
18. Total Base Costs (Lines B1 through B12 and Lines B13b through B17, minus Line B13a)	6,634,397.68

C. Straight Indirect Cost Percentage Before Carry-Forward Adjustment

(For information only - not for use when claiming/recovering indirect costs) (Line A8 divided by Line B18)	10.65%
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D. Preliminary Proposed Indirect Cost Rate

(For final approved fixed-with-carry-forward rate for use in 2014-15 see www.cde.ca.gov/fg/ac/ic/) (Line A10 divided by Line B18)	10.65%
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Part IV - Carry-forward Adjustment

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

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

A. Indirect costs incurred in the current year (Part III, Line A8)	<u>706,343.95</u>
B. Carry-forward adjustment from prior year(s)	
1. Carry-forward adjustment from the second prior year	<u>0.00</u>
2. Carry-forward adjustment amount deferred from prior year(s), if any	<u>0.00</u>
C. Carry-forward adjustment for under- or over-recovery in the current year	
1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (0%) times Part III, Line B18); zero if negative	<u>0.00</u>
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (0%) times Part III, Line B18) or (the highest rate used to recover costs from any program (0%) times Part III, Line B18); zero if positive	<u>0.00</u>
D. Preliminary carry-forward adjustment (Line C1 or C2)	<u>0.00</u>
E. Optional allocation of negative carry-forward adjustment over more than one year	
Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.	
Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	<u>not applicable</u>
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	<u>not applicable</u>
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	<u>not applicable</u>
LEA request for Option 1, Option 2, or Option 3	<u>1</u>
F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)	<u>0.00</u>

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

<u>Fund</u>	<u>Resource</u>	<u>Eligible Expenditures (Objects 1000-5999 except Object 5100)</u>	<u>Indirect Costs Charged (Objects 7310 and 7350)</u>	<u>Rate Used</u>
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Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2014-15 Projection (C)	% Change (Cols. E-C/C) (D)	2015-16 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099					
2. Federal Revenues	8100-8299	0.00	0.00%	0.00	0.00%	0.00
3. Other State Revenues	8300-8599	46,767.00	0.00%	46,767.00	0.00%	46,767.00
4. Other Local Revenues	8600-8799	7,215,584.00	-0.05%	7,211,722.00	0.00%	7,211,722.00
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)		7,262,351.00	-0.05%	7,258,489.00	0.00%	7,258,489.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				3,111,368.00		3,365,610.04
b. Step & Column Adjustment				93,341.04		100,968.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				160,901.00		
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	3,111,368.00	8.17%	3,365,610.04	3.00%	3,466,578.04
2. Classified Salaries						
a. Base Salaries				1,075,710.00		1,058,982.30
b. Step & Column Adjustment				32,271.30		31,769.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				(48,999.00)		
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	1,075,710.00	-1.56%	1,058,982.30	3.00%	1,090,751.30
3. Employee Benefits	3000-3999	646,532.00	0.20%	647,824.00	7.30%	695,112.00
4. Books and Supplies	4000-4999	1,017,109.46	-42.33%	586,609.00	0.00%	586,609.00
5. Services and Other Operating Expenditures	5000-5999	1,490,022.17	0.00%	1,490,022.00	0.00%	1,490,022.00
6. Capital Outlay	6000-6999	833,189.00	-84.01%	133,189.00	-100.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	10,939.00	-100.00%	0.00	0.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section G below)						
11. Total (Sum lines B1 thru B10)		8,184,869.63	-11.03%	7,282,236.34	0.64%	7,329,072.34
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)						
		(922,518.63)		(23,747.34)		(70,583.34)
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 011, line F1e)		7,038,597.66		6,116,079.03		6,092,331.69
2. Ending Fund Balance (Sum lines C and D1)		6,116,079.03		6,092,331.69		6,021,748.35
3. Components of Ending Fund Balance (Form 011) (Enter estimated projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
a. Nonspendable	9710-9719	7,500.00		7,500.00		7,500.00
b. Restricted	9740	248,469.21		248,469.21		248,469.21
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	4,415,632.94		4,735,230.48		4,340,232.14
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	1,444,476.88		1,101,132.00		1,425,547.00
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		6,116,079.03		6,092,331.69		6,021,748.35

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2014-15 Projection (C)	% Change (Cols. E-C/C) (D)	2015-16 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	1,444,476.88		1,101,132.00		1,425,547.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
d. Negative Restricted Ending Balances						
(Negative resources 2000-9999) (Enter projections)	979Z			0.00		0.00
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		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)		1,444,476.88		1,101,132.00		1,425,547.00
4. Total Available Reserves - by Percent (Line E3 divided by Line F2)		17.65%		15.12%		19.45%
F. RECOMMENDED RESERVES						
1. JPA ADA						
Used to determine the reserve standard percentage level on Line F5 (Enter ADA for current and two subsequent years, if applicable)		1,200.00		1,200.00		1,200.00
2. Total Expenditures and Other Financing Uses (Line B11)		8,184,869.63		7,282,236.34		7,329,072.34
3. Less: Special Education Pass-through (Not applicable for JPAs)		N/A		N/A		N/A
4. Sub-Total (Line F2 minus F3)		8,184,869.63		7,282,236.34		7,329,072.34
5. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details)		3%		3%		3%
6. Reserve Standard - By Percent (Line F4 times F5)		245,546.09		218,467.09		219,872.17
7. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details)		0.00		0.00		0.00
8. Reserve Standard (Greater of Line F6 or F7)		245,546.09		218,467.09		219,872.17
9. Available Reserves (Line E3) Meet the Reserve Standard (Line F8)		YES		YES		YES
G. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
2014-15 salaries reduced by one-time payment made in 2013-14 and increase in 3.8 certificated FTE's						

Provide methodology and assumptions used to estimate revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments). Deviations from the standards must be explained and may affect the interim certification.

Note: This form is the same as the school district criteria and standards review except for the average daily attendance, enrollment, ADA to enrollment, LCFF/revenue limit, and ongoing and major maintenance account criteria, which are not applicable to JPAs, and the salaries and benefits and deficit spending criteria which measure unrestricted expenditures for districts but total expenditures for JPAs. The criteria and standards review should be completed only to the extent that individual components apply to each JPA, and with concurrence from the reviewing agency.

CRITERIA AND STANDARDS

1. **CRITERION: Average Daily Attendance**

This criterion is not checked for JPAs.

2. **CRITERION: Enrollment**

This criterion is not checked for JPAs.

3. **CRITERION: ADA to Enrollment**

This criterion is not checked for JPAs.

4. **CRITERION: LCFF/Revenue Limit**

This criterion is not checked for JPAs.

5. CRITERION: Salaries and Benefits

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

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

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

Fiscal Year	Unaudited Actuals		
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	Ratio of Salaries and Benefits to Total Expenditures
Third Prior Year (2010-11)	4,586,999.72	7,463,517.93	61.5%
Second Prior Year (2011-12)	4,481,628.74	6,339,717.76	70.7%
First Prior Year (2012-13)	4,213,966.43	5,872,623.81	71.8%
	Historical Average Ratio:		68.0%

	Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
JPA's Reserve Standard Percentage (Criterion 10B, Line 4):	3.0%	3.0%	3.0%
JPA's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the JPA's reserve standard percentage):	65.0% to 71.0%	65.0% to 71.0%	65.0% to 71.0%

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

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

Fiscal Year	Projected Year Totals			Status
	Salaries and Benefits (Form 011, Objects 1000-3999) (Form MYPI, Lines B1-B3)	Total Expenditures (Form 011, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10)	Ratio of Salaries and Benefits to Total Expenditures	
Current Year (2013-14)	4,833,610.00	8,184,869.63	59.1%	Not Met
1st Subsequent Year (2014-15)	5,072,416.34	7,282,236.34	69.7%	Met
2nd Subsequent Year (2015-16)	5,252,441.34	7,329,072.34	71.7%	Not Met

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

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

- 1a. **STANDARD NOT MET** - Projected ratio of salary and benefit costs to total expenditures has changed by more than the standard in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard and a description of the methods and assumptions used in projecting salaries and benefits.

Explanation:
(required if NOT met)

Total expenditures in 2013-14 include one-time projects. Salaries in 2014-15 and 2015-16 include an increase in 3.8 certificated FTE's

6. CRITERION: Other Revenues and Expenditures

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

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

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

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

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

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

Object Range / Fiscal Year	Budget Adoption Budget (Form 01CS, Item 6B)	First Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change Is Outside Explanation Range
Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)				
Current Year (2013-14)	0.00	0.00	0.0%	No
1st Subsequent Year (2014-15)	0.00	0.00	0.0%	No
2nd Subsequent Year (2015-16)	0.00	0.00	0.0%	No

Explanation
(required if Yes)

Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)				
Current Year (2013-14)	46,768.00	46,767.00	0.0%	No
1st Subsequent Year (2014-15)	46,768.00	46,767.00	0.0%	No
2nd Subsequent Year (2015-16)	46,768.00	46,767.00	0.0%	No

Explanation
(required if Yes)

Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)				
Current Year (2013-14)	6,487,126.00	7,215,584.00	11.2%	Yes
1st Subsequent Year (2014-15)	6,487,126.00	7,211,722.00	11.2%	Yes
2nd Subsequent Year (2015-16)	6,487,126.00	7,211,722.00	11.2%	Yes

Explanation
(required if Yes)

Adopted budget did not include local income from excess property tax. 2013-14 First Interim revenue is based on the first apportionment schedule which is based on 2012-13 P-2 total apportionment with includes excess property tax.

Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)				
Current Year (2013-14)	473,088.00	1,017,109.46	115.0%	Yes
1st Subsequent Year (2014-15)	473,088.00	586,609.00	24.0%	Yes
2nd Subsequent Year (2015-16)	473,088.00	586,609.00	24.0%	Yes

Explanation
(required if Yes)

Projections include one-time expenditures in current year and subsequent years.

Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)				
Current Year (2013-14)	1,388,029.00	1,490,022.17	7.3%	Yes
1st Subsequent Year (2014-15)	1,388,029.00	1,490,022.00	7.3%	Yes
2nd Subsequent Year (2015-16)	1,388,029.00	1,490,022.00	7.3%	Yes

Explanation
(required if Yes)

Projections include one-time expenditures in current year and subsequent years.

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

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Budget Adoption Budget	First Interim Projected Year Totals	Percent Change	Explanation Range
Total Federal, Other State, and Other Local Revenues (Section 6A)				
Current Year (2013-14)	6,533,894.00	7,262,351.00	11.1%	Not Met
1st Subsequent Year (2014-15)	6,533,894.00	7,258,489.00	11.1%	Not Met
2nd Subsequent Year (2015-16)	6,533,894.00	7,258,489.00	11.1%	Not Met
Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)				
Current Year (2013-14)	1,861,117.00	2,507,131.63	34.7%	Not Met
1st Subsequent Year (2014-15)	1,861,117.00	2,076,631.00	11.6%	Not Met
2nd Subsequent Year (2015-16)	1,861,117.00	2,076,631.00	11.6%	Not Met

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

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

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

Explanation:
Federal Revenue
(linked from 6A
if NOT met)

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

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

Adopted budget did not include local income from excess property tax. 2013-14 First Interim revenue is based on the first apportionment schedule which is based on 2012-13 P-2 total apportionment with includes excess property tax.

- 1b. STANDARD NOT MET - Projected total operating expenditures have changed since budget adoption by more than the standard in one or more of the current 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 projected operating expenditures within the standard must be entered in Section 6A above and will also display in the explanation box below.

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

Projections include one-time expenditures in current year and subsequent years.

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

Projections include one-time expenditures in current year and subsequent years.

7. CRITERION: Facilities Maintenance

STANDARD: Identify changes that have occurred since budget adoption in the projected contributions for facilities maintenance funding as required pursuant to Education Code sections 17584 (Deferred Maintenance) and 17070.75 (Ongoing and Major Maintenance Account).

7A. Determining the JPA's Compliance with the Contribution Requirement for EC Section 17584 - Deferred Maintenance

NOTE: AB 97 (Chapter 47, Statutes of 2013) eliminated the Deferred Maintenance program under the Local Control Funding Formula. This section has been inactivated.

7B. Determining the JPA's Compliance with the Contribution Requirement for EC Section 17070.75 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)

This criterion is not checked for JPAs.

8. CRITERION: Deficit Spending

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

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

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

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

DATA ENTRY: All data are extracted or calculated.

	Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
JPA's Available Reserve Percentage (Criterion 10C, Line 9)	17.7%	15.1%	19.5%
JPA's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):	5.9%	5.0%	6.5%

8B. Calculating the JPA's Deficit Spending Percentages

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

Fiscal Year	Projected Year Totals		Deficit Spending Level (If Net Change in Fund Balance is negative, else N/A)	Status
	Net Change in Fund Balance (Form 01I, Section E) (Form MYPI, Line C)	Total Expenditures and Other Financing Uses (Form 01I, Objects 1000-7999) (Form MYPI, Line B11)		
Current Year (2013-14)	(922,518.63)	8,184,869.63	11.3%	Not Met
1st Subsequent Year (2014-15)	(23,747.34)	7,282,236.34	0.3%	Met
2nd Subsequent Year (2015-16)	(70,583.34)	7,329,072.34	1.0%	Met

8C. Comparison of JPA Deficit Spending to the Standard

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

- 1a. **STANDARD NOT MET** - Deficit spending has exceeded the standard percentage level in any of the current year or two subsequent fiscal years. Provide reasons for the deficit spending, a description of the methods and assumptions used in balancing both the unrestricted and restricted budgets, and what changes will be made to ensure that the budget deficits are eliminated or are balanced within the standard.

Explanation:
(required if NOT met)

Current year includes one-time expenditures to support instructional programs.

9. CRITERION: Fund and Cash Balances

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

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

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

Fiscal Year	Ending Fund Balance General Fund Projected Year Totals (Form 01I, Line F2) (Form MYPI, Line D2)		Status
Current Year (2013-14)		6,116,079.03	Met
1st Subsequent Year (2014-15)		6,092,331.69	Met
2nd Subsequent Year (2015-16)		6,021,748.35	Met

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

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

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

Explanation:
(required if NOT met)

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

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

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

Fiscal Year	Ending Cash Balance General Fund (Form CASH, Line F, June Column)		Status
Current Year (2013-14)		4,273,394.00	Met

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

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

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

Explanation:
(required if NOT met)

10. CRITERION: Reserves

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

Percentage Level	JPA ADA		
5% or \$63,000 (greater of)	0	to	300
4% or \$63,000 (greater of)	301	to	1,000
3%	1,001	to	30,000
2%	30,001	to	400,000
1%	400,001	and	over

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

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

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

	Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
JPA ADA (Form MYPI, Line F1, if available; else defaults to zero and may be overwritten)	1,200	1,200	1,200
JPA's Reserve Standard Percentage Level:	3%	3%	3%

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

Special education pass-through exclusions are not applicable for JPAs.

10B. Calculating the JPA's Reserve Standard

DATA ENTRY: All data are extracted or calculated.

	Current Year Projected Year Totals (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
1. Total Expenditures and Other Financing Uses (Criterion 8, Item 8B)	8,184,869.63	7,282,236.34	7,329,072.34
2. Less: Special Education Pass-through (Not applicable for JPAs)	N/A	N/A	N/A
3. Net Expenditures and Other Financing Uses (Line B1 minus Line B2)	8,184,869.63	7,282,236.34	7,329,072.34
4. Reserve Standard Percentage Level	3%	3%	3%
5. Reserve Standard - by Percent (Line B3 times Line B4)	245,546.09	218,467.09	219,872.17
6. Reserve Standard - by Amount (\$63,000 for JPAs with less than 1,001 ADA, else 0)	0.00	0.00	0.00
7. JPA's Reserve Standard (Greater of Line B5 or Line B6)	245,546.09	218,467.09	219,872.17

10C. Calculating the JPA's Available Reserve Amount

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

Reserve Amounts	Current Year Projected Year Totals (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYPI, Line E1a)	0.00	0.00	0.00
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYPI, Line E1b)	1,444,476.88	1,101,132.00	1,425,547.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	0.00	0.00	0.00
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1d)		0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a)	0.00	0.00	0.00
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b)	0.00	0.00	0.00
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c)	0.00	0.00	0.00
8. JPA's Available Reserve Amount (Lines C1 thru C7)	1,444,476.88	1,101,132.00	1,425,547.00
9. JPA's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	17.65%	15.12%	19.45%
JPA's Reserve Standard (Section 10B, Line 7):	245,546.09	218,467.09	219,872.17
Status:	Met	Met	Met

10D. Comparison of JPA Reserve Amount to the Standard

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

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

Explanation:
(required if NOT met)

SUPPLEMENTAL INFORMATION

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

S1. Contingent Liabilities

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

No

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

S2. Use of One-time Revenues for Ongoing Expenditures

- 1a. Does your JPA have ongoing general fund expenditures funded with one-time revenues that have changed since budget adoption by more than five percent?

No

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

S3. Temporary Interfund Borrowings

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

No

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

S4. Contingent Revenues

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

No

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

S5. Contributions

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

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

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

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

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

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

Description / Fiscal Year	Budget Adoption (Form 01CS, Item S5A)	First Interim Projected Year Totals	Percent Change	Amount of Change	Status
1a. Contributions, Unrestricted General Fund This item is not applicable for JPAs.					
1b. Transfers In, General Fund *					
Current Year (2013-14)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2014-15)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2015-16)	0.00	0.00	0.0%	0.00	Met
1c. Transfers Out, General Fund *					
Current Year (2013-14)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2014-15)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2015-16)	0.00	0.00	0.0%	0.00	Met

1d. Capital Project Cost Overruns

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

No

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

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

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

1a. This item is not applicable for JPAs.

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

Explanation:
(required if NOT met)

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

Explanation:
(required if NOT met)

--

1d. NO - There have been no capital project cost overruns occurring since budget adoption that may impact the general 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 current fiscal 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 JPA's Long-term Commitments

DATA ENTRY: If Budget Adoption data exist (Form 01CS, Item S6A), long-term commitment data will be extracted and it will only be necessary to click the appropriate button for Item 1b. Extracted data may be overwritten to update long-term commitment data in Item 2, as applicable. If no Budget Adoption data exist, click the appropriate buttons for items 1a and 1b, and enter all other data, as applicable.

1. a. Does your JPA have long-term (multiyear) commitments?
(If No, skip items 1b and 2 and sections S6B and S6C) Yes
- b. If Yes to Item 1a, have new long-term (multiyear) commitments been incurred since budget adoption? No
2. If Yes to Item 1a, list (or update) 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 Item S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2013
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases	1	01-8781	01-7430	9,771
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences		01-8781	01-7430	128,571

Other Long-term Commitments (do not include OPEB)

Facilities Lease	13	01-8781	01-5624	

Type of Commitment (continued)	Prior Year (2012-13) Annual Payment (P & I)	Current Year (2013-14) Annual Payment (P & I)	1st Subsequent Year (2014-15) Annual Payment (P & I)	2nd Subsequent Year (2015-16) Annual Payment (P & I)
Capital Leases	10,838	10,838	0	0
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences	128,571	128,571	128,571	128,571

Other Long-term Commitments (continued):

Facilities Lease	261,291	270,436	279,901	289,698
Total Annual Payments:	400,700	409,845	408,472	418,269
Has total annual payment increased over prior year (2012-13)?	Yes	Yes	Yes	Yes

S6B. Comparison of the JPA's Annual Payments to Prior Year Annual Payment

DATA ENTRY: Enter an explanation if Yes.

- 1a. Yes - Annual payments for long-term commitments have increased in one or more of the current or two subsequent fiscal years. Explain how the increase in annual payments will be funded.

Increases to be funded by general fund and/or reserves

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.

S7. Unfunded Liabilities

Identify any changes in estimates for unfunded liabilities since budget adoption, and indicate whether the changes are the result of a new actuarial valuation.

S7A. Identification of the JPA's Estimated Unfunded Liability for Postemployment Benefits Other Than Pensions (OPEB)

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. Budget Adoption data that exist (Form 01CS, Item S7A) will be extracted; otherwise, enter Budget Adoption and First Interim data in items 2-4.

1. a. Does your JPA provide postemployment benefits other than pensions (OPEB)? (If No, skip items 1b-4)

Yes

- b. If Yes to Item 1a, have there been changes since budget adoption in OPEB liabilities?

Yes

- c. If Yes to Item 1a, have there been changes since budget adoption in OPEB contributions?

No

2. OPEB Liabilities

- a. OPEB actuarial accrued liability (AAL)
b. OPEB unfunded actuarial accrued liability (UAAL)

Budget Adoption (Form 01CS, Item S7A)	First Interim
483,209.00	554,593.00
483,209.00	474,514.00

- c. Are AAL and UAAL based on the JPA's estimate or an actuarial valuation?
d. If based on an actuarial valuation, indicate the date of the OPEB valuation.

Actuarial	Actuarial
Feb 05, 2010	Oct 31, 2013

3. OPEB Contributions

- a. OPEB annual required contribution (ARC) per actuarial valuation or Alternative Measurement Method
Current Year (2013-14)
1st Subsequent Year (2014-15)
2nd Subsequent Year (2015-16)

Budget Adoption (Form 01CS, Item S7A)	First Interim
60,870.00	70,355.00
60,870.00	70,355.00
60,870.00	70,355.00

- b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund)
(Funds 01-70, objects 3701-3752)
Current Year (2013-14)
1st Subsequent Year (2014-15)
2nd Subsequent Year (2015-16)

18,636.00	18,636.00
18,636.00	18,636.00
18,636.00	18,636.00

- c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)
Current Year (2013-14)
1st Subsequent Year (2014-15)
2nd Subsequent Year (2015-16)

16,274.00	12,791.00
16,274.00	12,791.00
16,274.00	12,791.00

- d. Number of retirees receiving OPEB benefits
Current Year (2013-14)
1st Subsequent Year (2014-15)
2nd Subsequent Year (2015-16)

9	10
9	10
9	10

4. Comments:

S7B. Identification of the JPA's Unfunded Liability for Self-insurance Programs

DATA ENTRY: Click the appropriate button(s) for Items 1a-1c, as applicable. Budget Adoption data that exist (Form 01CS, Item S7B) will be extracted; otherwise, enter Budget Adoption and First Interim data in items 2-4.

1. a. Does your JPA operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB, which will be covered in Section S7A) (If No, skip items 1b-4)

No

- b. If Yes to Item 1a, have there been changes since budget adoption in self-insurance liabilities?

n/a

- c. If Yes to Item 1a, have there been changes since budget adoption in self-insurance contributions?

n/a

2. Self-Insurance Liabilities

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

Budget Adoption (Form 01CS, Item S7B)	First Interim
0.00	0.00
0.00	0.00

3. Self-Insurance Contributions

- a. Required contribution (funding) for self-insurance programs
Current Year (2013-14)
1st Subsequent Year (2014-15)
2nd Subsequent Year (2015-16)

Budget Adoption (Form 01CS, Item S7B)	First Interim
0.00	0.00
0.00	0.00
0.00	0.00

- b. Amount contributed (funded) for self-insurance programs
Current Year (2013-14)
1st Subsequent Year (2014-15)
2nd Subsequent Year (2015-16)

0.00	0.00
0.00	0.00
0.00	0.00

4. Comments:

S8. Status of Labor Agreements

Analyze the status of employee labor agreements. Identify new labor agreements that have been ratified since budget adoption, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues and explain how these commitments will be funded in future fiscal years.

If salary and benefit negotiations are not finalized, upon settlement with certificated or classified staff:

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

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

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

DATA ENTRY: Click the appropriate Yes or No button for "Status of Certificated Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Certificated Labor Agreements as of the Previous Reporting Period

Were all certificated labor negotiations settled as of budget adoption?

No

If Yes or n/a, complete number of FTEs, then skip to section S8B.

If No, continue with section S8A.

Certificated (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2012-13)	Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
Number of certificated (non-management) full-time-equivalent (FTE) positions	29.9	34.5	38.3	38.3

1a. Have any salary and benefit negotiations been settled since budget adoption?

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete question 2.

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

If No, complete questions 5 and 6.

1b. Are any salary and benefit negotiations still unsettled?

Yes

If Yes, complete questions 5 and 6.

Negotiations Settled Since Budget Adoption

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:

Current Year
(2013-14)

1st Subsequent Year
(2014-15)

2nd Subsequent Year
(2015-16)

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

One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year

or

Multiyear Agreement

Total cost of salary settlement

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

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

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

26,957

6. Amount included for any tentative salary schedule increases

Current Year
(2013-14)

1st Subsequent Year
(2014-15)

2nd Subsequent Year
(2015-16)

53,914

0

0

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

1. Are costs of H&W benefit changes included in the interim and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
Yes	Yes	Yes
23,853	23,853	23,853
1.0%	1.0%	1.0%
0.0%	0.0%	0.0%

Certificated (Non-management) Prior Year Settlements Negotiated Since Budget Adoption

Are any new costs negotiated since budget adoption for prior year settlements included in the interim?

No		
----	--	--

If Yes, amount of new costs included in the interim and MYPs
If Yes, explain the nature of the new costs:

Certificated (Non-management) Step and Column Adjustments

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

Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
Yes	Yes	Yes
69,000	71,070	73,202
3.0%	3.0%	3.0%

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 interim and MYPs?

Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
Yes	Yes	Yes
Yes	Yes	Yes

Certificated (Non-management) - Other

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

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

DATA ENTRY: Click the appropriate Yes or No button for "Status of Classified Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Classified Labor Agreements as of the Previous Reporting Period

Were all classified labor negotiations settled as of budget adoption?

If Yes or n/a, complete number of FTEs, then skip to section S8C.

If No, continue with section S8B.

No

Classified (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2012-13)	Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
Number of classified (non-management) FTE positions	13.8	13.8	13.8	13.8

1a. Have any salary and benefit negotiations been settled since budget adoption?

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete question 2.

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

If No, complete questions 5 and 6.

1b. Are any salary and benefit negotiations still unsettled?

Yes

If Yes, complete questions 5 and 6.

Negotiations Settled Since Budget Adoption

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:

Current Year
(2013-14)

1st Subsequent Year
(2014-15)

2nd Subsequent Year
(2015-16)

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

One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year

or

Multiyear Agreement

Total cost of salary settlement

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

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

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

8,705

6. Amount included for any tentative salary schedule increases

Current Year
(2013-14)

1st Subsequent Year
(2014-15)

2nd Subsequent Year
(2015-16)

17,410

0

0

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

1. Are costs of H&W benefit changes included in the interim and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
Yes	Yes	Yes
7,112	7,112	7,112
1.0%	1.0%	1.0%
0.0%	0.0%	0.0%

Classified (Non-management) Prior Year Settlements Negotiated Since Budget Adoption

Are any new costs negotiated since budget adoption for prior year settlements included in the interim?

No		
----	--	--

If Yes, amount of new costs included in the interim and MYPs
If Yes, explain the nature of the new costs:

--

Classified (Non-management) Step and Column Adjustments

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

Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
Yes	Yes	Yes
20,000	20,600	21,218
3.0%	3.0%	3.0%

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

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

Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
Yes	Yes	Yes
Yes	Yes	Yes

Classified (Non-management) - Other

List other significant contract changes that have occurred since budget adoption and the cost impact of each (i.e., hours of employment, leave of absence, bonuses, etc.):

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

DATA ENTRY: Click the appropriate Yes or No button for "Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period

Were all managerial/confidential labor negotiations settled as of budget adoption?

No

If Yes or n/a, complete number of FTEs, then skip to S9.

If No, continue with section S8C.

Management/Supervisor/Confidential Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2012-13)	Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
Number of management, supervisor, and confidential FTE positions	7.0	7.0	7.0	7.0

1a. Have any salary and benefit negotiations been settled since budget adoption?

If Yes, complete question 2.

If No, complete questions 3 and 4.

No

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 3 and 4.

Yes

Negotiations Settled Since Budget Adoption

2. Salary settlement:

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

Total cost of salary settlement

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

Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)

Negotiations Not Settled

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

9,771

4. Amount included for any tentative salary schedule increases

Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
19,542	0	0

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

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
Yes	Yes	Yes
8,300	8,300	8,300
1.0%	1.0%	1.0%

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

Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
Yes	Yes	Yes
24,000	24,720	25,462
3.0%	3.0%	3.0%

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

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

Current Year (2013-14)	1st Subsequent Year (2014-15)	2nd Subsequent Year (2015-16)
Yes	Yes	Yes
10,500	10,500	10,500
0.0%	0.0%	0.0%

S9. Status of Other Funds

Analyze the status of other funds that may have negative fund balances at the end of the current fiscal year. If any other fund has a projected negative fund balance, prepare an interim report and multiyear projection for that fund. Explain plans for how and when the negative fund balance will be addressed.

S9A. Identification of Other Funds with Negative Ending Fund Balances

DATA ENTRY: Click the appropriate button in Item 1. If Yes, enter data in Item 2 and provide the reports referenced in Item 1.

1. Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?

No

If Yes, prepare and submit to the reviewing agency a report of revenues, expenditures, and changes in fund balance (e.g., an interim fund report) and a multiyear projection report for each fund.

2. If Yes, identify each fund, by name and number, that is projected to have a negative ending fund balance for the current fiscal year. Provide reasons for the negative balance(s) and explain the plan for how and when the problem(s) will be corrected.

ADDITIONAL FISCAL INDICATORS

The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review.

DATA ENTRY: Click the appropriate Yes or No button for items A2 through A9 except items A3 and A4, which are not applicable for JPAs; Item A1 is automatically completed based on data from Criterion 9.

- A1. Do cash flow projections show that the JPA will end the current fiscal year with a negative cash balance in the general fund? (Data from Criterion 9B-1, Cash Balance, are used to determine Yes or No)

No

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

Yes

- A3. Is enrollment decreasing in both the prior and current fiscal years?

n/a

- A4. Are new charter schools operating in JPA boundaries that impact the JPA's enrollment, either in the prior or current fiscal year?

n/a

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

No

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

No

- A7. Is the JPA's financial system independent of the county office system?

Yes

- A8. Does the JPA have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education.)

No

- A9. Have there been personnel changes in the JPA director or financial official positions within the last 12 months?

Yes

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

Comments:
(optional)

A9. New Superintendent as of July 1, 2013

End of Joint Powers Agency First Interim Criteria and Standards Review

Fund: 01 General Fund Resource: 0000 Unrestricted		
Description	Object	2013-14 Projected Totals
Ending Fund Balance	979Z	5,553,687.88
Components of Ending Fund Balance		
Nonspendable		
Revolving Cash	9711	7,500.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
Restricted	9740	0.00
Committed		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
Assigned		
Other Assignments	9780	4,101,711.00
Prop 1D Contingency	9780	200,000.00
Equipment Reserves	9780	703,000.00
Building Repairs/Improvements	9780	762,000.00
Local Income Carryover	9780	1,642,711.00
General Reserve	9780	634,000.00
Retiree Reserve	9780	160,000.00
Unassigned/Unappropriated		
Reserve for Economic Uncertainties	9789	1,444,476.88
Unassigned/Unappropriated	9790	0.00

Fund: 01 General Fund Resource: 1100 Lottery: Unrestricted		
Description	Object	2013-14 Projected Totals
Ending Fund Balance	979Z	313,921.94
Components of Ending Fund Balance		
Nonspendable		
Revolving Cash	9711	0.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
Restricted	9740	0.00
Committed		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
Assigned		
Other Assignments	9780	313,921.94
Lottery Carryover, Unrestricted	9780	313,921.94
Unassigned/Unappropriated		
Reserve for Economic Uncertainties	9789	0.00
Unassigned/Unappropriated	9790	0.00

Fund: 01 General Fund Resource: 6300 Lottery: Instructional Materials		
Description	Object	2013-14 Projected Totals
Ending Fund Balance	979Z	113,141.60
Components of Ending Fund Balance		
Nonspendable		
Revolving Cash	9711	0.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
Restricted	9740	113,141.60
Committed		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
Assigned		
Other Assignments	9780	0.00
Unassigned/Unappropriated		
Reserve for Economic Uncertainties	9789	0.00
Unassigned/Unappropriated	9790	0.00

Fund: 01 General Fund Resource: 6355 ROCP: Direct Support Professional Training Program		
Description	Object	2013-14 Projected Totals
Ending Fund Balance	979Z	135,327.61
Components of Ending Fund Balance		
Nonspendable		
Revolving Cash	9711	0.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
Restricted	9740	135,327.61
Committed		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
Assigned		
Other Assignments	9780	0.00
Unassigned/Unappropriated		
Reserve for Economic Uncertainties	9789	0.00
Unassigned/Unappropriated	9790	0.00

Fund: 35 County School Facilities Fund Resource: 0000 Unrestricted		
Description	Object	2013-14 Projected Totals
Ending Fund Balance	979Z	1,179.04
Components of Ending Fund Balance		
Nonspendable		
Revolving Cash	9711	0.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
Restricted	9740	0.00
Committed		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
Assigned		
Other Assignments	9780	1,179.04
Carryover	9780	1,179.04
Unassigned/Unappropriated		
Reserve for Economic Uncertainties	9789	0.00
Unassigned/Unappropriated	9790	0.00

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First Interim
2013-14 Projected Totals
Technical Review Checks

Mission Valley ROC/P

Alameda County

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

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

IMPORT CHECKS

CHECKFUND - (F) - All FUND codes must be valid.	<u>PASSED</u>
CHECKRESOURCE - (W) - All RESOURCE codes must be valid.	<u>PASSED</u>
CHK-RS-LOCAL-DEFINED - (F) - All locally defined resource codes must roll up to a CDE defined resource code.	<u>PASSED</u>
CHECKGOAL - (F) - All GOAL codes must be valid.	<u>PASSED</u>
CHECKFUNCTION - (F) - All FUNCTION codes must be valid.	<u>PASSED</u>
CHECKOBJECT - (F) - All OBJECT codes must be valid.	<u>PASSED</u>
CHK-FUNDxOBJECT - (F) - All FUND and OBJECT account code combinations must be valid.	<u>PASSED</u>
CHK-FUNDxRESOURCE - (W) - All FUND and RESOURCE account code combinations should be valid.	<u>PASSED</u>
CHK-FUNDxGOAL - (W) - All FUND and GOAL account code combinations should be valid.	<u>PASSED</u>
CHK-FUNDxFUNCTION-A - (W) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid.	<u>PASSED</u>
CHK-FUNDxFUNCTION-B - (F) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid.	<u>PASSED</u>
CHK-RESOURCExOBJECTA - (W) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid.	<u>PASSED</u>
CHK-RESOURCExOBJECTB - (O) - All RESOURCE and OBJECT (objects 9791, 9793, and 9795) account code combinations should be valid.	<u>PASSED</u>
CHK-FUNCTIONxOBJECT - (F) - All FUNCTION and OBJECT account code combinations must be valid.	<u>PASSED</u>
CHK-GOALxFUNCTION-A - (F) - Goal and function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999)	

must be valid. NOTE: Functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. PASSED

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

SPECIAL-ED-GOAL - (F) - Special Education revenue and expenditure transactions (resources 3300-3405, 6500-6540, and 7240, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3312, 3318, 3322, 3329, 3332, and 3334. PASSED

GENERAL LEDGER CHECKS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

UNR-NET-POSITION-NEG - (F) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 73. PASSED

RS-NET-POSITION-ZERO - (F) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 73. PASSED

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

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

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

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

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

SUPPLEMENTAL CHECKS

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

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

EXPORT CHECKS

INTERIM-CERT-PROVIDE - (F) - Interim Certification (Form CI) must be provided. PASSED

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

CASHFLOW-PROVIDE - (W) - A Cashflow Worksheet (Form CASH) must be provided with your Interim reports. (Note: LEAs may use a cashflow worksheet other than Form CASH, as long as it provides a monthly cashflow projected through the end of

the fiscal year.)

PASSED

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

PASSED

MYPIO-PROVIDE - (W) - A multiyear projection worksheet must be provided with your interim report for any fund projecting a negative balance at the end of the current fiscal year. (Note: LEAs may use a multiyear projection worksheet other than Form MYPIO, with approval of their reviewing agency.)

PASSED

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

PASSED

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

PASSED

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

PASSED

Checks Completed.



Business and Finance #4

<u>X</u>	Information
<u>X</u>	Action
<u>X</u>	Presentation

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM
BOARD OF EDUCATION

A G E N D A I T E M

Business & Finance #4

DATE OF BOARD MEETING: December 18, 2013

TITLE: Review and Accept Audit Report from Vavrinek, Trine,
Day & Co. for the Fiscal Year 2012/2013

Background:

Each year the District is required to have an independent audit by an outside auditor.

Current Status:

A copy of the fiscal year ended June 30, 2013 audit report by Vavrinek, Trine, Day & Co. is enclosed for your review (reference attachment A). There were no findings for 2012/2013 and no findings from 2011/2012 to implement.

Recommendation:

Staff recommends approval of the 2012/2013 fiscal year ended June 30, 2013 audit report for Mission Valley Regional Occupational Program.

Marie dela Cruz, 657-1865	ROP Center	Bus. Svcs.	Tom Hanson
Staff Contact Person	Department	Division	Superintendent

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

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JUNE 30, 2013

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FINANCIAL SECTION



VAVRINEK, TRINE, DAY
& COMPANY, LLP
Certified Public Accountants

VALUE THE DIFFERENCE

INDEPENDENT AUDITORS' REPORT

Governing Board
Mission Valley Regional Occupational Program
Fremont, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the major fund and non-major fund of the Mission Valley Regional Occupational Program (the ROP) as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the ROP's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and *Standards and Procedures for Audits of California K-12 Local Education Agencies 2012-2013*, issued by the California Education Audit Appeals Panel as regulations. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund and non-major fund of the ROP, as of June 30, 2013, and the respective changes in financial position, thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

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

Other Information

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

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

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 29, 2013, on our consideration of the ROP's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the ROP's internal control over financial reporting and compliance.

Pleasanton, California
November 29, 2013

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2013



Mission Valley ROP

CAREER TECHNICAL TRAINING CENTER

5019 Stevenson Blvd · Fremont, CA 94538-2449

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

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2013

This section of Mission Valley Regional Occupational Program's (ROP) annual financial report presents our discussion and analysis of the ROP's financial performance during the fiscal year that ended on June 30, 2013. Please read it in conjunction with the ROP's financial statements, which immediately follow this section.

OVERVIEW OF THE FINANCIAL STATEMENTS

The Financial Statements

The financial statements presented herein include all of the activities of the Mission Valley Regional Occupational Program (the ROP) using the integrated approach as prescribed by GASB Statement Number 34.

The Government-Wide Financial Statements present the financial picture of the ROP from the economic resources measurement focus using the accrual basis of accounting. These statements include all assets of the ROP (including capital assets) as well as all liabilities (including long-term debt).

The Fund Financial Statements include statements for each of the two categories of activities: governmental and fiduciary.

The Governmental Activities are prepared using the current financial resources measurement focus and modified accrual basis of accounting.

The Fiduciary Activities are agency funds, which only report a balance sheet and do not have a measurement focus.

Reconciliation of the Fund Financial Statements to the Government-Wide Financial Statements is provided to explain the differences created by the integrated approach.

FINANCIAL HIGHLIGHTS OF 2012-13

Total revenue and income received for the General fund in 2012-13 was \$7,191,619, excluding on-behalf payment of \$150,503. Mission Valley ROP received 93% of its revenue from the Revenue Limit. The remaining 7% came from Lottery, Registration Fees, Staff Development, Direct Support Professional Training (DSPT) Program, and interest income. The ROP established a County School Facilities Fund in 2009-10 to account for new construction activities.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2013

Mission Valley ROP reported a final ADA of 1,238 which was 36 more than last year. Total ADA represents 99% high school ADA and 1% adult ADA.

Mission Valley ROP employees did not receive any cost of living increase to salaries.

The ending General fund balance was \$7,038,598, an increase of \$1,318,995 over last year. Components of the ending fund balance include reserves for economic uncertainties, equipment replacement, facilities repairs and improvements, lottery carryover, and reserves for post-employment benefits. The reserve for economic uncertainties was 23% of expenditures which is above the State required minimum of 3%.

A new ROP facility was built by Fremont Unified School District (FUSD). It was completed in June 2007 and classes were held for the first time in the new facility in the school year 2007-08. The new Mission Valley ROP Career Technical Training Center facility is located in the heart of Fremont on the corner of Stevenson Blvd and Blacow Road. MVROP contributed a total amount of \$1,470,000 towards the cost of the new building construction and will be leasing the building from FUSD.

REPORTING THE ROP AS A WHOLE

The Statement of Net Position and the Statement of Activities

The Statement of Net Position and the Statement of Activities report information about the ROP as a whole and about its activities. These statements include all assets and liabilities of the ROP using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the ROP's net position and changes in it. Net position is the difference between assets and liabilities, one way to measure the ROP's financial health, or financial position. Over time, increases or decreases in the ROP's net position is one indicator of whether its financial health is improving or deteriorating. Other factors to consider are changes in the ROP's base revenue limit (the amount paid by the state for each unit of attendance) and ADA (average daily attendance).

The difference between revenues and expenses is the ROP's operating results. Since the Board's responsibility is to provide services to our students and not to generate profit as commercial entities do, one must consider other factors when evaluating the overall health of the ROP. The quality of the education and the safety of our schools are also important components in this evaluation.

In the Statement of Net Position and the Statement of Activities, all of the ROP activities are reported as governmental activities:

Governmental activities – All of the ROP's services are reported in this category. This includes the education of high school juniors and seniors (or students who have reached the age of 16, with certain exceptions), and adult students, and the ongoing effort to improve and maintain buildings and sites. The ROP leases the new center at the Stevenson site but owns seven modular buildings adjacent to the building. Revenue Limit income, fees for adults, interest income, federal, state and local grants finance these activities.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2013

FUND FINANCIAL STATEMENTS

The fund financial statements provide detailed information about the General and County School Facilities funds.

Governmental fund - All of the ROP's basic services are reported in the general fund. This fund is reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the ROP's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the ROP's programs. The differences of results in the governmental fund financial statements to those in the government-wide financial statements are explained in a reconciliation following each governmental fund financial statement.

THE ROP AS TRUSTEE

Reporting the ROP's Fiduciary Responsibilities

The ROP is the trustee, or fiduciary, for funds held on behalf of others, like funds for associated student body activities. The ROP's fiduciary activities are reported in separate Statements of Fiduciary Net Position. We exclude these activities from the ROP's other financial statements because the ROP cannot use these assets to finance its operations. The ROP is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2013

THE ROP AS A WHOLE

Net Position

The ROP's net position was \$10,585,939 and \$11,854,286 for the fiscal years ended June 30, 2012 and 2013, respectively. Of these amounts, \$5,263,574 and 6,464,319 were unrestricted for each respective year. Restricted net position is reported separately to show legal constraints from debt covenants and enabling legislation that limit the School Board's ability to use the net position for day-to-day operations. The analysis below focuses on the net position (Table 1) and change in net position (Table 2) of the ROP's governmental activities.

Table 1

	Governmental Activities	
	2013	2012
Current and other assets	\$ 7,201,199	\$ 5,886,753
Capital assets	5,134,933	5,129,748
Total Assets	12,336,132	11,016,501
Current liabilities	161,422	165,974
Long-term debt	320,424	264,588
Total Liabilities	481,846	430,562
Net position		
Net investment in capital assets	5,114,585	5,097,557
Restricted	275,382	224,808
Unrestricted	6,464,319	5,263,574
Total Net Position	\$ 11,854,286	\$ 10,585,939

The \$6,464,319 in unrestricted net position of governmental activities represents the accumulated results of all past years' operations.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2013

Changes in Net Position

The results of this year's operations for the ROP as a whole are reported in the Statement of Activities. Table 2 takes the information from the Statement, rounds off the numbers, and rearranges them slightly so you can see our total revenues for the year.

Table 2

	Governmental Activities	
	2013	2012
Revenues		
Program revenues		
Operating and capital grants and contributions	\$ 123,537	\$ 90,813
General revenues:		
Other general revenues	7,218,588	7,270,788
Total Revenues	7,342,125	7,361,601
Expenses		
Instruction	3,292,825	3,406,337
Instruction related activities	1,030,897	1,152,113
Pupil services	166,081	230,492
General administration	787,296	722,596
Plant services and other	796,679	706,570
Total Expenses	6,073,778	6,218,108
Change in Net Position	\$ 1,268,347	\$ 1,143,493

Governmental Activities

As reported in the Statement of Activities, the cost of all of our governmental activities this year 2013 was \$6,073,778 and \$6,218,108 for 2012. However, the amount that the taxpayers ultimately financed for these activities was \$6,127,295 for 2012 and \$5,950,241 for 2013 because the cost was covered by those who benefited from the programs or (\$0 and \$0 for 2012 and 2013) by other governments and organizations who subsidized certain programs with grants and contributions (\$90,813 and \$123,537 for 2012 and 2013). We paid for the remaining "public benefit" portion of our governmental activities with other revenues, like interest and general entitlements.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2013

In Table 3, we have presented the cost of each of the ROP's five largest functions – instruction, instruction related activities, pupil services, general administration, and plant services. Net cost shows the financial burden that was placed on the ROP's taxpayers after operating grants and contributions as well as charges for services by each of these functions. Providing this information allows our citizens to consider the cost of each function in comparison to the benefits they believe are provided by that function.

Table 3

	Net (Cost) Surplus of Services	
	2013	2012
Instruction	\$ (3,169,288)	\$ (3,315,524)
Instruction related activities	(1,030,897)	(1,152,113)
Pupil Services	(166,081)	(230,492)
General administration	(787,296)	(722,596)
Plant Services and other	(796,679)	(706,570)
Total	\$ (5,950,241)	\$ (6,127,295)

THE ROP'S FUNDS

As the ROP completed this year, our governmental funds reported a combined fund balance of \$7,039,777 which is an increase of \$1,318,998 over last year.

The primary reason for the increase is the allocation of excess property tax/local income.

General Fund Budgetary Highlights

Over the course of the year, the ROP revises its budget as it attempts to deal with unexpected changes in revenues and expenditures. The final amendment to the budget was adopted on June 20, 2013. (A schedule showing the ROP's original and final budget amounts compared with amounts actually paid and received is provided in our annual report on page 37.)

- Significant revenue revisions made to the 2012-13 budget were due to the excess property tax allocation. Actual revenues increased by \$738,398 over the final budget.
- Revenue increases allowed Mission Valley ROP to reduce the budget deficit.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2013

CAPITAL ASSET & DEBT ADMINISTRATION

Capital Assets

At June 30, 2013, the ROP had \$5,134,933 in a broad range of capital assets, including building and improvements, furniture and equipment, vehicles, net of accumulated depreciation. This amount represents a net increase (including additions, deductions and depreciation) of \$5,185 over last year.

Table 5

	Governmental Activities	
	2013	2012
Construction in Progress	\$ 4,702,320	\$ 4,679,930
Buildings and Improvements	711,147	711,147
Furniture and Equipment	478,987	468,037
Total Assets	5,892,454	5,859,114
Less Total Accumulated Depreciation	757,521	729,366
Total Assets after Depreciation	\$ 5,134,933	\$ 5,129,748

We present more detailed information about our capital assets in Note 4 to the financial statements.

Long-Term Obligation

At the end of this year, the ROP had \$320,424 in current year long term obligations, an increase of \$55,836 over last year. We present more detailed information regarding our long-term liabilities in Note 6 of the financial statements.

Table 6

	Governmental Activities	
	2013	2012
Capital leases	\$ 20,348	\$ 32,191
Accumulated Vacation - net	128,571	116,156
Net OPEB Obligation	171,505	116,241
Totals	\$ 320,424	\$ 264,588

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

MANAGEMENT'S DISCUSSION AND ANALYSIS

JUNE 30, 2013

SIGNIFICANT ACCOMPLISHMENTS OF FISCAL YEAR 2012-13 ARE NOTED BELOW:

Mission Valley ROP's 2012-13 budget supported various programs in career technical education and training. Total general fund expenditures for the year were \$5,872,624, excluding on-behalf payment of \$150,503. Mission Valley ROP spent 73% of its budget on instructional programs and instruction related services. Salaries and benefits represent 72% of total expenditures which include payroll reimbursements to Fremont, Newark and New Haven Unified School Districts.

2012-13 HIGHLIGHTS

MVROP highlights of the 2012-13 School Year include:

- Staff Development for all Certificated, Classified and Management staff
- Fall and Spring Open House
- Participation in Alameda County Teacher of the Year Program
- Spring Car Show at Washington High School highlighting work from the Auto Technology and Auto Body Painting/Refinishing programs
- Career Faires and ROP Presentations at High Schools
- 11th Annual Forensic Challenge Event
- CTE Advisory meeting
- E-Waste Recycling event
- Holiday Portraits at Logan High School
- Kennedy Sophomore Tours
- Educators' Brunch
- Student of the Year event at Marriott
- Mission College Articulation Day and Tri-Cities College Night at Ohlone College
- Student Certifications and Graduation in CNA Program

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

STATEMENT OF NET POSITION

JUNE 30, 2013

	Governmental Activities
Assets	
Deposits and investments	\$ 3,774,798
Receivables	3,416,335
Prepaid expenses	10,066
Capital assets, not depreciated	4,702,320
Capital assets, being depreciated	1,190,134
Less: Accumulated depreciation	(757,521)
Total Assets	12,336,132
Liabilities	
Accounts payable	161,422
Current portion of long-term obligations	13,305
Noncurrent portion of long-term obligations	307,119
Total Liabilities	481,846
Net Position	
Investment in capital assets	5,114,585
Restricted for:	
Capital projects	1,179
Educational programs	274,203
Unrestricted	6,464,319
Total Net Position	\$ 11,854,286

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

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2013

Functions/Programs	Expenses	Net (Expenses) Revenues and Changes in Net Position	
		Program Operating Grants and Contributions	Governmental Activities
Governmental activities:			
Instruction	\$ 3,292,825	\$ 123,537	\$ (3,169,288)
Instruction related activities:			
Supervision of instruction	370,606	-	(370,606)
Instructional library, media and technology	109,894	-	(109,894)
School site administration	550,397	-	(550,397)
Pupil services:			
All other pupil services	166,081	-	(166,081)
General administration:			
Data processing	144,902	-	(144,902)
All other general administration	642,394	-	(642,394)
Plant services	719,205	-	(719,205)
Facility acquisition and construction	74,259	-	(74,259)
Interest on long-term debt	3,215	-	(3,215)
Total governmental-type activities	\$ 6,073,778	\$ 123,537	(5,950,241)
General revenues and subventions:			
Federal and State aid not restricted to specific purposes			16,896
Interest and investment earnings			13,236
Interagency revenues			7,061,457
Miscellaneous			126,999
Subtotal, general revenues			7,218,588
Change in net position			1,268,347
Net position - beginning			10,585,939
Net position - ending			\$ 11,854,286

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

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

GOVERNMENTAL FUNDS

BALANCE SHEET

JUNE 30, 2013

	General Fund	Non-Major Fund County School Facilities Fund	Total Governmental Funds
ASSETS			
Deposits and investments	\$ 3,773,620	\$ 1,178	\$ 3,774,798
Receivables	3,416,334	1	3,416,335
Prepaid expenses	10,066	-	10,066
Total Assets	\$ 7,200,020	\$ 1,179	\$ 7,201,199
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 161,422	\$ -	\$ 161,422
Total Liabilities	161,422	-	161,422
Fund Balances:			
Nonspendable	17,566	-	17,566
Restricted	274,203	1,179	275,382
Assigned	5,410,795	-	5,410,795
Unassigned	1,336,034	-	1,336,034
Total Fund Balances	7,038,598	1,179	7,039,777
Total Liabilities and Fund Balance	\$ 7,200,020	\$ 1,179	\$ 7,201,199

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

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET POSITION JUNE 30, 2013

Total Fund Balance - Governmental Funds			\$ 7,039,777
Amounts Reported for Governmental Activities in the Statement of Net Position are Different Because:			
Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in governmental funds.			
The cost of capital assets is		\$ 5,892,454	
Accumulated depreciation is		<u>(757,521)</u>	
			5,134,933
Long-term liabilities, including capital lease, are not due and payable in the current period and, therefore, are not reported as liabilities in the funds.			
Long-term obligations at year end consists of:			
Capital leases payable		20,348	
Compensated absences (vacations)		128,571	
Net OPEB Obligation		<u>171,505</u>	
			(320,424)
Total Net Position - Governmental Activities			<u><u>\$ 11,854,286</u></u>

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

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES FOR THE YEAR ENDED JUNE 30, 2013

	General Fund	Non-Major Fund County School Facilities Fund	Total Governmental Funds
REVENUES			
Other state sources	\$ 195,269	\$ -	\$ 195,269
Other local sources	7,146,853	3	7,146,856
Total Revenues	<u>7,342,122</u>	<u>3</u>	<u>7,342,125</u>
EXPENDITURES			
Current			
Instruction	3,220,952	-	3,220,952
Instruction related activities:			
Supervision of instruction	370,606	-	370,606
Instructional library, media and technology	109,894	-	109,894
School site administration	550,397	-	550,397
Pupil services:			
All other pupil services	166,081	-	166,081
General administration:			
Data processing	147,199	-	147,199
All other general administration	629,979	-	629,979
Plant services	716,312	-	716,312
Facility acquisition and construction	96,649	-	96,649
Debt service			
Principal	11,843	-	11,843
Interest and other	3,215	-	3,215
Total Expenditures	<u>6,023,127</u>	<u>-</u>	<u>6,023,127</u>
NET CHANGE IN FUND BALANCES	<u>1,318,995</u>	<u>3</u>	<u>1,318,998</u>
Fund Balance - Beginning	<u>5,719,603</u>	<u>1,176</u>	<u>5,720,779</u>
Fund Balance - Ending	<u>\$ 7,038,598</u>	<u>\$ 1,179</u>	<u>\$ 7,039,777</u>

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

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2013

Total Net Change in Fund Balance - Governmental Fund		\$ 1,318,998
Amounts Reported for Governmental Activities in the Statement of Activities are Different Because:		
Capital outlays to purchase or build capital assets are reported in governmental funds as expenditures, however, for governmental activities, those costs are shown in the Statement of Net Position and allocated over their estimated useful lives as annual depreciation expenses in the statement of activities.		
This is the amount by which capital outlays exceeds depreciation in the period.		
Depreciation expense	\$ (31,434)	
Capital outlays	<u>39,018</u>	
		7,584
Gain on disposal of capital assets is reported in the government-wide Statement of Net Position, but is not recorded in the governmental funds.		494
Proceeds received from disposal of capital assets are revenue in the governmental funds, but is not recorded in the government-wide Statement of Net Position		(2,893)
In the Statement of Activities, certain operating expenses - compensated absences (vacations) and special termination benefits (early retirement) are measured by the amounts earned during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually paid). At year-end, compensated absences used was more than amounts earned.		(12,415)
Repayment of debt principal is an expenditure in the governmental funds, but it reduces long-term liabilities in the Statement of Net Position and does not affect the Statement of Activities.		11,843
In the Statement of Activities, unfunded annual required contribution (ARC) is recognized as an expense, but it not recognized in the governmental funds.		<u>(55,264)</u>
Change in Net Position of Governmental Activities		<u><u>\$ 1,268,347</u></u>

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

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

FIDUCIARY FUNDS

STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2013

	<u>Agency Funds</u>
ASSETS	
Deposits and investments	\$ 11,827
Total assets	<u>\$ 11,827</u>
LIABILITIES	
Due to student groups	\$ 11,827
Total liabilities	<u>\$ 11,827</u>

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

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Financial Reporting Entity

The Mission Valley Regional Occupational Program (the ROP) was formed in 1968 under the laws of the State of California. The ROP was formed by a joint powers agreement among the following Alameda County School District's: Fremont Unified School District, New Haven Unified School District and the Newark Unified School District. The purpose of the ROP is to provide career preparation and training to youths and adults residing in the district that formed the joint powers entity.

The ROP is funded through annual average daily attendance (ADA) as reported to the State of California (the State) through each participating district. The ROP has the responsibility to develop, oversee and evaluate the course material presented.

The ROP is governed by an appointed board and maintains its own paid operational staff. The board is comprised of one member selected by each participation district's governed board. The ROP is fiscally responsible for its own operation, major financing arrangements and contracts. Its significantly accounting policies, as detailed below, are the same as for any independent California local educational agency.

A reporting entity is comprised of the primary government and other organizations that are included to ensure the financial statements are not misleading. The primary government of the ROP consists of all funds, departments, boards, and agencies that are not legally separate from the ROP. For Mission Valley ROP, this includes the General Fund and student related activities of the ROP.

Basis of Presentation - Fund Accounting

The accounting system is organized and operated on a fund basis. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The ROP's funds are grouped into two broad fund categories: governmental and fiduciary.

Governmental Funds Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following is the ROP's major governmental fund.

General Fund The General Fund is the chief operating fund for all local educational agencies (LEA). It is used to account for the ordinary operations of a LEA. All transactions except those accounted for in another fund are accounted for in this fund.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

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Non-Major Governmental Funds

Capital Project Funds The Capital Project funds are used to account for and report financial resources that are restricted, committed, or assigned to the acquisition or construction of major capital facilities and other capital assets (other than those financed by proprietary funds and trust funds).

County School Facilities Fund The County School Facilities Fund is established pursuant to *Education Code* Section 17070.43 to receive apportionments from the 1998 State School Facilities Fund (Proposition 1A), the 2002 State School Facilities Fund (Proposition 47), the 2004 State School Facilities Fund (Proposition 55), or the 2006 State Schools Facilities Fund (Proposition 10) authorized by the State Allocation Board for new school facility construction, modernization projects, and facility hardship grants, as provided in the Leroy F. Greene School Facilities Act of 1998 (*Education Code* Section 17070 et seq.).

Fiduciary Funds Fiduciary funds are used to account for assets held in trustee or agent capacity for others that cannot be used to support the ROP's own programs. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private-purpose trust funds, and agency funds. The ROP only has one fiduciary fund, which is an agency fund.

Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. Such funds have no equity accounts since all assets are due to individuals or entities at some future time. The ROP's agency fund accounts for student body activities (ASB).

Basis of Accounting - Measurement Focus

Government-Wide Financial Statements The government-wide financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting. This is the same approach used in the preparation of the proprietary fund financial statements, but differs from the manner in which governmental fund financial statements are prepared.

The government-wide statement of activities presents a comparison between expenses, both direct and indirect, and program revenues for each governmental function, and excludes fiduciary activity. Direct expenses are those that are specifically associated with a service, program, or department and are therefore, clearly identifiable to a particular function. The ROP does not allocate indirect expenses to functions in the Statement of Activities, except for depreciation. Program revenues include charges paid by the recipients of the goods or services offered by the programs and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues. The comparison of program revenues and expenses identifies the extent to which each program or business segment is self-financing or draws from the general revenues of the ROP. Eliminations have been made to minimize the double counting of internal activities.

Net position should be reported as restricted when constraints placed on net asset use are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

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JUNE 30, 2013

Fund Financial Statements Fund financial statements report detailed information about the ROP. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. The ROP has only one major fund, the General Fund.

Governmental Funds All governmental funds are accounted for using the flow of current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance reports on the sources (revenues and other financing sources) and uses (expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements, therefore, include reconciliations with brief explanations to better identify the relationship between the government-wide financial statements, prepared using the economic resources measurement focus and the accrual basis of accounting, and the governmental fund financial statements, prepared using the flow of current financial resources measurement focus and the modified accrual basis of accounting.

Fiduciary Funds Fiduciary funds are accounted for using the flow of economic resources measurement focus and the accrual basis of accounting. Fiduciary funds are excluded from the government-wide financial statements because they do not represent resources of the ROP.

Revenues – Exchange and Non-Exchange Transactions Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter, to be used to pay liabilities of the current fiscal year. For the ROP, available means expected to be received within 60 days of fiscal year-end. The following revenue sources are considered to be both measurable and available at fiscal year-end: State apportionments, interest, certain grants, and other local sources.

Non-exchange transactions, in which the ROP receives value without directly giving equal value in return, include property taxes, certain grants, entitlements, and donations. Revenue from property taxes is recognized in the fiscal year in which the taxes are received. Revenue from certain grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include time and purpose restrictions. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Expenses/Expenditures On the accrual basis of accounting, expenses are recognized at the time they are incurred. The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable, and typically paid within 90 days. Principal and interest on long-term obligations, which has not matured, are recognized when paid in the governmental funds as expenditures. Allocations of costs, such as depreciation and amortization, are not recognized in the governmental funds but are recognized in the entity-wide statement.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013

Investments

Investments held at June 30, 2013, with original maturities greater than one year are stated at fair value. Fair value is estimated based on quoted market prices at year-end. All investments not required to be reported at fair value are stated at cost or amortized cost. Fair value of investments in county pool is determined by the program sponsor.

Prepaid Expenditures

Prepaid expenditures (expenses) represent amounts paid in advance of receiving goods or services. The ROP has the option of reporting an expenditure in governmental funds for prepaid items either when purchased or during the benefiting period. The ROP has chosen to report the expenditures when paid.

Capital Assets and Depreciation

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. Capital assets are long-lived assets of the ROP as a whole. The ROP maintains a capitalization threshold of \$5,000. The ROP does not possess any infrastructure. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized, but are expensed as incurred.

When purchased, such assets are recorded as expenditures in the governmental funds. However, in the government-wide statements they are capitalized and then depreciated to operations over their estimated service lives. The valuation basis for capital assets is historical cost, or where historical cost is not available, estimated historical cost based on replacement cost.

Depreciation is computed using the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows: buildings and improvements, 10 to 25 years; furniture and equipment, 5 years; vehicles, 8 years.

Compensated Absences

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

Sick leave is accumulated without limit for each employee at the rate of one day for each month worked. Leave with pay is provided when employees are absent for health reasons; however, the employees do not gain a vested right to accumulated sick leave. Employees are never paid for any sick leave balance at termination of employment or any other time. Therefore, the value of accumulated sick leave is not recognized as a liability in the ROP's financial statements. However, credit for unused sick leave is applicable to all classified school members who retire after January 1, 1999. At retirement, each member will receive .004 year of service credit for each day of unused sick leave. Credit for unused sick leave is applicable to all certificated employees and is determined by dividing the number of unused sick days by the number of base service days required to complete the last school year, if employed full-time.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013

Accrued Liabilities and Long-Term Obligations

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

However, claims and judgments, compensated absences, special termination benefits, and contractually required pension contributions that will be paid from governmental funds are reported as a liability in the governmental fund financial statements only to the extent that they are due for payment during the current year. Bonds, capital leases, and other long-term obligations are recognized as liabilities in the governmental fund financial statements when due.

Fund Balances - Governmental Funds

As of June 30, 2013, fund balances of the governmental funds are classified as follows:

Nonspendable - amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

Restricted - amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Committed - amounts that can be used only for specific purposes determined by a formal action of the governing board. The governing board is the highest level of decision-making authority for the ROP. Commitments may be established, modified, or rescinded only through resolutions or other action as approved by the governing board. Currently, the ROP currently does not have any committed funds.

Assigned - amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. Under the ROP's adopted policy, only the governing board or Superintendent may assign amounts for specific purposes.

Unassigned - all other spendable amounts.

Spending Order Policy

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the ROP considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the ROP considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the governing board has provided otherwise in its commitment or assignment actions.

Minimum Fund Balance Policy

The ROP's governing board adopted a minimum fund balance policy in the previous year for the General Fund in order to protect the ROP against revenue shortfalls or unpredicted on-time expenditures. The policy requires funds set aside for economic uncertainties which consisting of unassigned amounts equal to no less than three percent of General Fund expenditures and other financing uses.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013

Net Position

Net position represents the difference between assets and liabilities. Net position net of investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the ROP or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The ROP first applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

Estimates

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

Budgetary Data

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

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

Changes in Accounting Principles

In June 2011, the GASB issued Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*. This Statement provides financial reporting guidance for deferred outflows of resources and deferred inflows of resources. Concepts Statement No. 4, *Elements of Financial Statements*, introduced and defined those elements as a consumption of net position by the government that is applicable to a future reporting period, and an acquisition of net position by the government that is applicable to a future reporting period, respectively. Previous financial reporting standards do not include guidance for reporting those financial statement elements, which are distinct from assets and liabilities.

Concepts Statement No. 4 also identifies net position as the residual of all other elements presented in a statement of financial position. This Statement amends the net asset reporting requirements in Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, and other pronouncements by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013

The ROP has implemented the provisions of this Statement for the year ended June 30, 2013.

New Accounting Pronouncements

In March 2012, the GASB issued Statement No. 65, *Items Previously Reported as Assets and Liabilities*. This Statement establishes accounting and financial reporting standards that reclassify, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities and recognizes, as outflows of resources or inflows of resources, certain items that were previously reported as assets and liabilities.

Concepts Statement No. 4, *Elements of Financial Statements*, introduced and defined the elements included in financial statements, including deferred outflows of resources and deferred inflows of resources. In addition, Concepts Statement 4 provides that reporting a deferred outflow of resources or a deferred inflow of resources should be limited to those instances identified by the Board in authoritative pronouncements that are established after applicable due process. Prior to the issuance of this Statement, only two such pronouncements have been issued. Statement No. 53, *Accounting and Financial Reporting for Derivative Instruments*, requires the reporting of a deferred outflow of resources or a deferred inflow of resources for the changes in fair value of hedging derivative instruments, and Statement No. 60, *Accounting and Financial Reporting for Service Concession Arrangements*, requires a deferred inflow of resources to be reported by a transferor government in a qualifying service concession arrangement. This Statement amends the financial statement element classification of certain items previously reported as assets and liabilities to be consistent with the definitions in Concepts Statement 4. This Statement also provides other financial reporting guidance related to the impact of the financial statement elements deferred outflows of resources and deferred inflows of resources, such as changes in the determination of the major fund calculations and limiting the use of the term *deferred* in financial statement presentations.

The provisions of this statement are effective for financial statements for periods beginning after December 15, 2012. Early implementation is encouraged. ROP is currently evaluating the impact on the financial statements.

In June 2012, the GASB issued Statement No. 68, *Accounting and Financial Reporting for Pensions—an amendment of GASB Statement No. 27*. The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for pensions. It also improves information provided by state and local governmental employers about financial support for pensions that is provided by other entities. This Statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for pensions with regard to providing decision-useful information, supporting assessments of accountability and inter-period equity, and creating additional transparency.

This Statement replaces the requirements of Statement No. 27, *Accounting for Pensions by State and Local Governmental Employers*, as well as the requirements of Statement No. 50, *Pension Disclosures*, as they relate to pensions that are provided through pension plans administered as trusts or equivalent arrangements (hereafter jointly referred to as trusts) that meet certain criteria. The requirements of Statements 27 and 50 remain applicable for pensions that are not covered by the scope of this Statement.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013

The scope of this Statement addresses accounting and financial reporting for pensions that are provided to the employees of state and local governmental employers through pension plans that are administered through trusts that have the following characteristics:

- Contributions from employers and non-employer contributing entities to the pension plan and earnings on those contributions are irrevocable.
- Pension plan assets are dedicated to providing pensions to plan members in accordance with the benefit terms.
- Pension plan assets are legally protected from the creditors of employers, non-employer contributing entities, and the pension plan administrator. If the plan is a defined benefit pension plan, plan assets also are legally protected from creditors of the plan members.

This Statement establishes standards for measuring and recognizing liabilities, deferred outflows of resources, and deferred inflows of resources, and expense/expenditures. For defined benefit pensions, this Statement identifies the methods and assumptions that should be used to project benefit payments, discount projected benefit payments to their actuarial present value, and attribute that present value to periods of employee service.

Note disclosure and required supplementary information requirements about pensions also are addressed. Distinctions are made regarding the particular requirements for employers based on the number of employers whose employees are provided with pensions through the pension plan and whether pension obligations and pension plan assets are shared. Employers are classified in one of the following categories for purposes of this Statement:

- Single employers are those whose employees are provided with defined benefit pensions through single-employer pension plans—pension plans in which pensions are provided to the employees of only one employer (as defined in this Statement).
- Agent employers are those whose employees are provided with defined benefit pensions through agent multiple-employer pension plans—pension plans in which plan assets are pooled for investment purposes but separate accounts are maintained for each individual employer so that each employer's share of the pooled assets is legally available to pay the benefits of only its employees.
- Cost-sharing employers are those whose employees are provided with defined benefit pensions through cost-sharing multiple-employer pension plans—pension plans in which the pension obligations to the employees of more than one employer are pooled and plan assets can be used to pay the benefits of the employees of any employer that provides pensions through the pension plan.

In addition, this Statement details the recognition and disclosure requirements for employers with liabilities (payables) to a defined benefit pension plan and for employers whose employees are provided with defined contribution pensions. This Statement also addresses circumstances in which a non-employer entity has a legal requirement to make contributions directly to a pension plan.

This Statement is effective for fiscal years beginning after June 15, 2014. Earlier implementation is encouraged. ROP is currently evaluating the impact on the financial statements.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

NOTE 2 – DEPOSITS AND INVESTMENTS

Summary of Deposits and Investments

Deposits and investments as of June 30, 2013, are classified in the accompanying financial statements as follows:

Governmental activities	\$ 3,774,798
Fiduciary funds	11,827
Total Deposits and Investments	<u>\$ 3,786,625</u>

Deposits and investments as of June 30, 2013, consist of the following:

Cash on hand and in banks	\$ 13,222
Cash in revolving	7,500
Investments	3,765,903
Total Deposits and Investments	<u>\$ 3,786,625</u>

Policies and Practices

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

Investment in County Treasury - The ROP is considered to be an involuntary participant in an external investment pool as the ROP is required to deposit all receipts and collections of monies with their County Treasurer (*Education Code* Section 41001). The fair value of the ROP's investment in the pool is reported in the accounting financial statements at amounts based upon the ROP's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013

General Authorizations

Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are indicated in the schedules below:

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

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The ROP manages its exposure to interest rate risk by investing in the county pool and/or having the Pool purchase a combination of shorter term and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity evenly over time as necessary to provide the cash flow and liquidity needed for operations.

Information about the sensitivity of the fair values of the ROP's investments to market interest rate fluctuation is provided by the following schedule that shows the distribution of the ROP's investment by maturity:

Investment Type	Fair Value	Weighted Average In Years
County Pool	\$ 3,755,154	1.44

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS

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Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measure by the assignment of a rating by a nationally recognized statistical rating organization. The ROP's investment in the County pool is not required to be rated, nor has it been rated as of June 30, 2013.

NOTE 3 - RECEIVABLES

Receivables at June 30, 2013, consisted of intergovernmental grants, entitlements, interest and other state and local sources. All receivables are considered collectible in full.

	General	County School Facilities	Total
State Government			
Apportionment	\$ 3,130,887	\$ -	\$ 3,130,887
Lottery	230,267	-	230,267
Other State	4,400	-	4,400
Local Government			
Interest	2,710	1	2,711
Other Local Sources	48,070	-	48,070
Total	<u>\$ 3,416,334</u>	<u>\$ 1</u>	<u>\$ 3,416,335</u>

NOTE 4 - CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2013, was as follows:

	Balance June 30, 2012	Additions	Deductions	Balance June 30, 2013
Governmental Activities				
Capital Assets Not Being Depreciated				
Construction in progress	\$ 4,679,930	\$ 22,390	\$ -	\$ 4,702,320
Total Capital Assets Not Being Depreciated	<u>4,679,930</u>	<u>22,390</u>	<u>-</u>	<u>4,702,320</u>
Capital Assets Being Depreciated				
Buildings and improvements	711,147	-	-	711,147
Furniture and equipment	468,037	16,628	5,678	478,987
Total Capital Assets Being Depreciated	<u>1,179,184</u>	<u>16,628</u>	<u>5,678</u>	<u>1,190,134</u>
Less Accumulated Depreciation				
Buildings and improvements	449,435	5,816	-	455,251
Furniture and equipment	279,931	25,618	3,279	302,270
Total Accumulated Depreciation	<u>729,366</u>	<u>31,434</u>	<u>3,279</u>	<u>757,521</u>
Governmental Activities Capital Assets, Net	<u>\$ 5,129,748</u>	<u>\$ 7,584</u>	<u>\$ 2,399</u>	<u>\$ 5,134,933</u>

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

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Depreciation expense was charged to governmental functions as follows:

Governmental Activities

Instruction	\$	13,824
Plant services		17,610
Total Depreciation Expense Governmental Activities	\$	<u>31,434</u>

NOTE 5 – ACCOUNTS PAYABLE

Accounts payable at June 30, 2013, consisted of the following:

	General
Vendor payables	\$ 102,890
Salaries and benefits	58,532
Total	<u>\$ 161,422</u>

NOTE 6 – LONG-TERM OBLIGATION

Summary

The change in the ROP's long-term obligation during the year consisted of the following:

	Balance July 1, 2012	Additions	Deductions	Balance June 30, 2013	Due in One Year
Capital leases	\$ 32,191	\$ -	\$ 11,843	\$ 20,348	\$ 13,305
Accumulated vacation - net	116,156	12,415	-	128,571	-
OPEB Obligation	116,241	75,876	20,612	171,505	-
Total	<u>\$ 264,588</u>	<u>\$ 88,291</u>	<u>\$ 32,455</u>	<u>\$ 320,424</u>	<u>\$ 13,305</u>

Payments for capital leases are made by the general fund. Accumulated vacation and OPEB obligation will be paid for by the fund for which the employee worked.

Capital Leases

The ROP has entered into various lease agreements. Such agreements are in substance, purchase (capital lease) and are reported as capital lease obligations. The ROP's liability on the lease agreements, with option to purchase, is summarized below:

	Equipment
Balance, July 1, 2012	\$ 32,191
Payments	11,843
Balance, June 30, 2013	<u>\$ 20,348</u>

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

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The capital leases have minimum lease payments as follows:

Year Ending June 30,	Lease Payment
2014	\$ 15,260
2015	4,220
2016	3,518
Total	22,998
Less: Amount Representing Interest	2,650
Present Value of Minimum Lease Payments	<u>\$ 20,348</u>

Leased asset under capital lease in capital assets and accumulated depreciation at June 30, 2013, include the following:

Equipment	\$ 44,816
Less: Accumulated Depreciation	(34,756)
Total	<u>\$ 10,060</u>

Accumulated Unpaid Employee Vacation

The long-term portion of accumulated unpaid employee vacation for the ROP at June 30, 2013, amounted to \$128,571.

Other Postemployment Benefits (OPEB) Obligation

The ROP's annual required contribution (ARC) was \$70,355 for the year ended June 30, 2013 and contributions made by the ROP during the year were \$20,612. Interest on the net OPEB obligation and adjustments to the annual required contribution were \$5,521 and \$0, respectively, which resulted in a net increase to the net OPEB obligation of \$55,264. As of June 30, 2013, the net OPEB obligation for the ROP was \$171,505. See Note 8 for additional information regarding the OPEB Obligation and the postemployment benefit plan.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2013

NOTE 7 – FUND BALANCES

Fund balance is composed of the following elements:

	General	County School Facilities	Total
Nonspendable			
Revolving cash	\$ 7,500	\$ -	\$ 7,500
Prepaid expenditures	10,066	-	10,066
Total Nonspendable	<u>17,566</u>	<u>-</u>	<u>17,566</u>
Restricted			
Educational programs	274,203	-	274,203
Capital projects	-	1,179	1,179
Total Restricted	<u>274,203</u>	<u>1,179</u>	<u>275,382</u>
Assigned			
Reitree benefits (OPEB)	160,000	-	160,000
Local income and grants carryover	2,750,795	-	2,750,795
Equipment	703,000	-	703,000
Facilities repairs/improvements	762,000	-	762,000
General reserve	634,000	-	634,000
Prop ID	200,000	-	200,000
Reserve for one-time payment	201,000	-	201,000
Total Assigned	<u>5,410,795</u>	<u>-</u>	<u>5,410,795</u>
Unassigned			
For economic uncertainties	1,336,034	-	1,336,034
Total Unassigned	<u>1,336,034</u>	<u>-</u>	<u>1,336,034</u>
Total	<u>\$ 7,038,598</u>	<u>\$ 1,179</u>	<u>\$ 7,039,777</u>

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013

NOTE 8 – POSTEMPLOYMENT HEALTH CARE PLAN AND OTHER POSTEMPLOYMENT BENEFITS (OPEB) OBLIGATION

Plan Description

The Postemployment Benefits Plan (the "Plan") is a single-employer defined benefit healthcare plan administered by the ROP. The Plan provides medical benefits to eligible retirees and their spouses. Membership of the Plan consists of two retirees and beneficiaries currently receiving benefits, one terminated plan member entitled to but not yet receiving benefits, and 47 active plan members. Expenditures for post employment benefits are recognized on a pay-as-you-go basis, as retirees' premiums are paid.

Contribution Information

The contribution requirements of plan members and the ROP are established and may be amended by the ROP and the employee groups. The required contribution is based on projected pay-as-you-go financing requirements, with an additional amount to prefund benefits as determined annually through the agreements between the ROP and the employee groups. For fiscal year 2012-2013, the ROP contributed \$20,612 to the plan, all of which was used for current premiums (approximately 35 percent of current year's annual required contributions).

Annual OPEB Cost and Net OPEB Asset/Obligation

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

Annual required contribution	\$ 70,355
Interest on net OPEB obligation	5,521
Adjustment to annual required contribution	-
Annual OPEB cost (expense)	<u>75,876</u>
Contributions made	<u>(20,612)</u>
Increase in net OPEB obligation	55,264
Net OPEB obligation, beginning of year	116,241
Net OPEB obligation, end of year	<u><u>\$ 171,505</u></u>

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013

The Trend information for annual OPEB cost, actual contribution, the percentage of annual OPEB cost contributed to the Plan, and the net OPEB asset/obligation is as follows:

Year Ended June 30,	Annual OPEB Cost	Actual Contribution	Percentage Contributed	Net OPEB Obligation
2011	\$ 64,888	\$ 19,405	30%	\$ 79,790
2012	59,411	22,960	39%	116,241
2013	75,876	20,612	27%	171,505

Funded Status and Funding Progress

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, investment returns, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the Plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions

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

In the October 31, 2013 actuarial valuation, the entry age normal method was used. The actuarial assumptions included a 4.75 percent investment rate of return (net of administrative expenses) and 2.75 percent general inflation per year. Healthcare cost trend rate was four percent until reaching the ultimate trend. The UAAL is being amortized at a level percentage of payroll assuming a three percent annual increase in payroll. The remaining amortization period at July 1, 2013, was 26 years. The actuarial value of assets was not determined in this actuarial valuation. Currently, the ROP is considered to be an unfunded plan since there are no assets and retiree benefits are paid annually on a cash basis.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013

NOTE 9 - RISK MANAGEMENT

Property and Liability:

The ROP is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. During fiscal year ending June 30, 2013, the ROP participated in the East Bay Schools Insurance Group (EBSIG), for property and liability insurance coverage. Settled claims have not exceeded this commercial coverage in any of the past three years. There has not been a significant reduction in coverage from the prior year.

Workers' Compensation

For fiscal year 2013, the ROP participated in the Alameda County School Insurance Group (ACSIG), an insurance purchasing pool. The intent of the ACSIG is to achieve the benefit of a reduced premium for the ROP by virtue of its grouping and representation with other participants in the ACSIG. The workers' compensation experience of the participating ROP is calculated as one experience and a common premium rate is applied to all ROPs in the ACSIG. Each participant pays its workers' compensation premium based on its individual rate. Total savings are then calculated and each participant's individual performance is compared to the overall savings percentage of each participated school ROPs. A participant will then either receive money from or be required to contribute to the "equity-pooling fund." This "equity pooling" arrangement insures that each participant shares equally in the overall performance of the ACSIG.

NOTE 10 – EMPLOYEE RETIREMENT SYSTEMS

Qualified employees are covered under multiple-employer retirement plans maintained by agencies of the State of California. Certificated employees are members of the California State Teachers' Retirement System (CalSTRS) and classified employees are members of the California Public Employees' Retirement System (CalPERS).

CalSTRS

Plan Description

The ROP contributes to the CalSTRS, a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalSTRS. The plan provides retirement and disability benefits, annual cost-of-living adjustments, and survivor benefits to beneficiaries. Benefit provisions are established by State statutes, as legislatively amended, within the State Teachers' Retirement Law. CalSTRS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information. Copies of the CalSTRS annual financial report may be obtained from CalSTRS, 100 Waterfront Place, West Sacramento, California 95605.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013

Funding Policy

Active plan members are required to contribute 8.0 percent of their salary and the ROP is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by CalSTRS Teachers' Retirement Board. The required employer contribution rate for fiscal year 2012-2013 was 8.25 percent of covered payroll. The contribution requirements of the plan members are established by State statute. The ROP's contributions to CalSTRS for the fiscal years ending June 30, 2013, 2012, and 2011, were \$188,858, \$203,292, and \$240,171, respectively, and equal 100 percent of the required contributions for each year.

CalPERS

Plan Description

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

Funding Policy

Active plan members are required to contribute 7.0 percent of their salary and the ROP is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the CalPERS Board of Administration. The required employer contribution rate for fiscal year 2012-2013 was 11.417 percent of covered payroll. The contribution requirements of the plan members are established by State statute. The ROP's contributions to CalPERS for the fiscal years ending June 30, 2013, 2012, and 2011, were \$101,951, \$99,073, and \$94,027, respectively, and equal 100 percent of the required contributions for each year.

Social Security

As established by Federal law, all public sector employees who are not members of their employer's existing retirement system (CalSTRS or CalPERS) must be covered by social security or an alternative plan. The ROP has elected to use Social Security as its alternative plan.

On Behalf Payments

The State of California makes contributions to CalSTRS on behalf of the ROP. These payments consist of State General Fund contributions to CalSTRS in the amount of \$150,503 (5.176 percent of annual payroll). Contributions are no longer appropriated in the annual *Budget Act* for the legislatively mandated benefits to CalPERS. Therefore, there is no on behalf contribution rate for CalPERS. Under accounting principles generally accepted in the United States of America, these amounts are to be reported as revenues and expenditures. Accordingly, these amounts have been recorded in these financial statements. On behalf payments have been excluded from the calculation of available reserves, and have not been included in the amounts reported in the General Fund Comparison Budgetary Schedule.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2013

NOTE 11 - RELATED PARTIES

The ROP is operated under a Joint Power Agreement between the Fremont Unified School District, New Haven Unified School District and the Newark Unified School District. Revenues are based on the annual average daily attendance of the participants from the ROPs multiplied by the appropriate revenue limit per ADA. Upon receipt of the revenues, the districts make transfers to the ROP. The total revenues transferred for 2013 were \$7,061,457.

NOTE 12 - COMMITMENTS AND CONTINGENCIES

Grants

The ROP received financial assistance from Federal and State agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the general fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the ROP at June 30, 2013.

Services Provided By Others

The Fremont Unified School District provides general accounting services and computer processing services for transactions, financial reports, maintenance and transportation services on behalf of the ROP.

Litigation

The ROP is not currently a party to any legal proceedings.

NOTE 13 - PARTICIPATION IN PUBLIC ENTITY RISK POOLS, JOINT POWER AUTHORITIES AND OTHER RELATED PARTY TRANSACTIONS

The ROP is a member of the Alameda County School Insurance Group (ACSIG), and the East Bay Schools Insurance Group (EBSIG); public entity risk pools. The ROP pays an annual premium to each entity for its workers' compensation, and property liability coverage. The relationships between the ROP and the public entity risk pools are such that they are not component units of the ROP for financial reporting purposes.

These entities have budgeting and financial reporting requirements independent of member units and their financial statements are not presented in these financial statements; however, fund transactions between the entities and the ROP are included in these statements. Audited financial statements are generally available from the respective entities.

The ROP has appointed six board members to the Governing Board of MVROP. During the year ended June 30, 2013, the ROP made payments of \$73,826 and \$78,684 to ACSIG and EBSIG public entity risk pools, respectively.

REQUIRED SUPPLEMENTARY INFORMATION

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

GENERAL FUND BUDGETARY COMPARISON SCHEDULE FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual	Variances - Positive (Negative) Final to Actual
	Original	Final		
REVENUES				
Other state sources ¹	\$ 76,768	\$ 46,768	\$ 44,766	\$ (2,002)
Other local sources	6,412,913	6,406,454	7,146,853	740,399
Total Revenues	6,489,681	6,453,222	7,191,619	738,397
EXPENDITURES				
Current				
Certificated salaries	2,901,679	2,723,985	2,637,477	86,508
Classified salaries	1,064,129	1,046,977	985,812	61,165
Employee benefits	707,497	681,742	590,680	91,062
Books and supplies	453,063	608,812	445,940	162,872
Services and operating expenditures	1,492,216	1,336,143	1,160,935	175,208
Capital outlay	16,504	125,579	36,722	88,857
Debt service - principal	8,827	8,827	11,843	(3,016)
Debt service - interest	2,011	2,011	3,215	(1,204)
Total Expenditures	6,645,926	6,534,076	5,872,624	661,452
NET CHANGE IN FUND BALANCES	(156,245)	(80,854)	1,318,995	1,399,849
Fund Balance - Beginning	5,719,603	5,719,603	5,719,603	-
Fund Balance - Ending	\$ 5,563,358	\$ 5,638,749	\$ 7,038,598	\$ 1,399,849

¹ On behalf payments of \$150,503 are not included in the actual or the budget columns.

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

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

SCHEDULE OF OTHER POSTEMPLOYMENT BENEFITS (OPEB) FUNDING PROGRESS FOR THE YEAR ENDED JUNE 30, 2013

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Unprojected Unit Credit (b)	Unfunded AAL (UAAL) (b - a)	Funded Ratio (a / b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll (b - a / c)
February 5, 2010	\$ -	\$ 483,209	\$ 483,209	0%	\$ 3,796,014	12.73%
October 31, 2013	-	474,514	474,514	0%	3,623,289	13.10%

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

SUPPLEMENTARY INFORMATION

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

LOCAL EDUCATION AGENCY ORGANIZATION STRUCTURE

JUNE 30, 2013

ORGANIZATION

The Mission Valley Regional Occupational Program (MVROP) was established on June 26, 1989. It operates under a Joint Powers Agreement (JPA) consisting of three member districts: Fremont Unified School District, Newark Unified School District and New Haven Unified School District. The JPA was originally established on June 10, 1969 and was known as Fremont/Newark ROC/P. New Haven joined the JPA on July 1, 1991.

MVROP consists of an area comprising approximately 123 square miles. It operates a new facility in the heart of Fremont, serves 7 high schools and 3 continuation high schools. MVROP also serves adults from the Alameda County area. The new facility is a 45,000 square foot, two-story building consisting of 19 classrooms, including 4 state-of-the-art biotechnology and health science labs and 6 cutting-edge computer labs, a suite of administrative offices, a Board Room, a Student Services Center, a Student Registration Office, a Staff Lounge and a Student Lounge.

Mission Valley ROP is a provider of career training for high tech, high pay and high demand fields. In existence for more than 40 years, MVROP has been instrumental in preparing students for successful business, medical, and technical careers. Over 5,000 students (adult and high school) participate each year in ROP's exemplary educational programs.

Mission Valley's dedicated staff, superior learning environment, and high tech equipment all contribute to the high success rate of our students. Keeping current with today's standards is critical, and we continually seek input from business and industry representatives who serve on active advisory committees for each of our programs.

At Mission Valley ROP, we believe in one common objective - helping our students develop to their full potential!

GOVERNING BOARD

<u>MEMBER</u>	<u>OFFICE</u>	<u>TERM EXPIRES</u>
Jonas Dino	President	2013
Larry Sweeney	Vice President	2013
Nancy Thomas	Clerk	2013
Lily Mei	Alternate	2013
Ray Rodriguez	Alternate	2013
Sarabjit Cheema	Alternate	2013

ADMINISTRATION

<u>NAME</u>	<u>TITLE</u>
Pete Murchison	Superintendent
Margie Trujillo	Director of Educational Services
Marie dela Cruz	Director of Business Services

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

SCHEDULE OF AVERAGE DAILY ATTENDANCE FOR THE YEAR ENDED JUNE 30, 2013

Mission Valley Regional Occupational Program reported the following average daily attendance to the joint power districts for reporting on their respective Annual Reports of Attendance.

Fremont Unified School District	805
Newark Unified School District	197
New Haven Unified School District	<u>236</u>
Total Average Daily Attendance	<u><u>1,238</u></u>

The above ADA is reported for reference purpose only and does not include the Adult Ed ADA. The funding for this program is based on 2007-08 ADA and therefore the ROP is not required to report the ADA in the annual attendance report.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

RECONCILIATION OF ANNUAL FINANCIAL AND BUDGET REPORT WITH AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2013

Summarized below are the reconciliations between the Unaudited Actual Financial Report and the audited financial statements.

	<u>Form Debt</u>
LONG TERM OBLIGATIONS	
Total Liabilities, June 30, 2013, Unaudited Actuals	\$ 303,959
Adjustment:	
Increase in OPEB obligations	<u>16,465</u>
Total Liabilities, June 30, 2013, Audited Financial Statement	<u><u>\$ 320,424</u></u>

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

SCHEDULE OF FINANCIAL TRENDS AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2013

	(Budget) ¹ 2014	2013	2012	2011
GENERAL FUND				
Revenues ⁴	\$ 6,533,894	\$ 7,191,619	\$ 7,207,486	\$ 7,526,653
Other sources	-	-	16,121	-
Total Revenues	6,533,894	7,191,619	7,223,607	7,526,653
Expenditures ⁴	6,627,847	5,872,624	6,355,839	7,463,517
INCREASE/(DECREASE) IN FUND BALANCE	\$ (93,953)	\$ 1,318,995	\$ 867,768	\$ 63,136
ENDING FUND BALANCE	\$ 6,944,645	\$ 7,038,598	\$ 5,719,603	\$ 4,851,835
AVAILABLE RESERVES ²	\$ 1,314,831	\$ 1,336,034	\$ 959,554	\$ 900,945
AVAILABLE RESERVES AS A PERCENTAGE OF TOTAL OUTGO	19.8%	22.8%	15.1%	12.1%
LONG-TERM OBLIGATIONS	\$ 307,119	\$ 320,424	\$ 264,588	\$ 258,619
AVERAGE DAILY ATTENDANCE ANNUAL ³	\$ 2,518	\$ 2,518	\$ 2,518	\$ 2,518

The General Fund balance has increased by \$2,186,763 over the past two years. The fiscal year 2013-14 budget projects a deficit of \$93,953. For a ROP this size, the State recommends available reserves of at least 3.0 percent of total general fund expenditures, transfers out, and other uses (total outgo).

The ROP has incurred operating surplus in the past three years and anticipates incurring a deficit during the 2013-14 fiscal year. Total long-term obligations have increased by \$61,805 over the past two years.

Funded average daily attendance for 2013-14 will be based on 2007-08 annual funded ADA per State legislation.

¹ Budget 2014 is included for analytical purposes only and has not been subjected to audit.

² Available reserves consist of funds designated for economic uncertainty contained within the General Fund.

³ Average daily attendance consists of the total attendance reported to Fremont Unified, New Haven Unified, and Newark Unified School Districts on their Annual reports of attendance.

⁴ On-behalf payments of \$150,503, \$153,973, and \$124,084, have been excluded from the calculation of the available reserves percentage for fiscal years ended June 30, 2013, 2012, and 2011, respectively.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

NOTE TO SUPPLEMENTARY INFORMATION

JUNE 30, 2013

NOTE 1 - PURPOSE OF SCHEDULES

Local Education Agency Organization Structure

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

Schedule of Average Daily Attendance (ADA)

Average daily attendance (ADA) is a measurement of the number of pupils attending classes of the ROP. The average daily attendance reported to each district represents the attendance of the students residing in the respective district. The attendance is reported by each district on their respective attendance reports. Each district receives the ROP apportionments from the State for California and transfers revenue to the ROP.

Reconciliation of Annual Financial and Budget Report With Audited Financial Statements

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

Schedule of Financial Trends and Analysis

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

INDEPENDENT AUDITORS' REPORTS



VAVRINEK, TRINE, DAY
& COMPANY, LLP
Certified Public Accountants

VALUE THE DIFFERENCE

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

Governing Board
Mission Valley Regional Occupational Program
Fremont, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the major fund and non-major fund of Mission Valley Regional Occupational Program (the ROP) as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the ROP's basic financial statements, and have issued our report thereon dated November 29, 2013.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

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

Purpose of This Report

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

Pleasanton, California
November 29, 2013



INDEPENDENT AUDITORS' REPORT ON STATE COMPLIANCE

Governing Board
Mission Valley Regional Occupational Program
Fremont, California

Report on State Compliance

We have audited Mission Valley Regional Occupational Program's compliance with types of compliance requirements as identified in the *Standards and Procedures for Audit of California K-12 Local Educational Agencies 2012-2013* that could have a direct and material effect on each of the Mission Valley Regional Occupational Program's State government programs as noted below for the year ended June 30, 2013.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its State's Programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance of each of the Mission Valley Regional Occupational Program's State programs based on our audit of the types of compliance requirements referred to above.

Because there are no State compliance requirements required to be tested in current year, we do not express an opinion about whether Mission Valley Regional Occupational Program complied with the compliance requirements referred to below for the year ended June 30, 2013.

All procedures below are not applicable to the Mission Valley Regional Occupational Program.

	Procedures in Audit Guide	Procedures Performed
Attendance Accounting:		
Attendance Reporting	6	Not Applicable
Teacher Certification and Misassignments	3	Not Applicable
Kindergarten Continuance	3	Not Applicable
Independent Study	23	Not Applicable
Continuation Education	10	Not Applicable
Instructional Time:		
School Districts	6	Not Applicable
County Offices of Education	3	Not Applicable

Instructional Materials:		
General Requirements	8	Not Applicable
Ratios of Administrative Employees to Teachers	1	Not Applicable
Classroom Teacher Salaries	1	Not Applicable
Early Retirement Incentive	4	Not Applicable
Gann Limit Calculation	1	Not Applicable
School Accountability Report Card	3	Not Applicable
Juvenile Court Schools	8	Not Applicable
Class Size Reduction Program (including in charter schools):		
General Requirements	7	Not Applicable
Option One Classes	3	Not Applicable
Option Two Classes	4	Not Applicable
Districts or Charter Schools With Only One School Serving K-3	4	Not Applicable
After School Education and Safety Program		
General Requirements	4	Not Applicable
After School	5	Not Applicable
Before School	6	Not Applicable
Charter Schools:		
Contemporaneous Records of Attendance	3	Not Applicable
Mode of Instruction	1	Not Applicable
Non classroom-Based Instruction/Independent Study	15	Not Applicable
Determination of Funding for Non Classroom-Based Instruction	3	Not Applicable
Annual Instruction Minutes Classroom Based	4	Not Applicable

Pleasanton, California
November 29, 2013

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

SCHEDULE OF FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2013

FINANCIAL STATEMENT FINDINGS

None reported.

FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS

None reported.

STATE AWARDS FINDINGS AND QUESTIONED COSTS

None reported.

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

None reported.



Board of Education



Board of Education #1

Mission Valley ROP
Governing Council Meeting Schedule
2013/2014 School Year

The Governing Council meets at 5 p.m. on the third Thursday of the month (when not conflicting with a school holiday) in the MVROP Board Room. Dates to be considered for the end of the 2013/2014 school year are as follows:

- **Thursday, January 16, 2014**
- **Thursday, February 20, 2014**
- **Thursday, March 20, 2014**
- **Thursday, April 17, 2014**
- **Thursday, May 15, 2014**
- **Thursday, June 19, 2014**

MVROP Governing Council
Fremont Unified School District
New Haven Unified School District
Newark Unified School District

3rd Thursday
2nd, 4th Wednesday
1st, 3rd Tuesday
1st, 3rd Tuesday



End of Board Packet