



Mission Valley ROP
Thursday, June 19, 2014
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
Thursday, June 19, 2014
Regular Meeting (Open Session): 4 p.m.

Call to order _____p.m.

Pledge of Allegiance

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

Approval of Agenda:

Motion: _____
Second: _____
Vote: _____

Communication:

- a. Items from the Staff
- b. Written Communication
 - *Letter from Alameda County Office of Education re: 2013-14 Second Interim Report, May 23, 2014*
 - *“MVROP Spring 2014 Reflections Newsletter” June 11, 2014*
- d. Items from the Board
- e. Public Comment
 - Blue Speaker Card – Items on the agenda
 - Green Speaker Card – Items not on the agenda

Consent Calendar:

- a. **Minutes:**
Approve minutes from the Governing Council meeting on May 12, 2014.
- 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 Services Agreement between MVROP and Dannis Woliver Kelley (DWK)
 - B&F#4 Adopt Resolution Number 15-1314
Authorizing the Director of Business Services to Approve Year-End Budget Transfers
 - B&F#5 Adopt Resolution Number 14-1314
Accept Donations to Mission Valley ROP
 - B&F#6 Approve Memorandum of Understanding between MVROP and Direct Support Professional Trainers (DSP)

c. Employment and Personnel:

E&P#1 Approve Report of Classified Personnel Actions

E&P#2 Approve Report of Certificated Personnel Actions

End of Consent Calendar:

Motion: _____

Second: _____

Vote: _____

Board comments on Consent Calendar:

Business and Finance #1

Information

Review MVROP Budget Modification Plan

Business and Finance #2

Information/Action

Public Hearing and Action on the Adopted Budget for 2014-2015

Hearing called to order: _____

Motion: _____

Second: _____

Vote: _____

Hearing adjourned: _____

Board of Education #1

Information/Action

Review and Approve Second and Final Reading of MVROP Certificated
Employee Evaluation Revision

Motion: _____

Second: _____

Vote: _____

Board of Education #2

Information/Action

Review Proposed Bridgepoint High Kitchen Facility Project

Motion: _____

Second: _____

Vote: _____

Board of Education #3

Information/Action

Review and Approve Fall 2014 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

Joaquín 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

May 23, 2014

Larry Sweeney, President
Board of Education
Mission Valley ROP
5019 Stevenson Blvd.
Fremont, CA 94538

RE: 2013-14 Second Interim Report

Dear President Sweeney:

In accordance with Education Code Section 42127, we have examined the Second Interim Report of 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 pursuant to Education Code Section 42131.

Based on our review and analysis, we are satisfied that the Second Interim Report approved by the ROP's Governing Board on March 24, 2014 accurately reflects the financial status of the ROP and is consistent with the State's Criteria and Standards. We therefore concur with the ROP's positive certification with our comments/concerns outlined below.

Projected Revenues

While the revenue projected is based on the 2012-13 P-Annual amounts certified by the CDE, it is important that the ROP ensure these figures are guaranteed by its member districts prior to closing the books in 2013-14.

At this time, we notice that each member district has differing amounts projected as their 2013-14 transfer amounts to the ROP. In most cases, these amounts are not significant. However, Newark USD does not appear to record the same amounts as recorded by the ROP. Please ensure a contingency plan if these monies do not become available to the ROP.

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

(510) 887-0152

www.acoe.org



Cash Flow Concerns

Although the State has decreased its reliance on apportionment deferrals, we continue to encourage all LEAs to closely monitor their cash flow throughout the 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.

Due to the differing amounts from the member districts, please ensure that cash is monitored and that contingency plans are in place. We understand the Board and Superintendent are working closely with the member districts to reduce delays.

Local Control Funding Formula

As mentioned at First Interim, 2013-14 is a period of transition to the new Local Control Funding Formula (LCFF). LEAs are now experiencing the effects of the new funding model, and are working closely with their stakeholders to plan for the future.

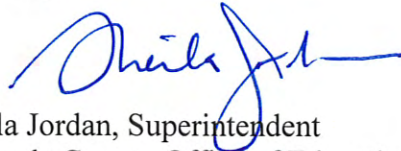
ROPs will need to stay informed of the possibility of their participating districts exercising flexibility with ROP funds. It is essential that the ROP maintain strong communication with the member districts to assess any possible change to the ROP's revenue stream.

Conclusion

While the LCFF has improved the fiscal condition for education in California, the economic environment has not yet fully recovered. State projections look encouraging, although a number of factors could change this outlook considerably. We continue to encourage all LEAs to retain a flexible multiyear strategy as we approach a new fiscal year.

We want to acknowledge and express our appreciation to Maria dela Cruz and the business 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,



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, 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
5019 STEVENSON BLVD.
FREMONT, CA

MVROP Reflections

VOLUME 9, ISSUE 2

SPRING 2014

SPECIAL POINTS OF INTEREST:

- ROP provides career exploration
- ROP provides increased opportunities
- ROP provides employability skills
- ROP connects academics to the real world
- ROP is for everyone

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Building Green-Building Smart Partnership Flourishes

Positive program partnerships require great detail, planning, creativity, and out of the box thinking. Yet even with those key ingredients for success, there are no guarantees. So when MVROP and Kennedy High came together to join forces in creating the “Building Green-Building Smart” CPA, a new brand of math application through CTE was born. Former KHS Principal, now MVROP Superintendent, Thomas Hanson recalls, “The close proximity of MVROP’s construction program offered a great opportunity for a curricular marriage and working partnership. All the program components other schools had struggled to build from the ground up were already here. From that point forward, the focus has been making the Mission Valley ROP-Kennedy math-in-construction partnership work. When school programs provide these outcomes, everybody benefits.”



The program pathway, completing its second year of courses, has yielded positive results in its early stages. The CTE pathway is team taught by three instructors who have gelled to implement math one day and contextual application of that information in construction the next. Students who completed the Geometry in Construction and Algebra in Construction courses have seen dramatic improvement in testing scores. In the 2012-2013 STAR test, students in the program pathway scored 28% higher than other KHS students and 19% above the California student state standards.

KHS Principal Edward Velez shares, “The students, teachers, and administrators who are involved in this academy have grown into a model for a fully functional design and construction crew. What’s more amazing is the way the program has fostered high level thinking and application of mathematical concepts. In the end, the most amazing thing about this academy is the sense of accomplishment and bond among students and teachers. BGBS students have constructed a house from the ground up. When we drive down that parking lot and see that outdoor classroom and structure, it is a reminder of the fact that students are capable of achieving anything as long as their teachers believe in them.” It will be no shock to those involved in the pathway to see the students of today become the architects and engineers of tomorrow.

Field Trips Open Students to the Possibilities



Sometimes to really explore the possibilities, you have to see the options in front of you. MVROP partnered with CarWest, Raymond Handling Concepts Corporation, and ZeroNet Energy Center to allow students the opportunity to visit their sites to further explore how each respected business functions on a daily basis. In true CTE fashion, interested students gained a new perspective and hands-on experience in various professional settings. This very personal and collaborative relationship between MVROP, its students and respected industry leaders, sets students down a solid and well-informed path when determining their future career goals. MVROP continues to develop its network of business and industry professionals who understand the power of CTE and educating students on career options, as they effectively build a pipeline for the wave of focused and highly trained future employees headed their direction soon.

A Little Dirt Goes A Long Way

With a lot of support and even more sweat, MVROP will soon have a blooming new addition to its already impressive campus— a garden. Chef Skrocke recruited Dale Hardware as a donor for this project. They graciously supplied lumber, plants, hardware supplies and lots of soil to make this vision come to fruition. This covers the supplies, now for the sweat and hard labor. MVROP Campus Supervisor Will Farleigh and students from the Public Services Career Pathway volunteered to prepare the garden by laying down weed liners, building planter boxes, and placing the assortment of vegetable plants in their new homes. Chef Skrocke has high hopes for the new venture and along with his fellow Culinary Arts instructors, will incorporate these campus-grown vegetable additions to their seasonal offerings as part of their program curriculum.



A Milestone for the PLTW Program Pathway



On June 5 the Project Lead the Way capstone course hit a milestone that has been anticipated for five years; its first graduating class of the capstone course located at the MVROP Center Campus. Thirteen students took part in a graduation ceremony, including five from American High who successfully completed the entire PLTW program pathway, gave presentations and were awarded for their accomplishments. The graduating class included: Justin Bose, Javier Garcia, Meridith Hirsch, Russell Joe, Cody Lamerdin, Justice Lemley, Leonardo Miranda, Melissa Ng, Alyssa Ortiz, Christian Pettus, Juveriyah Salat, and Jim Truong. The celebratory event was attended by fellow educators, business and industry supporters of the program, and students' loved ones. The recent addition of the Fremont Bank Foundation's grant for \$20,000 benefitting the PLTW pathway and participation in the MVROP PLTW Consortium was cheered by all in attendance. Congratulations grads!

The HOPE Project: The Next Generation of Speed Kings

Craig Breedlove had a need for speed, for breaking records, and throwing caution to the wind. He applied these dare-devil inclinations when he and his SPIRIT OF AMERICA jet-propelled car broke the land speed record first in 1962 at 407.45 mph and again in 1963 at 526.277 mph at the Bonneville Salt Flats.

Hope Customs, a locally owned and operated auto body shop in business since 2003, created a student involvement program to connect students with this rich history. With the permission of the SPIRIT OF AMERICA Operations, Hope Customs set out to build a replica Land Speed Record (LSR) car aided by nine MVROP Auto Body and Automotive Technology students. While students worked at the Hope Customs shop they gained real-world experience in prep, paint, fabrication, design, finish, job scheduling, and procurement. The goal of this project, and the creation of the Hope Customs "Student Involvement Program", is to give students real experience in the job market, which makes a huge difference in regards to their professional portfolios and resumes.

Bob Hope, owner of Hope Customs, enthusiastically shared, "We are proud to be a part of this program and look forward to the future of what the next generation will bring with regards to skills, abilities, talent, design, and maybe the next generation of Speed Kings, History Making Car Designer's, and the 21st Century of unbelievable developments in the Automotive Industry." He welcomes anyone interested in seeing the LSR car in person to visit Hope Customs.



MVROP Congratulates Its Newest Retirees



There comes a time in everyone's life when we pause and ponder, when am I going to retire and what would I do? After many years of support in their respected areas of expertise, two key staples on the MVROP staff roster are now ready to answer both of those questions.

Stan Hearne has been teaching for over 25 years; 20 at MVROP. He has been an integral part of why the Construction Technology program has been successful and is a co-instructor in the Building Green-Building Smart Program Pathway in partnership with Kennedy High. His infamous collared shirts and charming gum-chewing grin will be sorely missed around the campus.

The collective sighs of disbelief from MVROP staff when Chi Au's retirement was announced at the last staff meeting is a testament to how much Chi is respected and liked by his fellow co-workers. His humble nature, positive energy, and love of zip-ties (also known as "Chi-ties") have been entertaining to work with on a daily basis.

MVROP would like to thank both of these valued staff members for their dedication, service, and friendship over the years. Congratulations Stan and Chi, you will be missed.



Remember to...



Mark Your Calendars!

Mission Valley ROP

5019 Stevenson Blvd.

Fremont, CA 94538

Phone: 510-657-1865

Fax: 510-438-0378

Website: www.mvrop.org

ADULT INFORMATION SESSIONS FOR HHA

will be on Monday, July 7 @ 8:30 a.m.

and Thursday, July 10 @ 4 p.m.

FOR MORE INFORMATION GO TO

WWW.MVROP.ORG

Leader in Career Technical Education!

Lam Research Corp. Receives MVRP Platinum Award

On Thursday, March 13, 2014, Lam Research Corporation was presented the Mission Valley ROP Platinum Educational Business Partner Award in front of over 120 MVRP business and industry advisors, staff, and students at the Spring CTE Advisory Meeting.

Lam Research Corporation is a major supplier of wafer fabrication equipment and services to the worldwide semiconductor industry, where they have been advancing semiconductor manufacturing for more than 30 years. Lam Research recognizes positively engaging employees and giving back to communities is central to their philanthropic goal of improving education in our area. As an example of this corporate philanthropic dedication towards giving back to the local educational environment, Lam Research has partnered with Mission Valley ROP by: providing funding support for an Information Communication Technologies lab, serving as a valued industry advisor for the Project Lead the Way Consortium; and committing more than eighty thousand dollars over the last five years to Mission Valley ROP, directly benefitting the future of developing program pathways.



The quality CTE provided in Mission Valley ROP programs, along with resources and support from Lam Research Corporation, have resulted in preparing students with the hands-on skills, industry training, and professionalism needed to secure employment in both the Information Communication Technologies and Engineering and Architecture industries.

The Platinum Educational Business Partner Award highlights the type of relationship that is critical for the ongoing success of career technical education programs and the positive benefits that result for the students, the community, and local economy when it is treated as a fundamental commitment.



Consent Calendar



Minutes

**Regular Meeting of the Governing Council
Mission Valley Regional Occupational Center/ Program
Monday, May 12, 2014**

Member Sweeney called the meeting to order at 4:02pm.

Present:

Larry Sweeney, President
Nancy Thomas, Vice-President
Jonas Dino, Clerk

Approval of Agenda:

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

Communication:

a. Items from Staff:

MVROP Updates

Superintendent Hanson shared MVROP is still waiting to hear about the AB 86 Career Pathways Trust Grant results. Notification for grant approval is not expected until late May.

Superintendent Hanson reported MVROP will be working with the Tri-Cities One Stop to review the possible opportunities for contracting CTE services in the form of counseling; industry certificates; AA; and industry connecting through WIA funding.

MVROP has selected Elba Rios to be the recipient of the 2014 MVROP Teacher of the Year Award. She will also represent MVROP at the ACOE awards ceremony in October of 2014.

Facilities projects designated under the Reserve Allocation Plan are underway and will continue through summer. There are some questions regarding the BHS kitchen and the fire marshal's report. MVROP has yet to see it and are waiting for recommendations from Jenny Rios regarding classroom changes.

The MVROP Instructional Team is preparing for staff development taking place in August of 2014.

b. Oral Communication:

MVROP Instructor Janay Shepherd presented an overview of the Careers in Education Program.

c. Written Communication:

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

- *"Mission Valley ROP Invests in the Future" Tri-City Voice, April 29, 2014*

- *“Your Saturday Plans: The 11th Annual MVROP/WHS Car Show”*
MVROP Press Release, May 2, 2014

d. Items from the Board:

Member Dino announced that the “Space Cookies” event will be taking place at Kitiyama Elementary School on Wednesday, May 21 at 6 to 8 p.m.

Member Sweeney shared the 2014 FUSD Teacher of the Year selected was from Robertson High School. He also mentioned his intention to request LCFF CTE funding FUSD has received be passed through to MVROP. He has requested for this to be a future agenda item at the FUSD Board of Education meeting.

e. Public Comment:

None

Consent Calendar:

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

Business and Finance #1

Review Budget Modification Plan

Superintendent Hanson and Marie dela Cruz, MVROP Business Services Director, reviewed Business and Finance Item #1 and answered subsequent Board inquiries regarding the Budget Modification Plan.

This item is information only.

Business and Finance #2

Review and Receive Preliminary Budget 2014-15

Marie dela Cruz, MVROP Business Services Director, reviewed Business and Finance Item #2 and answered subsequent Board inquiries regarding the Preliminary Budget for 2014-15.

Member Dino made a motion to approve Business and Finance #2, Receive the Preliminary Budget for 2014-15. Member Thomas made a second to approve the motion. Members voted 3-0 to approve Business and Finance #2, Receive the Preliminary Budget for 2014-15.

Board of Education #1

Review MVROP Certificated Employee Evaluation Revision

Margie Trujillo, MVROP Director of Instructional Services, reviewed Board of Education Item #1 and answered subsequent Board inquiries regarding the First Reading of the Certificated Employee Evaluation Revision.

Member Thomas made a motion to approve Board of Education #1, Approve the First Reading of the Certificated Employee Evaluation Revision. Member Dino made a second to approve the motion. Members voted 3-0 to approve Board of Education #1, Approve the First Reading of the Certificated Employee Evaluation Revision.

Board Requests:

Member Thomas requested for the proposed Bridgepoint High School kitchen facilities project be placed on the June 19, 2014 agenda.

Member Dino requested for talking points to be provided for the Board to use in their respective Board of Education meetings regarding the LCFF CTE funding given to districts.

The meeting was adjourned at 5:32 p.m.

Larry Sweeney, President

Nancy Thomas, Vice President

Jonas Dino, Clerk



Business and Finance

MISSION VALLEY ROP

PURCHASE ORDER REPORT
PURCHASE ORDERS OVER \$5,000
BOARD MEETING - JUNE 19, 2014
PO PERIOD: MAY 5, 2014-JUNE 11, 2014
AGENDA ITEM - B&F #1

PO			
NUMBER	VENDOR NAME & ACCOUNT CODE	DESCRIPTION	AMOUNT
147164	NEWARK UNIFIED SCHOOL DISTRICT	PAYROLL REIMBURSEMENT FOR	\$ 48,000.00
	81-0635-0-6999-2101-5830-664-6008	CAREER TECH, ADMINISTRATOR	
	81-0635-0-6999-3111-5830-664-6008	AND SUBSTITUTE TEACHERS	
	81-0635-0-6999-1001-5830-664-6008		

Mission Valley ROP
Warrants \$5,000 and above
From 5/3/14 - 6/9/14
Fiscal Year 13/14

B&F #2
June 19, 2014

Date	Warrant #	Vendor	Purpose	Amount	PO number
5/6/14	50366698	Creation Engine	Textbooks for Graphics class	\$ 5,739.04	145654
5/6/14	50366704	Delta Dental	Monthly dental premiums	\$ 5,173.46	
5/6/14	50366737	New Haven USD	Payroll reimbursement	\$ 15,193.48	143583
5/6/14	50366747	Palace Office Interiors	Furniture for NMHS Merchandising room 301	\$ 9,524.45	144554
			Furniture for Robertson BPD room 28	\$ 17,522.86	144555
5/13/14	50366907	New Haven USD	Payroll reimbursement	\$ 7,596.74	143583
5/13/14	50366908	New Haven USD	Transportation	\$ 5,259.80	140137
5/13/14	50366945	SJSU Foundation	PLTW training for MSJ and NMHS	\$ 7,500.00	146411
5/20/14	50367141	LCA Architects	Architect services paint/spray booth	\$ 7,923.00	144219
5/20/14	50367290	Niles Electric	Electrical work for Auto Tech shop WHS	\$ 12,000.00	145751
5/20/14	50367303	Pearson Education	Culinary Arts textbooks for all sites	\$ 13,954.54	146082
5/20/14	50367281	Troxell Communications	Mounted ceiling projector/equipment Conley	\$ 7,492.60	145085
6/3/14	50406735	Amazon.com	Books and supplies for Graphics class	\$ 1,114.31	145657
			Supplies for Health Occupations JLHS	\$ 445.33	145658
			Instructional DVD's for bio tech NMHS	\$ 13.21	145724
			Professional Headphones Sound Design	\$ 621.05	146199
			Cameras and Supplies for Animation	\$ 3,169.01	146206

X Information
X Action

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

AGENDA ITEM

B&F #3

Date of Board Meeting: June 19, 2014

TITLE: Approve Services Agreement between MVROP and Dannis Woliver Kelley

Background:

MVROP has been using the services of Dannis Woliver Kelley, formerly known as Miller Brown & Dannis, to represent, advise, counsel, prepare periodic reviews of relevant court decisions, legislation, and other legal issues. In addition, Dannis Woliver Kelley have kept current and in force at all times a policy covering incidents of legal malpractice. The services agreement between MVROP and Dannis Woliver Kelley expires June 30, 2014.

Current Status:

A new Services Agreement between Mission Valley ROP and Dannis Woliver Kelley is recommended. The services provided to MVROP will remain unchanged for 2014-15. The contract will be effective July 1, 2014 through June 30, 2015, and continuing thereafter as approved.

Recommendation:

Staff recommends approval of the Services Agreement between Mission Valley ROP and Dannis Woliver Kelley for the 2014-15 school year.

Marie dela Cruz 657-1865 x15145
Staff Contact

Business Services
Division

Thomas Hanson
Superintendent



DANNIS WOLIVER KELLEY

CALIFORNIA'S THOUGHT LEADERS
IN EDUCATION LAW >>

GREGORY J. DANNIS
Attorney at Law
gdannis@DWKesq.com

San Francisco



SAN FRANCISCO
275 Battery Street
Suite 1150
San Francisco, CA 94111
TEL 415.543.4111
FAX 415.543.4384

LONG BEACH
115 Pine Avenue
Suite 500
Long Beach, CA 90802
TEL 562.366.8500
FAX 562.366.8505

SAN DIEGO
750 B Street
Suite 2310
San Diego, CA 92101
TEL 619.595.0202
FAX 619.702.6202

NOVATO
1682 Novato Boulevard
Suite 251
Novato, CA 94947
TEL 415.543.4111
FAX 415.543.4384

www.DWKesq.com

May 14, 2014

Thomas Hanson
Superintendent
Mission Valley Regional Occupational Program
5019 Stevenson Boulevard
Fremont, CA 94538

Re: 2014-15 Agreement for Professional Services

Dear Mr. Hanson:

Thank you for the opportunity to provide legal advice and counseling services to the Mission Valley Regional Occupational Program. As a law firm that specializes in representing school and community college districts, we understand the vital role our services play in the important work you do.

Dannis Woliver Kelley will not be raising rate ranges in the 2014-15 school year, except for those districts using Greg Dannis' services (see enclosed agreement). We will continue to offer MVROP the efficient and prompt service you have come to expect.

We look forward to serving MVROP in the coming school year. Please sign both originals of the agreement and return one signed original to our office in the envelope provided. Please insert the date of Board approval in the executed document.

Very truly yours,

DANNIS WOLIVER KELLEY

Gregory J. Dannis
GJD:cc
Enclosures

DEDICATION
WISDOM
KNOW-HOW

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made and entered into this 1st day of July, 2014, by and between the Mission Valley Regional Occupational Program, hereinafter referred to as ROP, and Dannis Woliver Kelley, a professional corporation, hereinafter referred to as Attorney.

In consideration of the promises and the mutual agreements hereinafter contained, ROP and Attorney agree as follows:

ROP appoints Attorney to represent, advise, and counsel it from July 1, 2014, through and including June 30, 2015, and continuing thereafter as approved. Any services performed during the period between the above commencement date and the date of Board action approving this Agreement are hereby ratified by said Board approval. Attorney agrees to prepare periodic reviews of relevant court decisions, legislation, and other legal issues. Attorney agrees to keep current and in force at all times a policy covering incidents of legal malpractice.

ROP shall be truthful with Attorney, cooperate with Attorney, keep Attorney informed of developments, perform the obligations it has agreed to perform under this Agreement and pay Attorney bills in a timely manner.

Except as hereinafter provided, ROP agrees to pay Attorney two hundred twenty-five dollars (\$225) to three hundred dollars (\$300) per hour for shareholders, special counsel and of counsel; one hundred eighty-five dollars (\$185) to two hundred twenty-five dollars (\$225) per hour for associates; and one hundred twenty dollars (\$120) to one hundred forty dollars (\$140) per hour for paralegals and law clerks. The hourly rate for Gregory Dannis will be three hundred twenty five dollars (\$325). Rates for individual attorneys may vary within the above ranges depending on the level of experience and qualifications and the nature of the legal services provided. Substantive communications advice (telephone, voice-mail, e-mail) is billed in a minimum increment of one-tenth (.1) of an hour, except for the first such advice in any business day, which is charged in a minimum of three-tenths (.3) of an hour. In the course of travel it may be necessary for Attorney to work for and bill other clients while in transit. If, during the course of representation of ROP, an insurance or other entity assumes responsibility for payment of all or partial fees of Attorney on a particular case or matter, ROP shall remain responsible for the difference between fees paid by the other entity and Attorney's hourly rates as specified in this Agreement unless otherwise agreed by the parties.

Agreements for legal fees at other than the hourly rate set forth above may be made by mutual agreement for special projects or particular scopes of work.

ROP further agrees to reimburse Attorney for actual and necessary expenses and costs with respect to providing the above services, including support services such as copying costs, express postage, and facsimile transmittals. ROP agrees that such actual and necessary expenses may vary according to special circumstances necessitated by request of ROP or emergency conditions which occasionally arise.

ROP further agrees to pay for major costs and expenses by paying third parties directly including, but not limited to, costs of serving pleadings, filing fees and other charges assessed by courts and other public agencies, arbitrators' fees, court reporters' fees, jury fees, witness fees, investigation expenses, consultants' fees, and expert witness fees. Upon mutual consent of ROP and Attorney, Attorney may pay for such costs and expenses and ROP shall advance costs and expenses to Attorney.

Attorney shall send ROP a statement for fees and costs incurred every calendar month. Attorney's statements shall clearly state the basis thereof, including the amount, rate and basis for calculations or other methods of determination of Attorney's fees. ROP shall pay Attorney's statements within thirty (30) days after each statement's date. Upon ROP office's request for additional statement information, Attorney shall provide a bill to ROP no later than ten (10) days following the request. ROP is entitled to make subsequent requests for bills at intervals of no less than thirty (30) days following the initial request.

It is expressly understood and agreed to by both parties that Attorney, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the ROP.

Because Attorney represents many school and community college districts, county offices of education, joint powers authorities, SELPAs and other educational entities, conflicts of interest may arise in the course of Attorney's representation. Because Attorney does not represent many private entities or non-school public entities, Attorney will encounter fewer conflicts of interest than the ROP would encounter with law firms that represent those types of entities. If Attorney becomes aware of any potential or actual conflicts of interest, Attorney will inform the ROP of the conflict and comply with the legal and ethical requirements to fulfill its duties of loyalty and confidentiality to ROP. If ROP has any question about whether Attorney has a conflict of interest in its representation of ROP in any matter, it may contact Attorney or other legal counsel for clarification.

ROP or Attorney may terminate this Agreement by giving thirty (30) days written notice of termination to the other party.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement for Professional Services.

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM



Thomas Hanson
Superintendent

5/22/14
Date

DANNIS WOLIVER KELLEY



Gregory J. Dannis
Attorney at Law

May 14, 2014

Date

	Information
<u>X</u>	Action
	Presentation

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM
BOARD OF EDUCATION

A G E N D A I T E M
B&F #4

DATE OF BOARD MEETING: June 19, 2014

TITLE: Adopt Resolution No. 15-1314
 Authorizing the Director of Business Services
 To Approve Year-End Budget Transfers

Background:

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

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

Current Status:

Education Code Section 35161 gives the board of Education the authority to delegate its authority for approving year-end transfers. Staff recommends the Board of Education delegate its authority to make these transfers to the Director of Business Services, Mission Valley ROP. A report will be made to the Board of Education by September 2014, showing the final adjusted budget and final actual expenditures.

Rationale:

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

Recommendation:

Staff recommends adoption of Resolution 15-1314 authorizing the Director of Business Services, Mission Valley ROP, the authority to approve year-end budget transfers.

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

<u> </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

B&F #5

DATE OF BOARD MEETING: June 19, 2014

TITLE: Adopt Resolution No. 14-1314
 Accept Donations to Mission Valley ROP

Background:

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

Current Status:

<u>Donated to</u>	<u>Donated by</u>	<u>Item</u>
Student of Year Event	Fremont Chamber of Commerce	\$500.00
Student of Year Event	Scott Emmett	\$100.00
Student of Year Event	Minuteman Press	Invitations, Programs, Posters
Fire Science	Students	\$20.00
Auto Body	Students	\$625.00
Culinary Arts NMHS	Students	\$260.00
Culinary Arts JLHS	Students	\$125.00
Culinary Arts KHS	Students	\$70.00

Recommendation:

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

Marie dela Cruz, 657-1865	ROP Center	Bus. Svcs.	Thomas Hanson
Staff Contact Person	Department	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: June 19, 2014

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

Local Income

INCOME APPROPRIATION	ACCOUNT NO.	AMOUNT
Local Income	81-0635-0-xxxx-0000-8699-xxx-0000	\$ 1,700

EXPENDITURE APPROPRIATION	ACCOUNT NO.	AMOUNT
PR budget, Student of the Year Venue	81-0635-0-6010-7180-5830-660-6010	\$ 600
Fire Science	81-0635-0-6602-1001-4310-660-6998	\$ 20
Auto Body	81-0635-0-6701-1001-4310-660-6998	\$ 625
Culinary Arts NMHS	81-0635-0-6621-1001-4310-664-6998	\$ 260
Culinary Arts JLHS	81-0635-0-6621-1001-4310-667-6998	\$ 125
Culinary Arts KHS	81-0635-0-6621-1001-4310-652-6998	\$ 70
		\$ 1,700

Respectfully submitted,

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

_____ Request Approved

_____ Not Approved

Posted by: _____

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

MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

AGENDA ITEM

B&F#6

Date of Board Meeting: **June 19, 2014**

TITLE: **Memorandum of Understanding between Direct Support Professional Trainers and MVROP**

Background:

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

Current Status:

Mission Valley ROP and Gina Rivera and Jamie Rivera-Vallestero have created a Memorandum of Understanding specifying the agreement for contracting training services for Direct Support Professional Training.

Recommendation:

MVROP recommends approval of the Memorandum of Understanding with Direct Support Professional Trainers, Gina Rivera and Jamie Rivera-Vallestero.

Margie Trujillo	Instructional Services	Thomas Hanson
Staff Contact	Division	Superintendent, Mission Valley ROP



Memorandum of Understanding (MOU)

By this agreement made and entered into the 2nd day of June 2014, between Mission Valley Regional Occupational Program (MVROP) (hereinafter referred to as MVROP), and Gina Rivera, in consideration of mutual covenants, the parties hereto agree as follows:

- A. **PURPOSE OF MOU:** The purpose of this MOU is to outline the consultant services provided by Gina Rivera for Direct Support Professional (DSP) training for the MVROP.
- B. **DESCRIPTION OF SERVICES:** MVROP agrees to engage Gina Rivera as a DSP trainer for MVROP to fulfill its commitment as a DSP training provider recognized by the California Department of Education (CDE) and Department of Developmental Services (DDS).
- C. **GINA RIVERA OBLIGATIONS:** For the period of this agreement Gina Rivera agrees to provide the following services, materials, and/or products: Gina Rivera will prepare for the delivery of quality testing and training practices and procedures outside of scheduled training times. Gina Rivera will deliver completed, accurate records and documentation to include all registration, testing and/or training materials as defined in the DSP training manual to Student Services within one week after completing a testing cycle or training and testing (written and skills check) cycle. Gina Rivera agrees to review and resubmit within three (3) days of written notification registration, testing and training materials if records and documentation are missing, incomplete or inaccurate as determined by San Bernardino County ROP. Gina Rivera will teach the Direct Support Professional training curriculum as determined by the California Department of Education (CD) and Department of Developmental Services (DDS), without deviation.

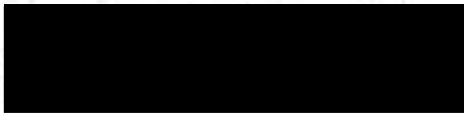
Gina Rivera will monitor inventory of testing and/or training supplies and place order at least one (1) month before a scheduled testing or training, if necessary. Gina Rivera will submit to Director of Educational Services a calendar of dates for testing and training one (1) or more months prior to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

County ROP to DSP participants and homes. Gina Rivera will participate and/or coordinate when appropriate, all DSP conference calls, advisory meetings, and trainings. Conference calls will take place at the MVROP Center.

- D. **MVROP OBLIGATIONS:** For the period of this agreement: MVROP shall provide a training/testing room and storage space in the Mission Valley Career Technical Training Center and/or appropriate facility. MVROP shall provide and maintain equipment that is deemed necessary by the DSP training manual guidelines to effectively train Direct Support Professionals by the DSP trainer. MVROP shall provide the instructional materials deemed necessary by the DSP training manual guidelines to effectively train Direct Support Professionals by the DSP trainer.
- E. **COMPENSATION:** Gina Rivera will administer the Challenge tests and be paid \$20 per student tested; Participants in Challenge testing may be claimed by 1 trainer and 1 proctor, if necessary. Gina Rivera will teach each 35-hour training session (including testing) and will be paid \$175 per student for each participant. Each session shall have a minimum of 6 students and a maximum of 24 students. Participants in Year 1 or Year 2 training may only be claimed by one trainer. Gina Rivera will receive \$100 for teacher preparation per 35-hour training session she teaches. Gina Rivera must submit an itemized invoice to Student Services which includes: dates of testing or training, type of training or testing, and number of students per testing or training. Itemized invoice must be received by the 5th of the month following a testing or training cycle to be paid the last work day of the month by MVROP.
- F. **PERIOD OF MOU:** The remaining terms of the agreement shall be in force July 1, 2014 through June 30, 2015 and may continue on a year-to-year basis. Either party may terminate the agreement with at least 30 days written notification.
- G. **INSURANCE:** Reference General Terms and Conditions, H.2. The insurance requirement of this contract is waived.
- H. **GENERAL TERMS AND CONDITIONS:**
1. **INDEMNIFICATION:** MVROP and Gina Rivera agree to indemnify, defend, and save harmless the other local education agency's officers, agents, employees, and volunteers from any and all claims and losses accruing or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement and from any and all claims and licenses resulting to any person, firm, or corporation who may be injured or damaged by MVROP or Gina Rivera in the performance of this agreement.
 2. **INSURANCE:** MVROP shall maintain general liability insurance, automobile coverage, and workers compensation coverage in such an amount as may be reasonably necessary to assure compliance with the Indemnification provision, herein above.

3. **NON-DISCRIMINATION:** No discrimination shall be made in the employment of persons under this agreement because of race, religion, sex, age, national origin, ancestry, political affiliations, disability, medical condition, marital status, or sexual orientation.
4. **SUCCESSORS AND ASSIGNS:** This agreement shall be binding on the administrators, successors, and assigns of the respective parties.
5. **FINGERPRINTING AND CRIMINAL RECORDS CHECK:** MVROP and Gina Rivera shall comply with the provisions of Education Code Section 45125.1 regarding the submission of employee fingerprints with the California Department of Justice and the completion of criminal background investigations of its employees.
6. **HEALTH EXAMINATIONS:** No person shall be initially allowed to interact with students unless he/she has placed on file with the appropriate local education agency a certificate from a licensed physician indicating that a tuberculosis examination has taken place in accordance with education Code 49406.
7. **CHANGES OR ALTERATIONS:** No changes, alterations, or variations of any kind to this agreement are authorized without the written consent of both parties.
- I. **COMMUNICATIONS:** Communications between the parties to this Agreement may be sent to the appropriate individual as outlined below.

Gina Rivera



Thomas Hanson
Superintendent
Mission Valley ROP
5019 Stevenson Boulevard
Fremont, CA 94538

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

K. DSP Trainer

MVROP REPRESENTATIVE

Signature: [Signature]

Signature: [Signature]

Print Name: Gina M. Rivera

Print Name: Margie Trujillo

Title: TRAINER PROCTOR, COORDINATOR

Title: Director

Date Signed: 6/11/14

Date Signed: 6/10/14



Memorandum of Understanding (MOU)

By this agreement made and entered into the 2nd day of June 2014, between Mission Valley Regional Occupational Program (MVROP) (hereinafter referred to as MVROP), and Jamie Rivera-Vallesterio (hereinafter referred to as Provider), in consideration of mutual covenants, the parties hereto agree as follows:

- A. PURPOSE OF MOU: The purpose of this MOU is to outline the consultant services provided by Provider for the Direct Support Professional (DSP) training program for the MVROP.
- B. DESCRIPTION OF SERVICES: MVROP agrees to engage Provider as a DSP trainer of services for MVROP to fulfill its commitment as a DSP training provider recognized by the California Department of Education (CDE) and Department of Developmental Services (DDS).
- C. PROVIDER OBLIGATIONS: For the period of this agreement Provider agrees to provide the following services, materials, and/or products:
 - 1. Provider will prepare for the delivery of quality testing and training practices and procedures outside of scheduled training times.
 - 2. Provider will deliver completed, accurate records and documentation to include all registration, testing and/or training materials as defined in the DSP training manual to the ROP Coordinator within one week after completing a testing cycle or training and testing (written and skills check) cycle.
 - 3. Provider agrees to review and resubmit within three (3) days of written notification registration, testing and training materials if records and documentation are missing, incomplete or inaccurate as determined by East San Gabriel Valley Regional Occupational Program and Technical Center.
 - 4. Provider will inform DSP Coordinator when testing and/or training supplies need to be ordered at least one (1) month before a scheduled testing or training.
 - 5. Provider will submit to the ROP Coordinator a calendar of dates for testing and training one (1) or more months prior to the first scheduled session to allow sufficient time to prepare advertisements and distribute to stakeholders.
 - 6. Provider will teach the Direct Support Professional training curriculum as determined by the California Department of Education and Department of Developmental Services, without deviation.
- D. MVROP OBLIGATIONS: For the period of this agreement:
 - 1. MVROP shall provide a training/testing room and storage space in the Mission Valley ROP Career Technical Training Center and/or appropriate facility.

2. MVROP shall provide and maintain equipment that is deemed necessary by the DSP training manual guidelines to effectively train Direct Support Professionals by the DSP trainer.
3. MVROP shall provide the instructional materials deemed necessary by the DSP training manual guidelines to effectively train Direct Support Professionals by the DSP trainer.
4. MVROP will order testing and training supplies when informed by Provider.
5. MVROP will prepare advertisements and distribute to appropriate stakeholders once a schedule has been determined and communicated to the DSP Coordinator by Provider.
6. MVROP will coordinate registration of participants for testing and training.
7. MVROP will inform Provider of registered participants before scheduled day of testing or training.

E. COMPENSATION:

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

F. PERIOD OF MOU: The remaining terms of the agreement shall be in force July 1, 2014 through June 30, 2015 and may continue on a year-to-year basis. Either party may terminate the agreement with at least 30 days written notification.

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

H. GENERAL TERMS AND CONDITIONS:

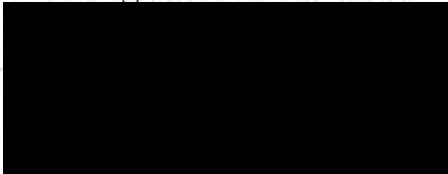
1. INDEMNIFICATION: MVROP and Provider agree to indemnify, defend, and save harmless the other local education agency's officers, agents, employees, and volunteers from any and all claims and losses accruing or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement and from any and all claims and licenses resulting to any person, firm, or corporation who may be injured or damaged by MVROP or Provider in the performance of this agreement.
2. INSURANCE: MVROP shall maintain general liability insurance, automobile coverage, and workers compensation coverage in such an amount as may be reasonably necessary to assure compliance with the Indemnification provision, herein above.

3. NON-DISCRIMINATION: No discrimination shall be made in the employment - of persons under this agreement because of race, religion, sex, age, national origin, ancestry, political affiliations, disability, medical condition, marital status, or sexual orientation.
4. SUCCESSORS AND ASSIGNS: This agreement shall be binding on the administrators, successors, and assigns of the respective parties.
5. FINGERPRINTING AND CRIMINAL RECORDS CHECK: MVROP and Provider shall comply with the provisions of Education Code Section 45125.1 regarding the submission of employee fingerprints with the California Department of Justice and the completion of criminal background investigations of its employees.
6. HEALTH EXAMINATIONS: No person shall be initially allowed to interact with students unless he/she has placed on file with the appropriate local education agency a certificate from a licensed physician indicating that a tuberculosis examination has taken place in accordance with Education Code 49406.
7. CHANGES OR ALTERATIONS: No changes, alterations, or variations of any kind to this agreement are authorized without the written consent of both parties.

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

PROVIDER

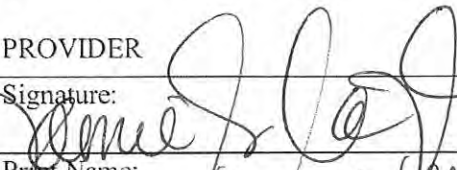
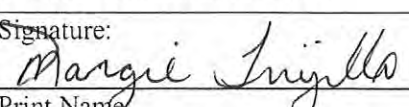
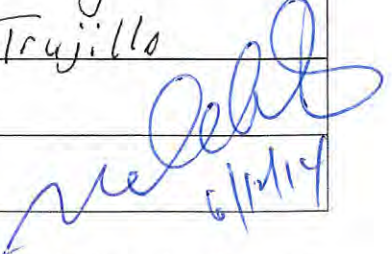
Jamie Rivera-Vallesterio
Direct Support Professional Trainer



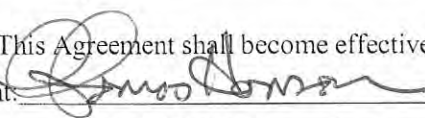
MVROP

Margie Trujillo
Mission Valley ROP
5019 Stevenson Boulevard
Fremont, CA 94538
Phone: 510-657-1865 x15138
Fax: 510-438-0378
Email: mtrujillo@mvrop.org

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

PROVIDER	MVROP REPRESENTATIVE
Signature: 	Signature: 
Print Name: <u>Jamie Rivera-Vallesterio</u>	Print Name: <u>Margie Trujillo</u>
Title: <u>Trainer</u>	Title: <u>Director</u>
Date Signed: <u>6/11/2014</u>	Date Signed: <u>6/10/14</u> 

- K. APPROVALS: This Agreement shall become effective upon its approval by the undersigned persons:

Superintendent: 

Date: 6/11/14

Ratified and Approved by MVROP Governing Council on _____



Employment & Personnel

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

AGENDA ITEM

_____ Information

Date: June 19, 2014

_____ **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, Resignation, Retirement.*

Marie dela Cruz
(510) 657-1865

Classified Personnel
Division

Thomas Hanson
Superintendent

CONSENT ITEMS
MISSION VALLEY ROP

Classified Personnel

New Hires

NAME	POSITION	HOURS	SUPERVISOR	EFFECTIVE DATE	OTHER
Luke Robertson	Computer Repair Technician	8 hrs/day	Phil Subasa	6/9/14	

Resignation

NAME	POSITION	HOURS	SUPERVISOR	EFFECTIVE DATE	OTHER
Ghazal Yousofy	Accounting Technician	8 hrs/day	Marie dela Cruz	5/17/14	

Retirement

NAME	POSITION	HOURS	SUPERVISOR	EFFECTIVE DATE	OTHER
Chi Au	Computer Repair Specialist	8 hrs/day	Phil Subasa	7/1/14	

(con15June13.14)

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

AGENDA ITEM

_____ Information

Date: June 19, 2014

_____ **X** _____ Action

Title: REPORT OF CERTIFICATED PERSONNEL ACTIONS

Background:

The Governing Council has delegated authority to the ROP staff to take certain actions on its behalf related to 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 Certificated Personnel actions is submitted, recommending approval of prior actions taken by ROP staff.

Recommendation:

Approve Certificated Personnel recommendations for: *Retirement.*

Margie Trujillo
(510) 657-1865

Certificated Personnel
Division

Thomas Hanson
Superintendent

ECL 1

CONSENT ITEMS
MISSION VALLEY ROP

Certificated Personnel

Retirement

NAME	FTE	6HR/7HR	DEPARTMENT	EFFECTIVE DATE	OTHER
Benjamin Stanley Hearne	1	7 hr	Industrial Technology	6/14/14	

(con14june13.14)



End of Consent



Business and Finance



Business and Finance #1

**MISSION VALLEY ROP
BOARD OF EDUCATION**

 X Information
 Action
 Presentation

**AGENDA ITEM
BUSINESS & FINANCE #1**

Date of Board Meeting: June 19, 2014

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, ROC/Ps had a negative adjustment of .63% in 2008-09. In addition to these tremendous cuts, ROC/Ps 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 ROC/P as part of the LCFF base for districts that received the Tier III funding directly from the state. However, the budget included maintenance of effort requirements for ROC/P's.

The maintenance of effort (MOE) requirement for ROC/P JPA's, such as Mission Valley ROP, requires participating districts to pass through funds to the JPA for the 2013-14 and 2014-15 fiscal years, based upon funds received or provided in 2012-13.

Current Status:

The 2014-15 Adopted Budget is included in this month's Board packet. Significant bills supporting continued funding for Regional Occupational Programs are moving forward in the process but have not been finalized (i.e. AB 2216 (Muratsuchi) would extend the maintenance of effort requirement through 2016-17).

Recommendation:

None

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

43



Business and Finance #2

☒ Information
☒ Action
☐ Presentation

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

**AGENDA ITEM
Business & Finance #2**

DATE OF BOARD MEETING: June 19, 2014

TITLE: Public Hearing and Action on the Adopted Budget 2014-15

Background:

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

Current Status:

The budget for 2014-15 is in the State required SACS financial reporting software. Estimates for 2013-14 actuals and budgeted accounts for 2014-15 are included in the report, along with a criteria and standards review, long term debts, multi-year projection and assumptions for income and expenditures. The final budget for the State has not been approved as of June 10, 2014.

Recommendation:

Staff recommends approval of the 2014-15 Adopted Budget.

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

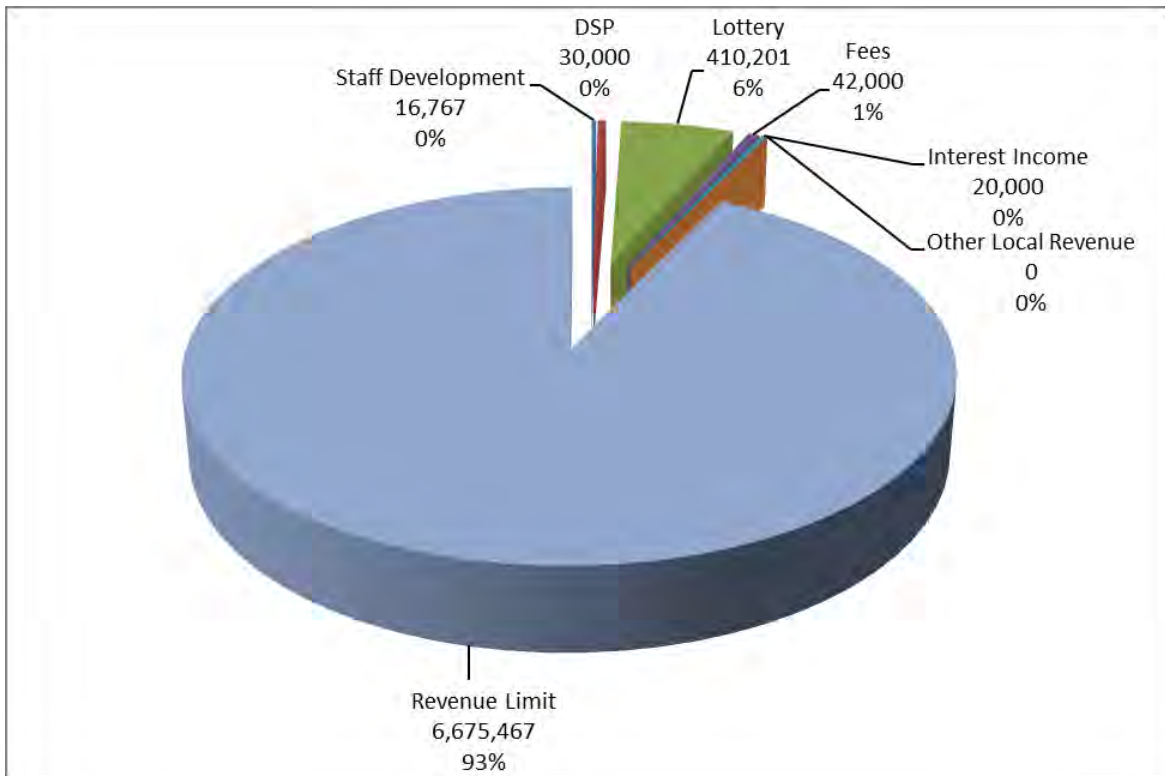
Board Meeting June 19, 2014
Agenda Item
Business & Finance #2

2014-15 ADOPTED BUDGET

I. REVENUES

- Total 2014-15 Revenues = \$7,194,435 (.4% decrease)
- No Cost of Living Adjustment (0% COLA)
- Lottery based on \$156.00 per 2007-08 ADA

Revenues	2013-14 2nd Interim	2014-15 Adopted Budget	Difference	% Change
Staff Development	16,767	16,767	0	0.00%
DSP	30,000	30,000	0	0.00%
Lottery	404,943	410,201	5,258	1.30%
Fees	42,000	42,000	0	0.00%
Interest Income	20,000	20,000	0	0.00%
Other Local Revenue	33,804	0	(33,804)	-100.00%
Revenue Limit	6,675,467	6,675,467	0	0.00%
Total	7,222,981	7,194,435	(28,546)	-0.40%

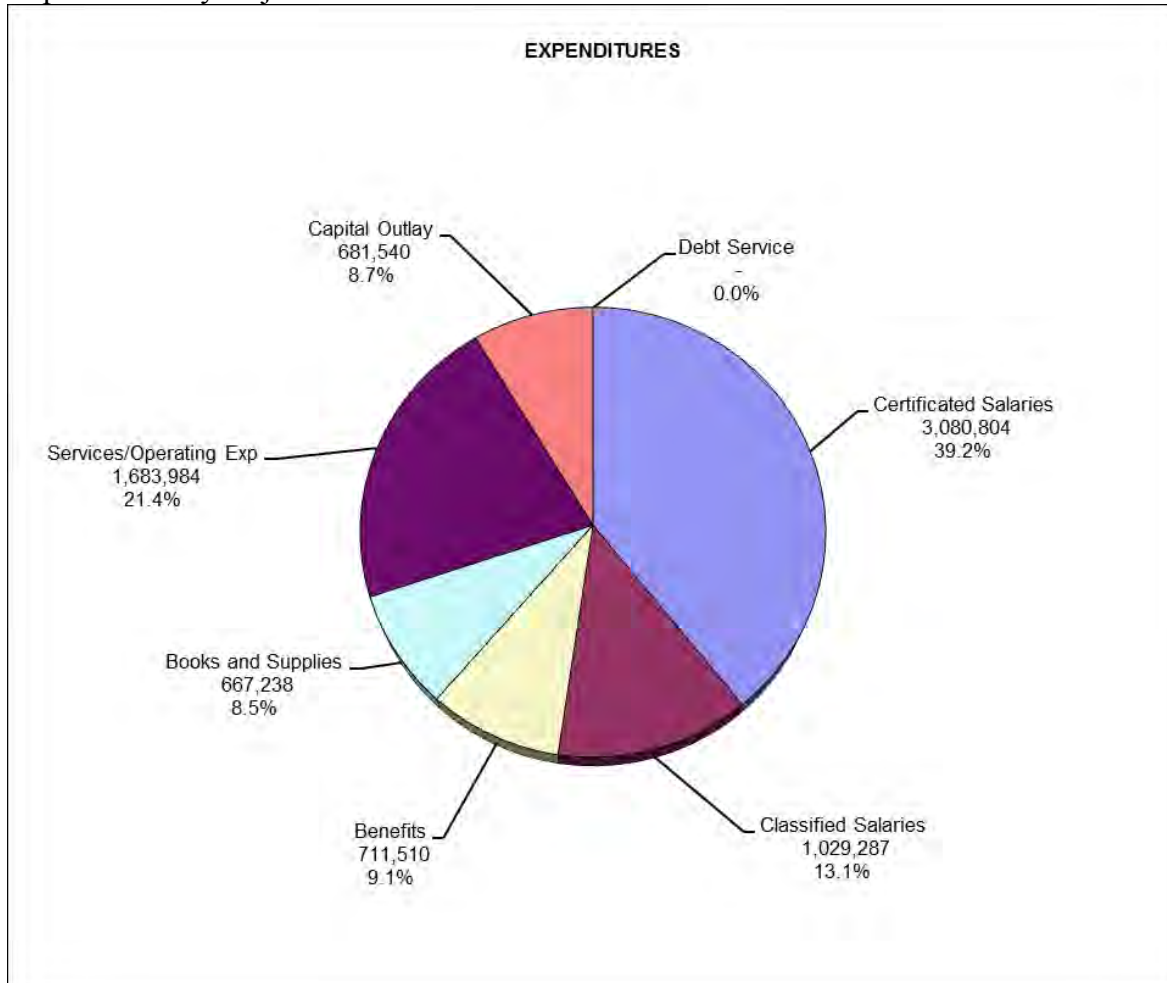


II. EXPENDITURES

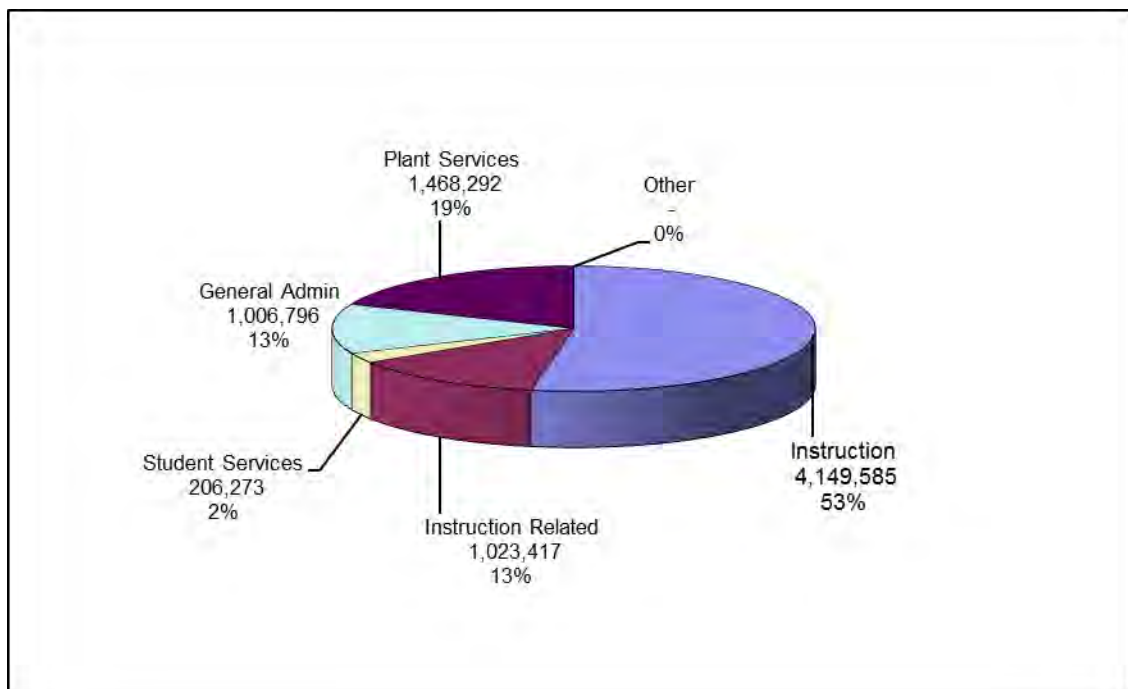
- Total Expenditures = \$7,854,363 (3.1% decrease)
- Salaries include 3% step and column increase
- Savings in Classified salaries includes new hires in lower steps
- Increase in benefits include increase in PERS rate (11.771%) and potential increase in STRS rate (9.5%)
- Total salaries and benefits represent 73% total expenditures
- Books and supplies reduced by 2013-14 one-time expenditures per the Reserve Allocation Plan
- 2014-15 Expenditures includes \$1,045,000 in the following Facilities Improvement Projects:
 1. American High School Culinary kitchen upgrades and modifications, electrical and network upgrades, new ovens, new sink, new shelving, and audio-visual equipment.
 2. American High School Marketing class electrical and network upgrades, painting, new whiteboards, computer tables, computers, and audio-visual equipment.
 3. American High School Digital Photography class audio-visual equipment replacement and improvement.
 4. Washington High School Auto Shop modifications, electrical and network upgrades, flooring improvement, painting, mobile carts, computers, audio-visual equipment, and new canopy.
 5. Washington High School Project Lead the Way program room modifications, electrical and network upgrades, computers, computer tables, audio-visual equipment, painting, whiteboards and mobile cabinets.
 6. Mission San Jose Project Lead the Way program room modifications and improvements, sink removal, electrical and network upgrades, computer tables, computers, and audio-visual equipment.
 7. Mission San Jose Digital Photography classroom improvements, electrical and network upgrades, computer tables, and audio-visual equipment.
 8. Irvington High School computer repair classroom sink removal.
 9. Bridgepoint/MacGregor High School Business and Professional Development class improvements, audio-visual equipment.
 10. Newark Memorial High School Culinary class improvements, electrical upgrades and audio-visual equipment.
 11. Conley-Caraballo High School Business and Professional Development classroom, electrical upgrades, audio-visual equipment, computer tables, and computers.
 12. ROP Center Auto Body Spray Booth.

<u>Expenditures</u>	2013-14	2014-15	Difference	% Change
Certificated Salaries	3,027,084	3,080,804	53,720	1.8%
Classified Salaries	1,075,710	1,029,287	(46,423)	-4.3%
Benefits	635,631	711,510	75,879	11.9%
Books and Supplies	1,026,826	667,238	(359,588)	-35.0%
Services/Operating Exp	1,497,932	1,683,984	186,052	12.4%
Capital Outlay	833,189	681,540	(151,649)	-18.2%
Debt Service	10,939	-	(10,939)	-100.0%
Total Expenditures	8,107,311	7,854,363	(252,948)	-3.1%

Expenditures by Object



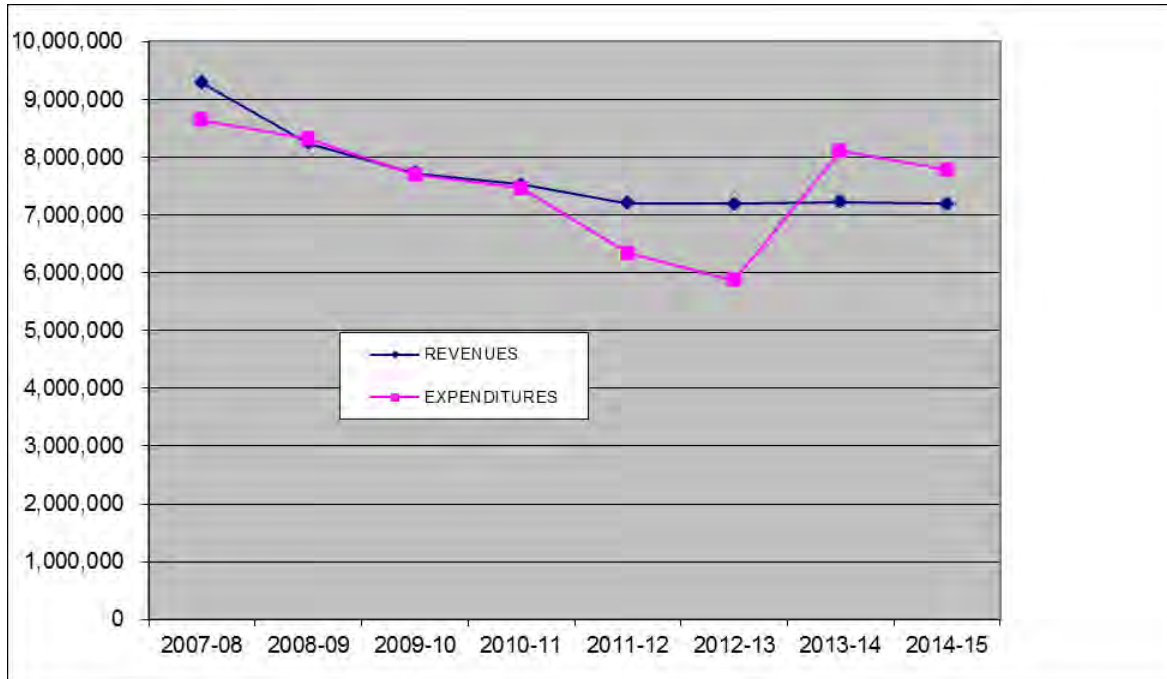
Expenditures by Function



III. BUDGET BALANCE

- Revenues less Expenditures = Deficit of \$659,928
- The deficit will be covered by reserves

Revenues and Expenditures History

**IV. FUND BALANCE/RESERVES**

- Total ending fund balance/reserves is \$5,494,340
- Reserve for Economic Uncertainties is 24% of total expenditures

RESERVES	2013-14	2014-15	Change
Economic Uncertainties	1,473,681	1,892,448	418,767
General Reserve	634,000	634,000	-
Prop 1D Projects	200,000	200,000	-
Facilities	762,000	762,000	-
Equipment Reserve	703,000	703,000	-
Retiree Benefits	160,000	160,000	-
Lottery Carryover	427,064	403,009	(24,055)
DSP Carryover	135,328	133,958	(1,370)
Local Income Carryover	1,642,711	597,711	(1,045,000)
Prepaid Expenditures	1,484	0	(1,484)
PLTW Grant Carryover	7,500	714	(6,786)
Revolving Cash	7,500	7,500	-
Total	6,154,268	5,494,340	(659,928)

V. MULTI-YEAR PROJECTION

Multi-Year Projection	2014-15	2015-16	2016-17
COLA	0.00%	0.00%	0.00%
Revenues	7,194,435	7,194,435	7,194,435
Expenditures	7,854,363	7,352,048	7,580,575
Surplus (Deficit)	(659,928)	(157,613)	(386,140)
Beginning Fund Balance	6,154,268	5,494,340	5,336,727
Ending Fund Balance	5,494,340	5,336,727	4,950,587
Reserve for Economic Uncertainties	1,892,448	1,734,178	1,348,039
% of Expenditures	24.1%	23.6%	17.8%

Assumptions:**2015-16**

- Revenues include 0% COLA
- ROP Maintenance of Effort funding requirement extended thru 2016-17
- Salaries include 3% step and column for all MVROP employees, no COLA increase
- STRS rate increase 11.1%
- PERS rate increase 12.6%

2016-17

- Revenues include 0% COLA
- ROP Maintenance of Effort funding requirement extended thru 2016-17
- Salaries include 3% step and column for all MVROP employees, no COLA increase
- STRS rate increase 12.7%
- PERS rate increase 15.0%

VI. CRITERIA AND STANDARDS

The Criteria and Standards section reviews our financial data against State established standards in various areas such as salaries and benefits, revenues, expenditures, deficit spending and reserves. Standards are either “met” or “not met”.

MVROP’s 2014-15 Budget meets all criteria and standards except the area of Salaries and Benefits. The standard compares the historical ratio of salaries and benefits to total expenditures. Based on our historical ratio, the standard ratio should be within 64-70%. In the budget year our ratio is 61% which is below standard. The ratio is lower because the total expenditures are higher due to projects designated in the Reserves Allocation Plan. The subsequent years are within standard.

VII. TECHNICAL REVIEW CHECKS

All checks “passed” for the Adopted Budget.

G = General Ledger Data; S = Supplemental Data

Form	Description	Data Supplied For:	
		2013-14 Estimated Actuals	2014-15 Budget
01	General Fund/County School Service Fund	GS	GS
10	Special Education Pass-Through Fund		
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Special Revenue Fund		
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund for Other Than Capital Outlay Projects		
18	School Bus Emissions Reduction Fund		
20	Special Reserve Fund for Postemployment Benefits		
21	Building Fund		
35	County School Facilities Fund	G	G
40	Special Reserve Fund for Capital Outlay Projects		
61	Cafeteria Enterprise Fund		
67	Self-Insurance Fund		
71	Retiree Benefit Fund		
95	Student Body Fund		
95A	Changes in Assets and Liabilities (Student Body)		
ASSET	Schedule of Capital Assets	S	
CASH	Cashflow Worksheet		S
CB	Budget Certification		S
CC	Workers' Compensation Certification		S
CHG	Change Order Form		
DEBT	Schedule of Long-Term Liabilities	S	
ICR	Indirect Cost Rate Worksheet	GS	
MYP	Multiyear Projections - General Fund		GS
SEA	Special Education Revenue Allocations		
SEAS	Special Education Revenue Allocations Setup (SELPA Selection)		
SIAA	Summary of Interfund Activities - Actuals		
SIAB	Summary of Interfund Activities - Budget		
01CS	Criteria and Standards Review	GS	GS

ANNUAL BUDGET REPORT:

July 1, 2014 Single Budget Adoption

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

Budget available for inspection at:

Public Hearing:

Place: Mission Valley ROP Business Office

Date: June 13, 2014

Place: Mission Valley ROP Board Room

Date: June 19, 2014

Time: 04:00 PM

Adoption Date: June 19, 2014

Signed: _____

Clerk/Secretary of the JPA Governing Board

(Original signature required)

Contact person for additional information on the budget reports:

Name: Marie dela Cruz

Telephone: 510-492-5145

Title: Director, Business Services

E-mail: mdelacruz@mvrop.org

Criteria and Standards Review Summary

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

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	This criterion is not checked for JPAs.	n/a	
2	Enrollment	This criterion is not checked for JPAs.	n/a	
3	ADA to Enrollment	This criterion is not checked for JPAs.	n/a	
4	Local Control Funding Formula (LCFF)	This criterion is not checked for JPAs.	n/a	

CRITERIA AND STANDARDS (continued)			Met	Not Met
5	Salaries and Benefits	Projected ratios of total salaries and benefits to total general fund expenditures are consistent with historical ratios for the budget and two subsequent fiscal years.		X
6a	Other Revenues	Projected operating revenues (e.g., federal, other state, and other local) are within the standard for the budget and two subsequent fiscal years.	X	
6b	Other Expenditures	Projected operating expenditures (e.g., books and supplies, and services and other operating) are within the standard for the budget and two subsequent fiscal years.	X	
7a	Deferred Maintenance	AB 97 (Chapter 47, Statutes of 2013) eliminated the Deferred Maintenance program under the LCFF. 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 for two or more of the last three fiscal years.	X	
9	Fund Balance	General fund beginning balance has not been overestimated by more than the standard for two or more of the last three fiscal years.	X	
10	Reserves	Projected available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the budget and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Are there known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures in excess of one percent of the total general fund expenditures that are funded with one-time resources?	X	
S3	Using Ongoing Revenues to Fund One-time Expenditures	Are there large non-recurring general fund expenditures that are funded with ongoing general fund revenues?	X	
S4	Contingent Revenues	Are any projected revenues for the budget or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?		X
S5	Contributions	Have transfers to or from the general fund to cover operating deficits changed by more than the standard for the budget or two subsequent fiscal years?	X	
S6	Long-term Commitments	Does the JPA have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the budget or two subsequent fiscal years increased over prior year's (2013-14) annual payment?		X

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S7a	Postemployment Benefits Other than Pensions	Does the JPA provide postemployment benefits other than pensions (OPEB)? • If yes, are they lifetime benefits? • If yes, do benefits continue beyond age 65? • If yes, are benefits funded by pay-as-you-go?		X
			X	
			X	
				X
S7b	Other Self-insurance Benefits	Does the JPA provide other self-insurance benefits (e.g., workers' compensation)?	X	
S8	Status of Labor Agreements	Are salary and benefit negotiations still open for: • Certificated? (Section S8A, Line 1) • Classified? (Section S8B, Line 1) • Management/supervisor/confidential? (Section S8C, Line 1)		X
				X
				X
S9	Local Control and Accountability Plan (LCAP)	This supplemental section is not checked for JPAs.	n/a	n/a
S10	LCAP Expenditures	This supplemental section is not checked for JPAs.	n/a	n/a

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

ANNUAL CERTIFICATION REGARDING SELF-INSURED WORKERS' COMPENSATION CLAIMS

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

To the County Superintendent of Schools:

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

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

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

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

Date of Meeting: Jun 19, 2014

For additional information on this certification, please contact:

Name: Marie dela Cruz

Title: Director of Business Services

Telephone: 510-492-5145

E-mail: mdelacruz@mvrop.org

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	46,767.00	46,767.00	0.0%
4) Other Local Revenue		8600-8799	7,176,214.00	7,147,668.00	-0.4%
5) TOTAL, REVENUES			7,222,981.00	7,194,435.00	-0.4%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	3,027,084.00	3,080,804.00	1.8%
2) Classified Salaries		2000-2999	1,075,710.00	1,029,287.00	-4.3%
3) Employee Benefits		3000-3999	635,631.00	711,509.93	11.9%
4) Books and Supplies		4000-4999	1,026,826.46	667,238.00	-35.0%
5) Services and Other Operating Expenditures		5000-5999	1,497,932.17	1,683,984.00	12.4%
6) Capital Outlay		6000-6999	833,189.00	681,540.00	-18.2%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	10,939.00	0.00	-100.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			8,107,311.63	7,854,362.93	-3.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(884,330.63)	(659,927.93)	-25.4%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(884,330.63)	(659,927.93)	-25.4%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	7,038,597.66	6,154,267.03	-12.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			7,038,597.66	6,154,267.03	-12.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			7,038,597.66	6,154,267.03	-12.6%
2) Ending Balance, June 30 (E + F1e)			6,154,267.03	5,494,339.10	-10.7%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	7,500.00	7,500.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	1,484.25	0.00	-100.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	255,969.21	247,813.22	-3.2%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	4,415,632.94	3,346,577.94	-24.2%
Prop 1D contingency	0000	9780		200,000.00	
Equipment Reserves	0000	9780		703,000.00	
Facilities Improvements	0000	9780		762,000.00	
Retiree Benefits	0000	9780		160,000.00	
General Reserve	0000	9780		634,000.00	
Local Income Carryover	0000	9780		597,711.00	
Lottery Carryover, Unrestricted	1100	9780		289,866.94	
Prop 1D contingency	0000	9780	200,000.00		
Facilities Improvements	0000	9780	762,000.00		
Equipment Replacement	0000	9780	703,000.00		
Retiree Benefits	0000	9780	160,000.00		
Local Income Carryover	0000	9780	1,642,711.00		
General Reserve	0000	9780	634,000.00		
Lottery Carryover, Unrestricted	1100	9780	313,921.94		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	1,473,680.63	1,892,447.94	28.4%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	6,294,051.09		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	7,500.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	116.91		
4) Due from Grantor Government		9290	67,950.60		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	1,484.25		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			6,371,102.85		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	3,544.74		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			3,544.74		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			6,367,558.11		

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
FEDERAL REVENUE					
Special Education Discretionary Grants		8182	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.0%
No Child Left Behind	3200, 3205, 4036	8290	0.00	0.00	0.0%
Vocational and Applied Technology Education	3500-3699	8290	0.00	0.00	0.0%
Safe and Drug Free Schools	3700-3799	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Other State Apportionments					
All Other State Apportionments - Current Year		8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
All Other State Revenue		8590	46,767.00	46,767.00	0.0%
TOTAL, OTHER STATE REVENUE			46,767.00	46,767.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	20,000.00	20,000.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Adult Education Fees		8671	0.00	0.00	0.0%
In-District Premiums/ Contributions		8674	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	42,000.00	42,000.00	0.0%
Other Local Revenue					
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.0%
All Other Local Revenue		8699	33,804.00	0.00	-100.0%
Tuition		8710	0.00	0.00	0.0%
All Other Transfers In		8781-8783	7,080,410.00	7,085,668.00	0.1%
Transfers of Apportionments					
Special Education SELPA Transfers From Districts or Charter Schools	6500	8791	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.0%
ROC/P Transfers					
From Districts or Charter Schools	6360	8791	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.0%
Other Transfers of Apportionments					
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			7,176,214.00	7,147,668.00	-0.4%
TOTAL, REVENUES			7,222,981.00	7,194,435.00	-0.4%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	2,477,100.00	2,536,179.00	2.4%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	549,984.00	544,625.00	-1.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			3,027,084.00	3,080,804.00	1.8%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	45,209.00	40,394.00	-10.7%
Classified Support Salaries		2200	174,577.00	181,331.00	3.9%
Classified Supervisors' and Administrators' Salaries		2300	332,492.00	322,735.00	-2.9%
Clerical, Technical and Office Salaries		2400	493,623.00	457,327.00	-7.4%
Other Classified Salaries		2900	29,809.00	27,500.00	-7.7%
TOTAL, CLASSIFIED SALARIES			1,075,710.00	1,029,287.00	-4.3%
EMPLOYEE BENEFITS					
STRS		3101-3102	242,902.00	292,676.40	20.5%
PERS		3201-3202	123,776.00	119,509.44	-3.4%
OASDI/Medicare/Alternative		3301-3302	118,247.00	123,412.16	4.4%
Health and Welfare Benefits		3401-3402	35,757.00	0.00	-100.0%
Unemployment Insurance		3501-3502	2,831.00	2,055.06	-27.4%
Workers' Compensation		3601-3602	93,282.00	106,862.39	14.6%
OPEB, Allocated		3701-3702	15,369.00	66,994.48	335.9%
OPEB, Active Employees		3751-3752	3,267.00	0.00	-100.0%
Other Employee Benefits		3901-3902	200.00	0.00	-100.0%
TOTAL, EMPLOYEE BENEFITS			635,631.00	711,509.93	11.9%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	51,830.00	42,641.00	-17.7%
Books and Other Reference Materials		4200	2,680.00	1,893.00	-29.4%
Materials and Supplies		4300	705,077.46	381,704.00	-45.9%
Noncapitalized Equipment		4400	267,239.00	241,000.00	-9.8%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			1,026,826.46	667,238.00	-35.0%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	78,849.17	54,722.00	-30.6%
Dues and Memberships		5300	15,145.00	8,325.00	-45.0%
Insurance		5400-5450	47,376.00	47,376.00	0.0%
Operations and Housekeeping Services		5500	149,695.00	149,500.00	-0.1%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	553,000.00	633,381.00	14.5%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	633,155.00	772,193.00	22.0%
Communications		5900	20,712.00	18,487.00	-10.7%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,497,932.17	1,683,984.00	12.4%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	732,141.00	655,000.00	-10.5%
Equipment		6400	101,048.00	26,540.00	-73.7%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			833,189.00	681,540.00	-18.2%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments					
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments					
To Districts or Charter Schools	6500	7221	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.0%
ROC/P Transfers of Apportionments					
To Districts or Charter Schools	6360	7221	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	1,066.00	0.00	-100.0%
Other Debt Service - Principal		7439	9,873.00	0.00	-100.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			10,939.00	0.00	-100.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs		7310	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENDITURES			8,107,311.63	7,854,362.93	-3.1%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: Special Reserve Fund		8912	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: Special Reserve Fund		7612	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	46,767.00	46,767.00	0.0%
4) Other Local Revenue		8600-8799	7,176,214.00	7,147,668.00	-0.4%
5) TOTAL, REVENUES			7,222,981.00	7,194,435.00	-0.4%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		4,304,755.63	4,149,584.68	-3.6%
2) Instruction - Related Services	2000-2999		978,929.00	1,023,416.54	4.5%
3) Pupil Services	3000-3999		199,501.00	206,273.43	3.4%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		1,038,962.00	1,006,796.11	-3.1%
8) Plant Services	8000-8999		1,574,225.00	1,468,292.17	-6.7%
9) Other Outgo	9000-9999	Except 7600-7699	10,939.00	0.00	-100.0%
10) TOTAL, EXPENDITURES			8,107,311.63	7,854,362.93	-3.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(884,330.63)	(659,927.93)	-25.4%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(884,330.63)	(659,927.93)	-25.4%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	7,038,597.66	6,154,267.03	-12.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			7,038,597.66	6,154,267.03	-12.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			7,038,597.66	6,154,267.03	-12.6%
2) Ending Balance, June 30 (E + F1e)			6,154,267.03	5,494,339.10	-10.7%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	7,500.00	7,500.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	1,484.25	0.00	-100.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	255,969.21	247,813.22	-3.2%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	4,415,632.94	3,346,577.94	-24.2%
Prop 1D contingency	0000	9780		200,000.00	
Equipment Reserves	0000	9780		703,000.00	
Facilities Improvements	0000	9780		762,000.00	
Retiree Benefits	0000	9780		160,000.00	
General Reserve	0000	9780		634,000.00	
Local Income Carryover	0000	9780		597,711.00	
Lottery Carryover, Unrestricted	1100	9780		289,866.94	
Prop 1D contingency	0000	9780	200,000.00		
Facilities Improvements	0000	9780	762,000.00		
Equipment Replacement	0000	9780	703,000.00		
Retiree Benefits	0000	9780	160,000.00		
Local Income Carryover	0000	9780	1,642,711.00		
General Reserve	0000	9780	634,000.00		
Lottery Carryover, Unrestricted	1100	9780	313,921.94		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	1,473,680.63	1,892,447.94	28.4%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2013-14 Estimated Actuals	2014-15 Budget
6300	Lottery: Instructional Materials	113,141.60	113,141.60
6355	ROCP: Direct Support Professional Training Program	135,327.61	133,958.12
9010	Other Restricted Local	7,500.00	713.50
Total, Restricted Balance		255,969.21	247,813.22

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,179.04	1,179.04	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,179.04	1,179.04	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,179.04	1,179.04	0.0%
2) Ending Balance, June 30 (E + F1e)			1,179.04	1,179.04	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	1,179.04	1,179.04	0.0%
Prop 1D Carryover	0000	9780		1,179.04	
Prop 1D carryover	0000	9780	1,179.04		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	1,180.92		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			1,180.92		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30					
(G9 + H2) - (I6 + J2)			1,180.92		

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
FEDERAL REVENUE					
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
School Facilities Apportionments		8545	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			0.00	0.00	0.0%
TOTAL, REVENUES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	0.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
To: State School Building Fund/ County School Facilities Fund From: All Other Funds		8913	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.0%
Other Sources					
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2013-14 Estimated Actuals	2014-15 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,179.04	1,179.04	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,179.04	1,179.04	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,179.04	1,179.04	0.0%
2) Ending Balance, June 30 (E + F1e)			1,179.04	1,179.04	0.0%
Components of Ending Fund Balance)					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	1,179.04	1,179.04	0.0%
Prop 1D Carryover	0000	9780		1,179.04	
Prop 1D carryover	0000	9780	1,179.04		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2013-14	2014-15
		Estimated Actuals	Budget
Total, Restricted Balance		0.00	0.00

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30
Governmental Activities:						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress	4,702,320.00		4,702,320.00			4,702,320.00
Total capital assets not being depreciated	4,702,320.00	0.00	4,702,320.00	0.00	0.00	4,702,320.00
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings	711,147.00		711,147.00			711,147.00
Equipment	478,987.00		478,987.00			478,987.00
Total capital assets being depreciated	1,190,134.00	0.00	1,190,134.00	0.00	0.00	1,190,134.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings	(449,435.00)	(3,158.00)	(452,593.00)			(452,593.00)
Equipment	(304,928.00)		(304,928.00)			(304,928.00)
Total accumulated depreciation	(754,363.00)	(3,158.00)	(757,521.00)	0.00	0.00	(757,521.00)
Total capital assets being depreciated, net	435,771.00	(3,158.00)	432,613.00	0.00	0.00	432,613.00
Governmental activity capital assets, net	5,138,091.00	(3,158.00)	5,134,933.00	0.00	0.00	5,134,933.00
Business-Type Activities:						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated			0.00			0.00
Capital assets being depreciated:	0.00	0.00	0.00	0.00	0.00	0.00
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total capital assets being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total accumulated depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Total capital assets being depreciated, net	0.00	0.00	0.00	0.00	0.00	0.00
Business-type activity capital assets, net	0.00	0.00	0.00	0.00	0.00	0.00

	Object	July	August	September	October	November	December	January	February
ESTIMATES THROUGH THE MONTH OF	JUNE	6,294,373.00	6,214,745.00	6,135,117.00	6,087,778.00	6,040,439.00	5,993,100.00	5,950,761.00	5,908,422.00
A. BEGINNING CASH									
B. RECEIPTS									
LCFF/Revenue Limit Sources	8010-8019								
Principal Apportionment	8020-8079								
Property Taxes	8080-8099								
Miscellaneous Funds	8100-8299								
Federal Revenue	8300-8599						5,000.00	5,000.00	5,000.00
Other State Revenue	8600-8799						643,290.00	643,290.00	643,290.00
Other Local Revenue	8910-8929								
Interfund Transfers In	8930-8979								
All Other Financing Sources									
TOTAL RECEIPTS		357,383.00	357,383.00	643,290.00	643,290.00	643,290.00	648,290.00	648,290.00	648,290.00
C. DISBURSEMENTS									
Certified Salaries	1000-1999	45,385.00	45,385.00	299,003.00	299,003.00	299,003.00	299,003.00	299,003.00	299,003.00
Classified Salaries	2000-2999	85,774.00	85,774.00	85,774.00	85,774.00	85,774.00	85,774.00	85,774.00	85,774.00
Employee Benefits	3000-3999	59,293.00	59,293.00	59,293.00	59,293.00	59,293.00	59,293.00	59,293.00	59,293.00
Books and Supplies	4000-4999	55,603.00	55,603.00	55,603.00	55,603.00	55,603.00	55,603.00	55,603.00	55,603.00
Services	5000-5999	134,161.00	134,161.00	134,161.00	134,161.00	134,161.00	134,161.00	134,161.00	134,161.00
Capital Outlay	6000-6599	56,795.00	56,795.00	56,795.00	56,795.00	56,795.00	56,795.00	56,795.00	56,795.00
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
TOTAL DISBURSEMENTS		437,011.00	437,011.00	690,629.00	690,629.00	690,629.00	690,629.00	690,629.00	690,629.00
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)		(79,628.00)	(79,628.00)	(47,339.00)	(47,339.00)	(47,339.00)	(42,339.00)	(42,339.00)	(42,339.00)
F. ENDING CASH (A + E)		6,214,745.00	6,135,117.00	6,087,778.00	6,040,439.00	5,993,100.00	5,950,761.00	5,908,422.00	5,866,083.00
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS									

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ESTIMATES THROUGH THE MONTH OF	JUNE								
A. BEGINNING CASH		5,866,083.00	5,823,745.00	5,781,408.00	5,739,071.00				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019							0.00	0.00
Property Taxes	8020-8079							0.00	0.00
Miscellaneous Funds	8080-8099							0.00	0.00
Federal Revenue	8100-8299							0.00	0.00
Other State Revenue	8300-8599	5,000.00	5,000.00	5,000.00	16,767.00			46,767.00	46,767.00
Other Local Revenue	8600-8799	643,290.00	643,290.00	643,291.00	643,291.00			7,147,668.00	7,147,668.00
Interfund Transfers In	8910-8929							0.00	0.00
All Other Financing Sources	8930-8979							0.00	0.00
TOTAL RECEIPTS		648,290.00	648,290.00	648,291.00	660,058.00	0.00	0.00	7,194,435.00	7,194,435.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	299,004.00	299,004.00	299,004.00	299,004.00			3,080,804.00	3,080,804.00
Classified Salaries	2000-2999	85,774.00	85,774.00	85,774.00	85,773.00			1,029,287.00	1,029,287.00
Employee Benefits	3000-3999	59,291.00	59,291.00	59,291.00	59,292.93			711,509.93	711,509.93
Books and Supplies	4000-4999	55,603.00	55,603.00	55,604.00	55,604.00			667,238.00	667,238.00
Services	5000-5999	134,161.00	134,160.00	134,160.00	208,215.00			1,683,984.00	1,683,984.00
Capital Outlay	6000-6599	56,795.00	56,795.00	56,795.00	56,795.00			681,540.00	681,540.00
Other Outgo	7000-7499							0.00	0.00
Interfund Transfers Out	7600-7629							0.00	0.00
All Other Financing Uses	7630-7699							0.00	0.00
TOTAL DISBURSEMENTS		690,628.00	690,627.00	690,628.00	764,683.93	0.00	0.00	7,854,362.93	7,854,362.93
D. BALANCE SHEET TRANSACTIONS									
Assets									
Cash Not In Treasury	9111-9199							0.00	0.00
Accounts Receivable	9200-9299							0.00	0.00
Due From Other Funds	9310							0.00	0.00
Stores	9320							0.00	0.00
Prepaid Expenditures	9330							0.00	0.00
Other Current Assets	9340							0.00	0.00
SUBTOTAL ASSETS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Liabilities									
Accounts Payable	9500-9599							0.00	0.00
Due To Other Funds	9610							0.00	0.00
Current Loans	9640							0.00	0.00
Deferred Revenues	9650							0.00	0.00
SUBTOTAL LIABILITIES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Nonoperating									
Suspense Clearing	9910							0.00	0.00
TOTAL BALANCE SHEET TRANSACTIONS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E. NET INCREASE/DECREASE		(42,338.00)	(42,337.00)	(42,337.00)	(104,625.93)	0.00	0.00	(659,927.93)	(659,927.93)
(B - C + D)		5,823,745.00	5,781,408.00	5,739,071.00	5,634,445.07				
F. ENDING CASH (A + E)									
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								5,634,445.07	

	Object	July	August	September	October	November	December	January	February
ESTIMATES THROUGH THE MONTH OF	JUNE	5,634,445.07	5,634,445.07	5,634,445.07	5,634,445.07	5,634,445.07	5,634,445.07	5,634,445.07	5,634,445.07
A. BEGINNING CASH									
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenue	8100-8299								
Other State Revenue	8300-8599								
Other Local Revenue	8600-8799								
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
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)		5,634,445.07	5,634,445.07	5,634,445.07	5,634,445.07	5,634,445.07	5,634,445.07	5,634,445.07	5,634,445.07
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS									

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ESTIMATES THROUGH THE MONTH OF	JUNE								
A. BEGINNING CASH		5,634,445.07	5,634,445.07	5,634,445.07	5,634,445.07				
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									
Certified 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	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	0.00
Nonoperating									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSACTIONS									
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)		5,634,445.07	5,634,445.07	5,634,445.07	5,634,445.07	0.00	0.00	5,634,445.07	0.00
G. ENDING CASH, PLUS CASH									
ACCRUALS AND ADJUSTMENTS								5,634,445.07	

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30	Amounts Due Within One Year
Governmental Activities:							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable	20,348.00		20,348.00		10,838.00	9,510.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net OPEB Obligation	155,040.00	16,465.00	171,505.00			171,505.00	
Compensated Absences Payable	128,571.00		128,571.00		11,411.00	117,160.00	
Governmental activities long-term liabilities	303,959.00	16,465.00	320,424.00	0.00	22,249.00	298,175.00	0.00
Business-Type Activities:							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable			0.00			0.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net OPEB Obligation			0.00			0.00	
Compensated Absences Payable			0.00			0.00	
Business-type activities long-term liabilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Part I - General Administrative Share of Plant Services Costs

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

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

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 7200-7700, goals 0000 and 9000) 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) 4,381,636.00

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) 7.79%

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. 0.00
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)	42,735.24
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)	21,066.96
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)	709,476.20
9. Carry-Forward Adjustment (Part IV, Line F)	0.00
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	709,476.20

B. Base Costs

1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	4,226,764.63
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	978,929.00
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)	505,855.76
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)	249,369.04
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)	6,553,707.43

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)	10.83%
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D. Preliminary Proposed Indirect Cost Rate

(For final approved fixed-with-carry-forward rate for use in 2015-16 see www.cde.ca.gov/fg/ac/ic) (Line A10 divided by Line B18)	10.83%
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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)	709,476.20
B. Carry-forward adjustment from prior year(s)	
1. Carry-forward adjustment from the second prior year	0.00
2. Carry-forward adjustment amount deferred from prior year(s), if any	0.00
C. Carry-forward adjustment for under- or over-recovery in the current year	
1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (0%) times Part III, Line B18); zero if negative	0.00
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (0%) times Part III, Line B18) or (the highest rate used to recover costs from any program (0%) times Part III, Line B18); zero if positive	0.00
D. Preliminary carry-forward adjustment (Line C1 or C2)	0.00
E. Optional allocation of negative carry-forward adjustment over more than one year	
Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.	
Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	not applicable
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	not applicable
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	not applicable
LEA request for Option 1, Option 2, or Option 3	1
F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)	0.00

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

<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	2014-15 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2015-16 Projection (C)	% Change (Cols. E-C/C) (D)	2016-17 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	7,147,668.00	0.00%	7,147,668.00	0.00%	7,147,668.00
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)		7,194,435.00	0.00%	7,194,435.00	0.00%	7,194,435.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				3,080,804.00		3,173,228.00
b. Step & Column Adjustment				92,424.00		95,197.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	3,080,804.00	3.00%	3,173,228.00	3.00%	3,268,425.00
2. Classified Salaries						
a. Base Salaries				1,029,287.00		1,060,166.00
b. Step & Column Adjustment				30,879.00		31,805.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	1,029,287.00	3.00%	1,060,166.00	3.00%	1,091,971.00
3. Employee Benefits	3000-3999	711,509.93	7.86%	767,432.00	13.23%	868,957.00
4. Books and Supplies	4000-4999	667,238.00	0.00%	667,238.00	0.00%	667,238.00
5. Services and Other Operating Expenditures	5000-5999	1,683,984.00	-4.40%	1,609,929.00	0.00%	1,609,929.00
6. Capital Outlay	6000-6999	681,540.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%	0.00	0.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	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)		7,854,362.93	-7.34%	7,277,993.00	3.14%	7,506,520.00
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)		(659,927.93)		(83,558.00)		(312,085.00)
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01, line F1e)		6,154,267.03		5,494,339.10		5,410,781.10
2. Ending Fund Balance (Sum lines C and D1)		5,494,339.10		5,410,781.10		5,098,696.10
3. Components of Ending Fund Balance						
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
a. Nonspendable	9710-9719	7,500.00		7,500.00		7,500.00
b. Restricted	9740	247,813.22		247,813.22		247,813.22
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		
2. Other Commitments	9760	0.00		0.00		
d. Assigned	9780	3,346,577.94		3,421,289.88		3,495,343.88
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	1,892,447.94		1,734,178.00		1,348,039.00
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)		5,494,339.10		5,410,781.10		5,098,696.10

Description	Object Codes	2014-15 Budget (Form 01) (A)	% Change (Cols. C-A/A) (B)	2015-16 Projection (C)	% Change (Cols. E-C/C) (D)	2016-17 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	1,892,447.94		1,734,178.00		1,348,039.00
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 reserve projections in Columns C and E for subsequent years 1 and 2. - Column A is extracted.)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750			0.00		0.00
b. Reserve for Economic Uncertainties	9789			0.00		0.00
c. Unassigned/Unappropriated	9790			0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)		1,892,447.94		1,734,178.00		1,348,039.00
4. Total Available Reserves - by Percent (Line E3 divided by Line F2)		24.09%		23.83%		17.96%
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)		7,854,362.93		7,277,993.00		7,506,520.00
3. Less: Special Education Pass-through (Not applicable for JPAs)		N/A		N/A		N/A
4. Sub-Total (Line F2 minus F3)		7,854,362.93		7,277,993.00		7,506,520.00
5. Reserve Standard Percentage Level (Refer to Form 01CS, Criterion 10 for calculation details)		3%		3%		3%
6. Reserve Standard - By Percent (Line F4 times F5)		235,630.89		218,339.79		225,195.60
7. Reserve Standard - By Amount (Refer to Form 01CS, Criterion 10 for calculation details)		0.00		0.00		0.00
8. Reserve Standard (Greater of Line F6 or F7)		235,630.89		218,339.79		225,195.60
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.						
2015-16 and 2016-17 Revenues: 0% COLA, Expenditures: 3% Step and Column increase in salaries, STRS 11.1% and 12.7%, PERS 12.6% and 15.0%						

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 approval of the budget.

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, and ongoing and major maintenance account criteria, which are not applicable 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: Local Control Funding Formula (LCFF) Revenue**
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 budget 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.

It is likely that for many JPAs the 2014-15 and 2015-16 change from the historical average ratio will exceed the standard because certain revenues that were restricted prior to the LCFF are now unrestricted within the LCFF.

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

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Estimated/Unaudited Actuals		Ratio of Salaries and Benefits to Total Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2011-12)	4,481,628.74	6,339,717.76	70.7%
Second Prior Year (2012-13)	4,213,966.43	5,872,623.81	71.8%
First Prior Year (2013-14)	4,738,425.00	8,107,311.63	58.4%
	Historical Average Ratio:		67.0%

JPA's Reserve Standard Percentage (Criterion 10B, Line 4): JPA's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the JPA's reserve standard percentage):	Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
	3.0%	3.0%	3.0%
	64.0% to 70.0%	64.0% to 70.0%	64.0% to 70.0%

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

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

Fiscal Year	Budget		Ratio of Salaries and Benefits to Total Expenditures	Status
	Salaries and Benefits (Form 01, Objects 1000-3999) (Form MYP, Lines B1-B3)	Total Expenditures (Form 01, Objects 1000-7499) (Form MYP, Lines B1-B8, B10)		
Budget Year (2014-15)	4,821,600.93	7,854,362.93	61.4%	Not Met
1st Subsequent Year (2015-16)	5,000,826.00	7,277,993.00	68.7%	Met
2nd Subsequent Year (2016-17)	5,229,353.00	7,506,520.00	69.7%	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(s) of salary and benefit costs to total expenditures are outside the standard in one or more of the budget or two subsequent fiscal years. Provide reasons why the projection(s) exceed the standard, a description of the methods and assumptions used in projecting salaries and benefits, and what changes, if any, will be made to bring the projected salary and benefit costs within the standard.

Explanation:
(required if NOT met)

Ratio is lower due to high total expenditures in 2014-15. Total expenditures in 2014-15 include capital outlay projects which are not included in subsequent years.

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 budget year or two subsequent fiscal years, have not changed from the prior fiscal year amount by more than the funded cost-of-living adjustment (COLA) plus or minus ten percent.

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

6A. Calculating the JPA's Other Revenues and Expenditures Standard Percentage Ranges

DATA ENTRY: Enter data for the budget and two subsequent fiscal years on line 1. All other data are extracted or calculated.

	Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
1. JPA's Change in Funded COLA			
2. JPA's Other Revenues and Expenditures Standard Percentage Range (Line 1, plus/minus 10%):	-10.00% to 10.00%	-10.00% to 10.00%	-10.00% to 10.00%
3. JPA's Other Revenues and Expenditures Explanation Percentage Range (Line 1, plus/minus 5%):	-5.00% to 5.00%	-5.00% to 5.00%	-5.00% to 5.00%

6B. Calculating the JPA's Change by Major Object Category and Comparison to the Explanation Percentage Range (Section 6A, Line 3)

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

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

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Change Is Outside Explanation Range
Federal Revenue (Fund 01, Objects 8100-8299) (Form MYP, Line A2)			
First Prior Year (2013-14)	0.00		
Budget Year (2014-15)	0.00	0.00%	No
1st Subsequent Year (2015-16)	0.00	0.00%	No
2nd Subsequent Year (2016-17)	0.00	0.00%	No

Explanation:
(required if yes)

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

First Prior Year (2013-14)	46,767.00		
Budget Year (2014-15)	46,767.00	0.00%	No
1st Subsequent Year (2015-16)	46,767.00	0.00%	No
2nd Subsequent Year (2016-17)	46,767.00	0.00%	No

Explanation:
(required if yes)

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

First Prior Year (2013-14)	7,176,214.00		
Budget Year (2014-15)	7,147,668.00	-0.40%	No
1st Subsequent Year (2015-16)	7,147,668.00	0.00%	No
2nd Subsequent Year (2016-17)	7,147,668.00	0.00%	No

Explanation:
(required if yes)

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

First Prior Year (2013-14)	1,026,826.46		
Budget Year (2014-15)	667,238.00	-35.02%	Yes
1st Subsequent Year (2015-16)	667,238.00	0.00%	No
2nd Subsequent Year (2016-17)	667,238.00	0.00%	No

Explanation:
(required if yes)

2014-15 budget was reduced based on the Reserves Allocation Plan.

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

First Prior Year (2013-14)	1,497,932.17		
Budget Year (2014-15)	1,683,984.00	12.42%	Yes
1st Subsequent Year (2015-16)	1,609,929.00	-4.40%	No
2nd Subsequent Year (2016-17)	1,609,929.00	0.00%	No

Explanation:
(required if yes)

2014-15 budget increase due to on facilities repair and improvement projects

6C. Calculating the JPA's Change in Total Operating Revenues and Expenditures (Section 6A, Line 2)

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Status
----------------------------	--------	--------------------------------------	--------

Total Federal, Other State, and Other Local Revenue (Section 6B)

First Prior Year (2013-14)	7,222,981.00		
Budget Year (2014-15)	7,194,435.00	-0.40%	Met
1st Subsequent Year (2015-16)	7,194,435.00	0.00%	Met
2nd Subsequent Year (2016-17)	7,194,435.00	0.00%	Met

Total Books and Supplies, and Services and Other Operating Expenditures (Section 6B)

First Prior Year (2013-14)	2,524,758.63		
Budget Year (2014-15)	2,351,222.00	-6.87%	Met
1st Subsequent Year (2015-16)	2,277,167.00	-3.15%	Met
2nd Subsequent Year (2016-17)	2,277,167.00	0.00%	Met

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

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

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

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

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

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

1b. STANDARD MET - Projected total operating expenditures have not changed by more than the standard for the budget and two subsequent fiscal years.

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

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

7. CRITERION: Facilities Maintenance

STANDARD: Confirm that the annual contribution for facilities maintenance funding is not less than the amount required pursuant to Education Code Section 17070.75, if applicable, and that the JPA is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

Determining the 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 two out of three prior fiscal years:

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

DATA ENTRY: All data are extracted or calculated.

	Third Prior Year (2011-12)	Second Prior Year (2012-13)	First Prior Year (2013-14)
1. JPA's Available Reserve Amounts			
a. Reserve for Economic Uncertainties (Funds 01 and 17, Object 9789)	959,553.18	1,336,033.74	1,473,680.63
b. Unassigned/Unappropriated (Funds 01 and 17, Object 9790)	0.00	0.00	0.00
c. Negative General Fund Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999)	0.00	0.00	0.00
d. Available Reserves (Lines 1a through 1c)	959,553.18	1,336,033.74	1,473,680.63
2. JPA's Total Expenditures and Other Financing Uses			
a. JPA's Total Expenditures and Other Financing Uses (Criterion 8B)	6,339,717.76	5,872,623.81	8,107,311.63
b. Plus: Special Education Pass-through Funds (Not applicable for JPAs)	N/A	N/A	N/A
c. Total Expenditures and Other Financing Uses (Line 2a plus Line 2b)	6,339,717.76	5,872,623.81	8,107,311.63
3. JPA's Available Reserve Percentage (Line 1d divided by Line 2c)	15.1%	22.8%	18.2%
JPA's Deficit Spending Standard Percentage Levels (Line 3 times 1/3):	5.0%	7.6%	6.1%

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.

² 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.

8B. Calculating the JPA's Deficit Spending Percentages

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Net Change in Fund Balance (Form 01, Section E)	Total Expenditures and Other Financing Uses (Form 01, Objects 1000-7999)	Deficit Spending Level (If Net Change in Fund Balance is negative, else N/A)	Status
Third Prior Year (2011-12)	867,767.08	6,339,717.76	N/A	Met
Second Prior Year (2012-13)	1,318,995.76	5,872,623.81	N/A	Met
First Prior Year (2013-14)	(884,330.63)	8,107,311.63	10.9%	Not Met
Budget Year (2014-15) (Information only)	(659,927.93)	7,854,362.93		

8C. Comparison of JPA Deficit Spending to the Standard

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

- 1a. STANDARD MET - Deficit spending, if any, has not exceeded the standard percentage level in two or more of the three prior years.

Explanation:
(required if NOT met)

Deficit due to facilities projects funded by reserves

9. CRITERION: Fund Balance

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

Percentage Level ¹	JPA ADA
1.7%	0 to 300
1.3%	301 to 1,000
1.0%	1,001 to 30,000
0.7%	30,001 to 400,000
0.3%	400,001 and over

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

JPA ADA (Criterion 10):

JPA's Fund Balance Standard Percentage Level:

9A. Calculating the JPA's General Fund Beginning Balance Percentages

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

Fiscal Year	General Fund Beginning Balance ² (Form 01, Line F1e)		Beginning Fund Balance Variance Level (If overestimated, else N/A)	Status
	Original Budget	Estimated/Unaudited Actuals		
Third Prior Year (2011-12)	4,137,145.36	4,851,834.82	N/A	Met
Second Prior Year (2012-13)	4,310,961.82	5,719,601.90	N/A	Met
First Prior Year (2013-14)	5,638,747.90	7,038,597.66	N/A	Met
Budget Year (2014-15) (Information only)	6,154,267.03			

² Adjusted beginning balance, including audit adjustments and other restatements (objects 9791-9795)

9B. Comparison of JPA Beginning Fund Balance to the Standard

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

1a. STANDARD MET - General fund beginning fund balance has not been overestimated by more than the standard percentage level for two or more of the previous three years.

Explanation:
(required if NOT met)

10. CRITERION: Reserves

STANDARD: Available reserves¹ for any of the budget 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 \$64,000 (greater of)	0	to 300
4% or \$64,000 (greater of)	301	to 1,000
3%	1,001	to 30,000
2%	30,001	to 400,000
1%	400,001	and over

¹ Available reserves are the 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.

	Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
JPA ADA (Form MYP, 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: If Form MYP exists, the 1st and 2nd Subsequent Year data for lines 1 and 2 will be extracted; if not, enter data for the two subsequent years.
All other data are extracted or calculated.

	Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
1. Total Expenditures and Other Financing Uses (Criterion 8B) (Form MYP, Line B11)	7,854,362.93	7,277,993.00	7,506,520.00
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)	7,854,362.93	7,277,993.00	7,506,520.00
4. Reserve Standard Percentage Level	3%	3%	3%
5. Reserve Standard - by Percent (Line B3 times Line B4)	235,630.89	218,339.79	225,195.60
6. Reserve Standard - by Amount (\$64,000 for JPAs with 0 to 1,000 ADA, else 0)	0.00	0.00	0.00
7. JPA's Reserve Standard (Greater of Line B5 or Line B6)	235,630.89	218,339.79	225,195.60

10C. Calculating the JPA's Budgeted Reserve Amount

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

Reserve Amounts	Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYP, Line E1a)	0.00	0.00	
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYP, Line E1b)	1,892,447.94	1,734,178.00	1,348,039.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYP, 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 MYP, Line E1d)	0.00	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYP, Line E2a)	0.00	0.00	0.00
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYP, Line E2b)	0.00	0.00	0.00
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYP, Line E2c)	0.00	0.00	0.00
8. JPA's Budgeted Reserve Amount (Lines C1 thru C7)	1,892,447.94	1,734,178.00	1,348,039.00
9. JPA's Budgeted Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	24.09%	23.83%	17.96%
JPA's Reserve Standard (Section 10B, Line 7):	235,630.89	218,339.79	225,195.60
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 - Projected available reserves have met the standard for the budget and two subsequent fiscal years.

Explanation:
(required if NOT met)

SUPPLEMENTAL INFORMATION

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

S1. Contingent Liabilities

- 1a. Does your JPA have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) 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 in the budget in excess of one percent of the total general fund expenditures that are funded with one-time resources?

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. Use of Ongoing Revenues for One-time Expenditures

- 1a. Does your JPA have large non-recurring general fund expenditures that are funded with ongoing general fund revenues?

No

- 1b. If Yes, identify the expenditures:

S4. Contingent Revenues

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

Yes

- 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:

ROP MOE funding requirement expires June 30, 2015. Extension and/or change in funding model pending legislation. Mission Valley ROP JPA members have committed to continue pass-through funds at same level.

S5. Contributions

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

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

Estimate the impact of any capital projects on the general fund operational budget.

JPA's Contributions and Transfers Standard: -10% to +10%
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: For Transfers In and Transfers Out, enter data in the First Prior Year. If Form MYP exists, the data will be extracted for the Budget Year, and 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data in the Budget Year, 1st and 2nd subsequent Years. Click the appropriate button for item 1d; all other data will be calculated.

Description / Fiscal Year	Projection	Amount of Change	Percent Change	Status
1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)				
This item is not applicable for JPAs.				
1b. Transfers In, General Fund *				
First Prior Year (2013-14)				
Budget Year (2014-15)	0.00	0.00	0.0%	Met
1st Subsequent Year (2015-16)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2016-17)	0.00	0.00	0.0%	Met
1c. Transfers Out, General Fund *				
First Prior Year (2013-14)				
Budget Year (2014-15)	0.00	0.00	0.0%	Met
1st Subsequent Year (2015-16)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2016-17)	0.00	0.00	0.0%	Met
1d. Impact of Capital Projects				
Do you have any capital projects 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 by more than the standard for the budget and two subsequent fiscal years.

Explanation:
(required if NOT met)

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

Explanation:
(required if NOT met)

--

1d. NO - There are no capital projects 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 budget year and two subsequent fiscal years.

Explain how any increase in annual payments will be funded. Also explain how any decrease to funding sources used to pay long-term commitments will be replaced.

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

S6A. Identification of the JPA's Long-term Commitments

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

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

Yes

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

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2014
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases				
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences		01-8781		

Other Long-term Commitments (do not include OPEB)

Building Lease	12	01-8781		
TOTAL:				0

Type of Commitment (continued)	First Prior Year (2013-14) Annual Payment (P & I)	Budget Year (2014-15) Annual Payment (P & I)	1st Subsequent Year (2015-16) Annual Payment (P & I)	2nd Subsequent Year (2016-17) Annual Payment (P & I)
Capital Leases				
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences	128,571	117,160	117,160	117,160

Other Long-term Commitments (continued):

Building Lease	270,436	279,901	289,698	299,837
Total Annual Payments:	399,007	397,061	406,858	416,997
Has total annual payment increased over prior year (2013-14)?	No	Yes	Yes	Yes

S6B. Comparison of 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 budget or two subsequent fiscal years. Explain how the increase in annual payments will be funded.

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

Increase to be funded by General Fund

S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments

DATA ENTRY: Click the appropriate Yes or No button in Item 1; If Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment annual payments.

Explanation:
(required if Yes)

S7. Unfunded Liabilities

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

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

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

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

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

Yes

2. For the JPA's OPEB:

- a. Are they lifetime benefits?

No

- b. Do benefits continue past age 65?

No

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

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

Pay-as-you-go

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

Self-Insurance Fund

Governmental Fund

0

0

4. OPEB Liabilities

- a. OPEB actuarial accrued liability (AAL)

554,593.00

- b. OPEB unfunded actuarial accrued liability (UAAL)

474,514.00

- c. Are AAL and UAAL based on the JPA's estimate or an actuarial valuation?

Actuarial

- d. If based on an actuarial valuation, indicate the date of the OPEB valuation

Oct 31, 2013

5. OPEB Contributions

- a. OPEB annual required contribution (ARC) per actuarial valuation or Alternative Measurement Method

70,355.00

70,355.00

70,355.00

- b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (funds 01-70, objects 3701-3752)

66,994.48

12,791.00

12,791.00

- c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)

12,791.00

12,791.00

12,791.00

- d. Number of retirees receiving OPEB benefits

11

12

12

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

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

1. Does your JPA operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability?
(Do not include OPEB, which is covered in Section S7A) (If No, skip items 2-4)

No

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

--

3. Self-Insurance Liabilities
a. Accrued liability for self-insurance programs
b. Unfunded liability for self-insurance programs

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

Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)

S8. Status of Labor Agreements

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

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

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

	Prior Year (2nd Interim) (2013-14)	Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Number of certificated (non-management) full-time-equivalent (FTE) positions	35.3	35.3	35.3	35.3

Certificated (Non-management) Salary and Benefit Negotiations

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

No

If Yes, and the corresponding public disclosure documents have 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, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 5 and 6.

Salaries and benefits unsettled

If n/a, skip to Section S8B.

Negotiations Settled

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

3. Period covered by the agreement:

Begin Date:

End Date:

4. Salary settlement:

Budget Year
(2014-15)

1st Subsequent Year
(2015-16)

2nd Subsequent Year
(2016-17)

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

One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year

or

Multiyear Agreement

Total cost of salary settlement

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

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

Negotiations Not Settled

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

26,000

6. Amount included for any tentative salary schedule increases

Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
0	0	0

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

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

Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
No	No	No
22,219	22,219	22,219
0.0%	0.0%	0.0%
0.0%	0.0%	0.0%

Certificated (Non-management) Prior Year Settlements

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

No		
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Certificated (Non-management) Step and Column Adjustments

- Are step & column adjustments included in the budget and MYPs?
- Cost of step & column adjustments
- Percent change in step & column over prior year

Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Yes	Yes	Yes
364,715	375,656	386,926
3.0%	3.0%	3.0%

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

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

Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Yes	Yes	Yes
No	No	No

Certificated (Non-management) - Other

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

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

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

	Prior Year (2nd Interim) (2013-14)	Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Number of classified (non-management) FTE positions	13.8	13.8	13.8	13.8

Classified (Non-management) Salary and Benefit Negotiations

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

No

If Yes, and the corresponding public disclosure documents
have 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, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 5 and 6.

Salaries and benefits remain unsettled

If n/a, skip to Section S8C.

Negotiations Settled

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

3. Period covered by the agreement:

Begin Date:

End Date:

4. Salary settlement:

Budget Year
(2014-15)

1st Subsequent Year
(2015-16)

2nd Subsequent Year
(2016-17)

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

One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year
or

Multiyear Agreement

Total cost of salary settlement

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

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

Negotiations Not Settled

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

7,800

6. Amount included for any tentative salary schedule increases

Budget Year
(2014-15)

1st Subsequent Year
(2015-16)

2nd Subsequent Year
(2016-17)

0

0

0

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

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

Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
No	No	No
6,339	6,339	6,339
0.0%	0.0%	0.0%
0.0%	0.0%	0.0%

Classified (Non-management) Prior Year Settlements

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

No		

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Classified (Non-management) Step and Column Adjustments

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

Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Yes	Yes	Yes
18,464	19,018	19,589
3.0%	3.0%	3.0%

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

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

Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Yes	Yes	Yes
No	No	No

Classified (Non-management) - Other

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

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

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

	Prior Year (2nd Interim) (2013-14)	Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Number of management, supervisor, and confidential FTE positions	7.0	7.0	7.0	7.0

**Management/Supervisor/Confidential
Salary and Benefit Negotiations**

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

No

If Yes, complete question 2.

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

Salaries and benefits not settled

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

Negotiations Settled

2. Salary settlement:

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

Total cost of salary settlement

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

Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)

Negotiations Not Settled

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

10,000

4. Amount included for any tentative salary schedule increases

Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
0	0	0

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

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

Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
No	No	No
8,673	8,673	8,673
0.0%	0.0%	0.0%
0.0%	0.0%	0.0%

**Management/Supervisor/Confidential
Step and Column Adjustments**

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

Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
Yes	Yes	Yes
25,263	26,021	26,802
3.0%	3.0%	3.0%

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

1. Are costs of other benefits included in the budget and MYPs?
2. Total cost of other benefits
3. Percent change in cost of other benefits over prior year

Budget Year (2014-15)	1st Subsequent Year (2015-16)	2nd Subsequent Year (2016-17)
No	No	No
0	0	0
0.0%	0.0%	0.0%

S9. Local Control and Accountability Plan (LCAP)

Confirm that the school district's governing board has adopted an LCAP or an update to the LCAP effective for the budget year.

This supplemental section is not checked for JPAs.

S10. LCAP Expenditures

Confirm that the school district's budget includes the expenditures necessary to implement the LCAP or annual update to the LCAP.

This supplemental section is not checked for JPAs.

ADDITIONAL FISCAL INDICATORS

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

DATA ENTRY: Click the appropriate Yes or No button for items A1 through A9 except items A3 and A4, which are not applicable for JPAs.

A1. Do cash flow projections show that the JPA will end the budget year with a negative cash balance in the general fund?

No

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

Yes

A3. Is enrollment decreasing in both the prior fiscal year and budget year? (Data from the enrollment budget column of Criterion 2A are used to determine Yes or No)

N/A

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

N/A

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

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 Budget Criteria and Standards Review

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July 1 Budget (Single Adoption)
2014-15 Budget
Technical Review Checks

Mission Valley ROC/P

Alameda County

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

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

IMPORT CHECKS

CHECKFUND - (F) - All FUND codes must be valid.	<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 - (F) - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. PASSED

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

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

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

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

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

INTRA-FD-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 01CS) for all criteria and for supplemental information items S1 through S6, and S9 if applicable, where the standard has not been met or where the status is Not Met or Yes. PASSED

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

EXPORT CHECKS

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

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

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

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

PASSED

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

PASSED

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

PASSED

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

PASSED

Checks Completed.

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July 1 Budget (Single Adoption)
2013-14 Estimated Actuals
Technical Review Checks

Mission Valley ROC/P

Alameda County

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

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

IMPORT CHECKS

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

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

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

GENERAL LEDGER CHECKS

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

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

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

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

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

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

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

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

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

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

SUPPLEMENTAL CHECKS

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

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

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

EXPORT CHECKS

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

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

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

Checks Completed.



Board of Education



Board of Education #1

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

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

AGENDA ITEM

Board of Education #1

Date of Board Meeting: **June 19, 2014**

TITLE: **MVROP Certificated Employee Evaluation Revision**

Background:

Certificated performance evaluation/observation forms have not been updated since 1992. A committee was formed in the fall of 2013 to review certificated evaluation/observations forms from other ROPs and school districts throughout the state. The evaluation committee consisted of five instructors and two administrators, who met monthly to review and update findings.

Current Status:

Mission Valley ROP's Board Policy 4115.1 remains unchanged. AR 4115 needs to be revised to include recommended changes by the Evaluation Committee. These changes include new evaluation/observation forms based on the six California Teaching Standards with a rubric and a clear timeline for meetings throughout the year. The forms were presented to and approved by the MVROP Leadership Committee on April 9, 2014. The first reading was presented to the Governing Council at their meeting on May 12, 2014.

Recommendation:

MVROP staff recommends approval of the revised AR 4115 and evaluations forms presented by the Evaluation Committee.

Margie Trujillo
Staff Contact

Educational Services
Division

Thomas Hanson
Superintendent, Mission Valley ROP

MISSION VALLEY ROP/C

GUIDELINES FOR CERTIFICATED EVALUATIONS AND OBSERVATIONS

1. All certificated instructors will be evaluated on an annual basis.
2. A minimum of one formal classroom observation will be made on all certificated instructors between October 1 and November 30 of each school year. If any area of the classroom observation is found to be in the “practice not consistent with standard” area, a meeting will immediately take place between the observer and the instructor to establish steps for improvement and remediation. Another classroom observation will then be set within 30 days.
3. Prior to a classroom observation, an initial pre-planning meeting will take place by September 30 of each school year. Observer and instructor will schedule a date for a formal observation and agree upon two standards he/she will focus on for the year; however, instructor will be assessed on all six standards. This record shall become part of the individual’s personnel file and a copy will be given to the instructor.
4. A final conference shall be held prior to April 30, and the Final Conference Report section of the Certificated Evaluation shall be signed and placed in the individual’s personnel file. Copies of all observations/artifacts contributing to the final conference results will be made available during the meeting.
5. The form for evaluation/observation will be CO 14 (see attached).

Regulation Adopted:	November 9, 1992
Regulation Revised, First Reading:	May 12, 2014
Regulation Revised, Second and Final Reading:	June 19, 2014

EVALUATION PROCEDURES & TIMELINE

To assure that a uniform system of evaluation will be applied in the appraisal of all certificated personnel, these procedures will be followed:

TIMELINE	ACTIVITY
September 1 - September 30	<u>INITIAL CONFERENCE</u> - The completion of the initial conference shall be verified by signatures on the Certificated Evaluation. Date will be scheduled for first observation to occur before November 30. Instructor and program manager will agree upon two standards he/she will focus on for the year; however, instructor will be assessed on all six standards. This record shall become part of the individual's personnel file and a copy will be given to the evaluatee.
October 1 - November 30	<u>FORMAL OBSERVATION(s)</u> - Observer will conduct visit and provide written results to instructor. General or specific indicators of satisfactorily meeting standards where appropriate will be given and discussed if needed.
Prior to April 30	<u>FINAL CONFERENCE (SATISFACTORY PERFORMANCE)</u> - A final conference shall be held prior to April 30, and the Final Conference Report section of the Certificated Evaluation shall be signed and placed in the individual's personnel file. Copies of all observations/artifacts contributing to the final conference results will be made available during the meeting.



Mission Valley ROP Certificated Instructional Performance Evaluation

Name	Site/Program	Date employee received evaluation document by employer:	Conference Date:
Review Period:	From	To:	
Determining Element Ratings: Refer to MVROP "Elements of Performance" rubrics for guidance on the ratings of Elements			
Guide to Ratings: N/A --- Element is Not Applicable	1. Practice Not Consistent with Standard	2. Developing Practice	3. Meets /Exceeds Standards
<u>MVROP MISSION AND GOALS</u>			
<p><u>Our Mission:</u> Mission Valley ROP provides relevant career technical education by preparing students for employment and college through industry standard tools, training, and experience</p> <p><u>Our Goals:</u></p> <p>Mission Valley ROP will:</p> <ol style="list-style-type: none"> 1. Provide opportunities for students to develop the academic competencies and necessary skills to succeed 2. Collaborate with partners to support all students, educators, and learning communities 3. Employ and retain exemplary staff and support professional development for all employees 4. Provide quality educational, administrative, and comprehensive support services 			
Initial Conference: No later than September 30	Second Conference: No later than November 30	Interim Conference: In cases of #1 above--- no later than December 31	Final Conference: No later than April 30
Evaluatee Signature	Evaluatee Signature	Evaluatee Signature	Evaluatee Signature
Date	Date	Date	Date
Evaluator Signature	Evaluator Signature	Evaluator Signature	Evaluator Signature
Date	Date	Date	Date

Teaching Standard 1 ENGAGING AND SUPPORTING ALL STUDENTS IN LEARNING (Assessed by one or more of the following: reflection, observation, documentation, or conferences)				
Element 1.1 Connecting students' prior knowledge, life experience and interests with learning goals		1. Not Observed/No Comment		
Element 1.2 Using a variety of instructional strategies and resources to respond to students' diverse needs		2. Not Consistent with Standard		
Element 1.3 Facilitating learning experiences that promote autonomy, interaction, and choice		3. Developing Practice		
Element 1.4 Engaging students in problem solving, critical thinking and/or other activities that make subject matter meaningful		4. Meets or Exceeds Standards		
Element 1.5 Promoting self-directed, reflective learning for all students				
SUMMARY (activities and evidence)				

Teaching Standard 2 CREATING AND MAINTAINING EFFECTIVE ENVIRONMENTS FOR STUDENT LEARNING (Assessed by one or more of the following: reflection, observation, documentation, or conferences)				
Element 2.1 Creating a physical environment that engages all students		1. Not Observed/No Comment		
Element 2.2 Establishing a climate that promotes fairness and respect		2. Not Consistent with Standard		
Element 2.3 Promoting social development and group responsibility		3. Developing Practice		
Element 2.4 Establishing and maintaining standards for student behavior		4. Meets or Exceeds Standards		
Element 2.5 Planning and implementing classroom procedures and routines that support student learning				
Element 2.6 Using instructional time effectively				
SUMMARY (activities and evidence)				

Teaching Standard 3 UNDERSTANDING AND ORGANIZING SUBJECT MATTER FOR STUDENT LEARNING (Assessed by one or more of the following: reflection, observation, documentation, o conference)				
Element 3.1 Demonstrating knowledge of subject matter content and student development		1. Not Observed/No Comment		
Element 3.2 Organizing curriculum to support student understanding of the subject matter		2. Not Consistent with Standard		
Element 3.3 Interrelating ideas and information within and across subject matter areas		3. Developing Practice		
Element 3.4 Developing student understanding through instructional strategies that are appropriate to the subject matter		4. Meets or Exceeds Standards		
Element 3.5 Using materials, resources, and technologies to make subject matter accessible to students				
SUMMARY (activities and evidence)				

Teaching Standard 4 PLANNING INSTRUCTION AND DESIGNING LEARNING EXPERIENCES FOR ALL STUDENTS (Assessed by one or more of the following: reflection, observation, documentation, or conference)				
Element 4.1 Drawing on the valuing students' backgrounds, interests and developmental learning needs		1. Not Observed/No Comment		
Element 4.2 Establishing and articulating goals for student learning		2. Not Consistent with Standard		
Element 4.3 Developing and sequencing instructional activities and materials for student learning		3. Developing Practice		
Element 4.4 Designing short---term and long---term plans to foster student learning		4. Meets or Exceeds Standards		
Element 4.5 Modifying instructional plans to adjust for student needs				
SUMMARY (activities and evidence)				

Teaching Standard 5 ASSESSING STUDENT LEARNING (Assessed by one or more of the following: reflection, observation, documentation, or conference)				
Element 5.1 Establishing and communicating learning goals for all students	1. Not Observed/No Comment	2. Not Consistent with Standard	3. Developing Practice	4. Meets or Exceeds Standards
Element 5.2 Collecting and using multiple sources of information to assess student learning				
Element 5.3 Involving and guiding all students in assessing their own learning				
Element 5.4 Using the results of assessments to guide instruction				
Element 5.5 Communicating with students, families, agencies, and other appropriate audiences about student progress				
SUMMARY (activities and evidence)				

Teaching Standard 6 DEVELOPING AS A PROFESSIONAL EDUCATOR (Assessed by one or more of the following: reflection, observation, documentation, or conferences)				
Element 6.1 Reflecting on teaching practice and planning professional development	1. Not Observed/No Comment	2. Not Consistent with Standard	3. Developing Practice	4. Meets or Exceeds Standards
Element 6.2 Establishing professional goals and pursuing opportunities to grow professionally				
Element 6.3 Working with communities to improve professional practice				
Element 6.4 Working with families to improve professional practice				
Element 6.5 Working with colleagues to improve professional practice				
Element 6.6 Balancing professional responsibilities and maintaining motivation				
SUMMARY (activities and evidence)				

General Employee Expectations		1. Not Observed/No Comment	2. Not Consistent with Standard	3. Developing Practice	4. Meets or Exceeds Standards
1. Complies with MVROP established rules, regulations, policies, contracts, and laws					
2. Maintains positive relationships with others					
3. Demonstrates professionalism					
4. Demonstrates competent time and work management skills					
5. Maintains positive relationships with students					
SUMMARY:					
Overall Evaluation					
1. Practice Not Consistent With Standards Requires Performance Improvement Plan					
2. Developing Practice					
3. Meets or Exceeds Standards					

Evaluator comments and recommendations:

GENERAL EDUCATION ELEMENTS EXAMPLES OF PERFORMANCE

Standard One - Engaging and Supporting All Students in Learning

Teachers build on students' prior knowledge, life experience, and interests to achieve learning goals for all students. Teachers use a variety of instructional strategies and resources that respond to students' diverse needs. Teachers facilitate challenging learning experiences for all students in environments that promote autonomy, interaction, and choice. Teachers actively engage all students in problem solving and critical thinking within and across subject matter areas. Concepts and skills are taught in ways that encourage students to apply them in real-life contexts that make subject matter meaningful. Teachers assist all students to become self-directed learners who are able to demonstrate, articulate, and evaluate what they learn.

	Practice Not Consistent with Standard	Developing Practice	Meets or Exceeds Standards
Element 1.1 Connecting students' prior knowledge, life experience and interests with learning goals	<ul style="list-style-type: none"> Connections between what students already know and the new materials are not made or are limited. Classroom learning is not connected to life experiences, linguistic skills, and cultural understandings. Lesson plan or units are not designed to capture student attention and interest. Teaching is not modified and adjusted based on student interests and questions. 	<ul style="list-style-type: none"> Some help is given to students to see the connections between what students already know and the new materials. Some attempts are made to connect classroom learning to their life experiences, linguistic skills, and cultural understandings Lesson plans or units are designed on occasion to capture student attention and interest. Limited modifications and adjustments to teaching based on students' interests and questions. 	<ul style="list-style-type: none"> Helps students to see the connections between what they already know and the new material. Helps students to connect classroom learning to their life experiences, linguistic skills, and cultural understandings. Plans lessons or units to capture student attention and interest. Modifies and adjusts teaching based on students' interests and questions.
Element 1.2 Using a variety of instructional strategies and resources to respond to students' diverse needs	<ul style="list-style-type: none"> All students are not engaged in a variety of learning experiences that accommodate the different ways that they learn. A variety of strategies are not used to introduce, explain, and restate subject matter, concepts, and process that all students understand are actively engaged. Strategies are not chosen that make the complexity and depth of subject matter understandable to all students. Materials and resources are not modified to support each student's fullest participation. 	<ul style="list-style-type: none"> Some students are engaged in a variety of learning experiences that accommodate the different ways that they learn. A few strategies are used to introduce, explain and restate subject matter concepts and process so that all students understand and are actively engaged. May choose strategies that make the complexity and depth of subject matter understandable to all students. 	<ul style="list-style-type: none"> Engages all students in a variety of learning experiences that accommodate the different ways they learn. Uses a variety of strategies to introduce, explain, and restate subject matter concepts and process so that all students understand and are actively engaged. Chases strategies that make the complexity and depth of subject matter understandable to all students. Modifies materials and resources to support each student's fullest participation.
Element 1.3 Facilitating learning experiences that promote autonomy, interaction, and choice	<ul style="list-style-type: none"> Classroom environment is not used to provide opportunities for independent and collaborative learning. Participation in and promotion of positive interactions between all students is limited. Student decisions about managing learning, time, and materials are not supported and monitored. 	<ul style="list-style-type: none"> Some use of the classroom environment to provide opportunities for independent and collaborative learning. Some participation in and promotion of positive interactions between all students. Inconsistent support on a monitoring of student decisions about managing learning time and material. 	<ul style="list-style-type: none"> Uses the classroom environment to provide opportunities for independent and collaborative learning. Participates in and promotes positive interactions between all students. Supports and monitors student decisions managing learning time and materials.
Element 1.4 Engaging students in problem solving, critical thinking and/or other activities that make subject matter meaningful	<ul style="list-style-type: none"> All students are not engaged in problem solving and are not encouraged to use multiple approaches and solutions. All students are not encouraged to ask critical questions or to consider diverse perspectives about subject matter. All students are not given help to analyze and draw valid conclusions about content being learned. 	<ul style="list-style-type: none"> Minimally engages all students in problem solving activities and encourages some approaches and solutions. Some encouragement of students to ask critical questions and to occasionally consider diverse perspectives about subject matter. At times helps students to analyze and draw valid conclusions about content being learned. 	<ul style="list-style-type: none"> Engages all students in problem solving activities and encourages multiple approaches and solutions. Encourages all students to ask critical questions and consider diverse perspectives about subject matter. Helps all students to analyze and draw valid conclusions about content being learned.

Element 1.5 Promoting self-directed, reflective learning for all students	<ul style="list-style-type: none"> • All students are not motivated to initiate their own learning or to strive for challenging learning goals. • All students are not engaged in opportunities to examine, reflect on and evaluate their own work, and to learn from the work of their peers. • Little help is given to all students to develop and use strategies to access knowledge and information. 	<ul style="list-style-type: none"> • Minimally motivates students to initiate their own learning or to strive for challenging learning goals. • Generally engages students in opportunities to examine, reflect on, and evaluate their own work and to learn from the work of their peers. • Some help is given to most students to develop and use strategies to access knowledge and information. 	<ul style="list-style-type: none"> • Motivates all students to initiate their own learning and strive for challenging learning goals. • Engages all students in opportunities to examine, reflect on, and evaluate their own work and to learn from the work of their peers. • Helps all students develop and use strategies to access knowledge and information.
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General Education Elements

Examples of Performance

Teachers create physical environments that engage all students in purposeful learning activities and encourage constructive interactions among students. Teachers maintain safe learning environments in which all students are treated fairly and respectfully as they assume responsibility for themselves and one another. Teachers encourage all students to participate in making decisions and in working independently and collaboratively. Expectations for student behavior are established early, clearly understood, and consistently maintained. Teachers make effective use of instructional time as they implement class procedures and routines.

	Practice Not Consistent with Standard	Developing Practice	Meets or Exceeds Standards
Element 2.1 Creating a physical environment that engages all students.	<ul style="list-style-type: none">• Uses seating arrangement without regard to learning activities, student interaction, or well-being of students.• Does not make materials, supplies, and technology accessible to students.• Displays outdated student work or it is not in evidence.	<ul style="list-style-type: none">• Uses seating arrangement to accommodate some individual and group work.• Makes materials, supplies, and technology available to students.• Sees that the environment meets safety code.• Displays some student work.	<ul style="list-style-type: none">• Uses seating arrangement to allow for collaborative as well as individual work.• Makes materials, supplies, and appropriate technology readily accessible for all students.• Structures room to promote physical and emotional well-being of students and staff.• Displays current student work.
Element 2.2 Establishing a climate that promotes fairness and respect	<ul style="list-style-type: none">• Establishes rapport with few (limited) individual students.• Is unaware of impolite and disrespectful behavior.• Allows inappropriate attitudes and behaviors among students.	<ul style="list-style-type: none">• Inconsistently models fairness, equality, caring, and respect.• Recognizes polite and respectful student interaction.• Responds to inappropriate behavior.	<ul style="list-style-type: none">• Models and promotes fairness, equity, caring, and respect in the classroom.• Promotes and expects polite and respectful student interaction.• Understands and responds to inappropriate behaviors in a fair and equitable way.
Element 2.3 Promoting social development and group responsibility	<ul style="list-style-type: none">• Recognizes student diversity but does not promote acceptance or respect.• Group structures are not in evidence.	<ul style="list-style-type: none">• May address different experiences and backgrounds.• Allows communication and some collaboration.• Uses limited group activities.	<ul style="list-style-type: none">• Promotes acceptance and respect for different experiences, ideas, backgrounds, feelings, and points of view.• Facilitates communication and collaboration.• Provides opportunities to assume varied roles within a group structure.
Element 2.4 Establishing and maintaining standards for student behavior	<ul style="list-style-type: none">• Uses guidelines for behavior that do not reflect students' developmental and personal needs.• Discourages students from participating in classroom decision making.• Does not make families aware of standards for student behavior.	<ul style="list-style-type: none">• Establishes expectations for student behavior.• Implements consequences inconsistently.• Informs some parents of expectations.	<ul style="list-style-type: none">• Establishes guidelines for behavior that reflect students' developmental and personal needs.• Involves students in classroom decision making, problem solving and conflict resolution.• Involves families in maintaining guidelines for student behavior.
Element 2.5 Planning and implementing classroom procedures and routines that support student learning	<ul style="list-style-type: none">• Fails to clearly communicate schedules, timelines, classroom routines and classroom rules to students.• Does not promote procedures and routines that encourage a climate of fairness and respect.• Does not maintain rules, routines, and procedures.	<ul style="list-style-type: none">• Establishes some rules to support student learning.• Develops procedures and routines.	<ul style="list-style-type: none">• Establishes and posts schedules, timelines, classroom routines, and classroom rules.• Develops procedures and routines, and promotes and maintains a climate of fairness and respect.• Maintains classroom rules, routines, and procedures.
Element 2.6 Using instructional time effectively	<ul style="list-style-type: none">• Uses instructional time ineffectively• Is ineffective in use of pacing and transition time.• Prepares materials inadequately	<ul style="list-style-type: none">• Engages some students through pacing and adjustment of instructional time.• Is inconsistently effective in use of transition time.• Prepares materials inconsistently.	<ul style="list-style-type: none">• Engages students in learning through pacing, adjustment of instructional time, and redirection.• Implements smooth transitions.• Materials prepared.

GENERAL EDUCATION ELEMENTS EXAMPLES OF PERFORMANCE

Standard Three - Understanding and Organizing Subject Matter for Student Learning

Teachers exhibit strong working knowledge of subject matter and student development. Teachers organize curriculum to facilitate students' understanding of the central themes, concepts, and skills in the subject area. Teachers interrelate ideas and information within and across curricular areas to extend students' understanding. Teachers use their knowledge of student development, subject matter, instructional resources, and teaching strategies to make subject matter accessible to all students.

	Practice Not Consistent with Standard	Developing Practice	Meets or Exceeds Standards
Element 3.1 Demonstrating knowledge of subject matter content and student development	<ul style="list-style-type: none"> • Makes no attempt to keep subject matter knowledge current and sufficient to support student learning. • Rarely ensures that knowledge of the subject matter incorporates different perspectives. • Lacks understanding of students' social, emotional, and physical development as it relates to subject matter. 	<ul style="list-style-type: none"> • Some effort to keep subject matter knowledge current and sufficient to support student learning. • Inconsistently ensures that knowledge of the subject matter incorporates different perspectives. • Has limited understanding of students' social, emotional, and physical development as it relates to subject matter. 	<ul style="list-style-type: none"> • Continues to keep subject matter knowledge current and sufficient to support student learning. • Ensures that knowledge of the subject matter incorporates different perspectives. • Understands students' social, emotional, and physical development as it relates to subject matter.
Element 3.2 Organizing curriculum to support student understanding of the subject matter	<ul style="list-style-type: none"> • Does not demonstrate knowledge of student development and subject matter to organize and sequence the curriculum. • Organizes subject matter ineffectively to value diverse perspectives. • Rarely incorporates subject or appropriate level expectations, curriculum frameworks, and content standards in organizing subject matter. 	<ul style="list-style-type: none"> • Demonstrates some evidence of knowledge of student development and subject matter to organize and sequence the curriculum. • Inconsistently organizes subject matter effectively to value diverse perspectives. • Incorporates some subject or appropriate level expectations, curriculum frameworks and content standards in organizing subject matter. 	<ul style="list-style-type: none"> • Uses knowledge of student development and subject matter to organize and sequence the curriculum. • Organizes subject matter effectively to value diverse perspectives. • Incorporates subject or appropriate level expectations, curriculum frameworks, and content standards in organizing subject matter.
Element 3.3 Interrelating ideas and information within and across subject matter areas	<ul style="list-style-type: none"> • Helps few students to relate subject matter concepts to previous learning and their own lives. • Helps few students to see the relationships and connections across subject matter areas and to solve problems. • Rarely implements units and lessons that highlight themes, concepts, and skills within and across subject matter areas. 	<ul style="list-style-type: none"> • Helps some students to relate subject matter concepts to previous learning and their own lives. • Helps some students to see the relationships and connections across subject matter areas and to solve problems. • Inconsistently implements units and lessons that highlight themes, concepts, and skills within and across subject matter areas. 	<ul style="list-style-type: none"> • Helps all students to relate subject matter concepts to previous learning and their own lives. • Helps all students to see the relationships and connections across subject matter areas and to solve problems. • Implements units and lessons that highlight themes, concepts, and skills within and across subject matter areas.
Element 3.4 Developing student understanding through instructional strategies that are appropriate to the subject matter	<ul style="list-style-type: none"> • Rarely uses knowledge of subject matter to help students construct their own knowledge. • Does not support students to think critically in each subject area. • Does not build on student life experience, prior knowledge and interests to make the content relevant and meaningful to them. • Does not use a variety of instructional strategies and approaches to illustrate a concept and its connections within and across subject areas. 	<ul style="list-style-type: none"> • Inconsistently uses knowledge of subject matter to help students construct their own knowledge. • Encourages some students to think critically in each subject area. • Inconsistently builds on student life experience, prior knowledge and interests to make the content relevant and meaningful to them. • Uses a limited variety of instructional strategies and approaches to illustrate a concept and its connections within and across subject areas. 	<ul style="list-style-type: none"> • Uses knowledge of subject matter to help students construct their own knowledge. • Challenges all students to think critically in each subject area. • Builds on student life experience, prior knowledge and interests to make the content relevant and meaningful to them. • Uses a variety of instructional strategies and approaches to illustrate a concept and its connections within and across subject areas.
Element 3.5 Using materials, resources, and technologies to make subject matter accessible to students	<ul style="list-style-type: none"> • Does not use instructional materials and resources that include technologies that promote students' understanding of subject matter and reflect diversity of the classroom. 	<ul style="list-style-type: none"> • Infrequently selects and uses instructional materials and resources including technologies that promote students' understanding of subject matter and reflect diversity of the classroom. 	<ul style="list-style-type: none"> • Selects and uses instructional materials and resources including technologies that promote students' understanding of subject matter and reflect diversity of the classroom.

GENERAL EDUCATION ELEMENTS EXAMPLES OF PERFORMANCE

Standard Four - Planning Instruction and Designing Learning Experiences for All Students

Teachers plan instruction that draws on and values students' backgrounds, prior knowledge, and interests. Teachers establish challenging learning goals for all students based on student experience, language development, and home and school experiences. Teachers sequence curriculum and design long-term and short-range plans that incorporate subject matter knowledge, reflect grade-level curriculum expectations and include a repertoire of instructional strategies. Teachers use instructional activities that promote learning goals and connect with student experiences and interests. Teachers modify and adjust instructional plans according to student engagement and achievement.

	Practice Not Consistent with Standard	Developing Practice	Meets or Exceeds Standards
Element 4.1 Drawing on the valuing students' backgrounds, interests, and developmental learning needs	<ul style="list-style-type: none"> • Inadequately supports students' knowledge and experience in curriculum and instructional planning. • Does not design lessons that promote subject matter knowledge for all students. • Demonstrates little knowledge about cognitive and linguistic development to plan instruction that supports student learning. 	<ul style="list-style-type: none"> • Inconsistently incorporates students' knowledge and experience in curriculum and instructional planning. • Minimally incorporates student diversity as an integral part of planning. • Inconsistently designs lessons that promote subject matter knowledge for all students. • Demonstrates some knowledge about cognitive and linguistic development to plan instruction that supports student learning. 	<ul style="list-style-type: none"> • Incorporates students' knowledge and experience in curriculum and instructional planning. • Recognizes and incorporates student diversity as an integral part of planning. • Designs lessons that promote subject matter knowledge for all students. • Uses knowledge about cognitive and linguistic development to plan instruction that supports student learning.
Element 4.2 Establishing and articulating goals for student learning	<ul style="list-style-type: none"> • Rarely establishes short-term and long-term goals for student learning. • Does not use instructional activities that are related to learning goals. • Does not establish high expectations for learning. • Inadequately designs instructional activities so that all students participate in setting and achieving learning goals. • Does not set goals for student learning to promote critical thinking and problem solving. 	<ul style="list-style-type: none"> • Inconsistently establishes short-term and long-term goals for student learning. • Inconsistently uses instructional activities that are related to learning goals. • Seldom establishes high expectations for learning. • Minimally designs instructional activities so that all students participate in setting and achieving learning goals. • Inconsistently sets goals for student learning to promote critical thinking and problem solving. 	<ul style="list-style-type: none"> • Establishes short-term and long-term goals for student learning. • Ensures that each instructional activity is related to learning goals. • Establishes high expectations for learning. • Designs instructional activities so that all students participate in setting and achieving learning goals. • Insures that goals for student learning promote critical thinking and problem solving.
Element 4.3 Developing and sequencing instructional activities and materials for student learning	<ul style="list-style-type: none"> • Inadequately uses formal and informal student assessment in long- and short-term planning. • Does not plan to use instructional strategies appropriate to the complexity of the lesson content and student learning needs. • Does not select and sequence instruction to promote understanding for all students. • Neglects to choose and adapt instructional materials to make subject matter relevant to students' experience and interests. 	<ul style="list-style-type: none"> • Rarely uses formal and informal student assessment in long- and short-term planning. • Minimally plans to use instructional strategies appropriate to the complexity of the lesson content and student learning needs. • Rarely selects and sequences instruction to promote understanding for all students. • Inconsistently chooses and adapts instructional materials to make subject matter relevant to students' experience and interests. 	<ul style="list-style-type: none"> • Uses formal and informal student assessment in long- and short-term planning. • Plans to use instructional strategies appropriate to the complexity of the lesson content and student learning needs. • Selects and sequences instruction to promote understanding for all students. • Chooses and adapts instructional materials to make subject matter relevant to students' experience and interests.
Element 4.4 Designing short-term and long-term plans to foster student learning	<ul style="list-style-type: none"> • Rarely develops long- and short-term plans that build on and extend students' understanding of subject matter. • Ineffectively organizes curriculum to allow enough time for student learning, review and assessment. • Demonstrates little knowledge of subject matter and students to plan and pace instructional activities over time. • Does not plan to ensure access to challenging, diverse, academic content for all students. • Neglects to provide opportunities for all students to learn at their own pace. 	<ul style="list-style-type: none"> • Inconsistently develops long- and short-term plans that build on and extend students' understanding of subject matter. • Rarely organizes curriculum to allow enough time for student learning, review and assessment. • Demonstrates some knowledge of subject matter and students to plan and pace instructional activities over time. • Minimally plans to ensure access to challenging, diverse, academic content for all students. • Provides few opportunities for students to learn at their own pace. 	<ul style="list-style-type: none"> • Develops long- and short-term plans that build on and extend students' understanding of subject matter. • Organizes curriculum to allow enough time for student learning, review and assessment. • Uses knowledge of subject matter and students to plan and pace instructional activities over time. • Plans to ensure access to challenging, diverse, academic content for all students. • Provides opportunities for all students to learn at their own pace.

Element 4.5 Modifying instructional plans to adjust for student needs.	<ul style="list-style-type: none"> Does not revise plans based on formal and informal student assessment. Does not modify plans to ensure opportunities for all students to learn and synthesize information. Does not reflect on teaching to refine long- and short-term planning. 	<ul style="list-style-type: none"> Inconsistently revises plans based on formal and informal student assessment. Minimally revises plans to ensure opportunities for all student assessment. Inconsistently reflects on teaching to refine long- and short-term planning. 	<ul style="list-style-type: none"> Revises plans based on formal and informal student assessment. Modifies plans to ensure opportunities for all students to learn and synthesize information. Reflects on teaching to refine long- and short-term planning.
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GENERAL EDUCATION ELEMENTS

EXAMPLES OF PERFORMANCE

Standard Five - Assessing Student Learning

Teachers establish and clearly communicate learning goals for all students. Teachers collect information about student performance from a variety of sources. Teachers involve all students in assessing their own learning. Teachers use information from a variety of ongoing assessments to plan and adjust learning opportunities that promote academic achievement and personal growth for all students. Teachers exchange information about student learning with students, families and support personnel in ways that improve understanding and encourage further academic progress.

	Practice Not Consistent with Standard	Developing Practice	Meets or Exceeds Standards
Element 5.1 Establishing and communicating learning goals for all students	<ul style="list-style-type: none"> Does not use adopted curriculum materials to establish learning goals for all students. Students are unaware of learning goals. Does not use grading system that reflects goals for student learning. Does not work with other educators. 	<ul style="list-style-type: none"> Inconsistently uses adopted materials to establish learning goals for students. Some students are aware of learning goals. May use grading system that may reflect goals for students' learning. Minimally works with other educators to establish and revise learning goals and assessment tools. 	<ul style="list-style-type: none"> Uses subject matter standards from district, state and other courses to guide establishment of learning goals for all students that reflect appropriate subject matter concepts, skills, and application. Reviews and revises learning goals with every student. Ensures that grading system reflects goals for students' learning. Works with other educators to establish and revise learning goals and assessment tools that promote student learning.
Element 5.2 Collecting and using multiple sources of information to assess student learning	<ul style="list-style-type: none"> Rarely assesses student learning. Bases student evaluation on inadequate sources of information. 	<ul style="list-style-type: none"> Inconsistently assesses student learning using tools that match instructional goals. Bases some student evaluation on multiple sources of information. 	<ul style="list-style-type: none"> Assesses student learning using tools that match instructional goals. Bases student evaluation on multiple sources of information.
Element 5.3 Involving and guiding all students in assessing their own learning	<ul style="list-style-type: none"> Neglects to make assessment integral to the learning process. Does not help students reflect upon, assess and communicate with others about their learning. Does not help students use assessment to monitor their own learning goals. 	<ul style="list-style-type: none"> Inconsistently makes assessment integral to the learning process. Minimally helps students reflect upon, assess and communicate with others about their learning. Inconsistently helps students to use assessment to monitor their own learning goals. 	<ul style="list-style-type: none"> Makes assessment integral to the learning process. Helps students reflect upon, assess and communicate with others about their learning. Helps all students to use assessment to monitor their own learning goals.
Element 5.4 Using the results of assessments to guide instruction	<ul style="list-style-type: none"> Does not use informal assessment of student learning to adjust instruction while teaching. Does not use assessment data to plan, re-teach or adjust to student's individual needs. 	<ul style="list-style-type: none"> Minimally uses informal assessments of student learning to adjust instruction while teaching. Occasionally uses assessment data to plan effective ways of teaching subject matter concepts and skills. Occasionally uses assessment information to determine when and how to revisit content. Occasionally uses assessment data to meet students' individual needs. 	<ul style="list-style-type: none"> Uses informal assessments of student learning to adjust instruction while teaching. Uses assessment data to plan more effective ways of teaching subject matter concepts and skills. Uses assessment information to determine when and how to revisit content. Uses assessment data to meet students' individual needs.
Element 5.5 Communicating with students, families, agencies, and other appropriate audiences about student progress	<ul style="list-style-type: none"> Does not provide students with feedback. Does not communicate learning goals and information about student progress to students, families, and other audiences. 	<ul style="list-style-type: none"> Inconsistently provides students with timely feedback. Little evidence of communicating learning goals and information about student progress to students, families, and other audiences. 	<ul style="list-style-type: none"> Provides all students with timely feedback as they engage in learning activities. Communicates learning goals and information about student progress to students, families, and other audiences.

GENERAL EDUCATION ELEMENTS EXAMPLES OF PERFORMANCE

Standard Six - Developing as a Professional Educator

Teachers reflect on their teaching practice and actively engage in planning their professional development. Teachers establish professional learning goals, pursue opportunities to develop professional knowledge and skill, and participate in the extended professional community. Teachers learn about and work with local communities to improve their professional practice. Teachers communicate effectively with families and involve them in student learning and the school community. Teachers contribute to school activities, promote school goals and improve professional practice by working collegially with all school staff. Teachers balance professional responsibilities and maintain motivation and commitment to all students.

	Practice Not Consistent with Standard	Developing Practice	Meets or Exceeds Standards
Element 6.1 Reflecting on teaching practice and planning professional development	<ul style="list-style-type: none"> Minimal assessment of professional growth over time. Minimal reflection on instructional practices. Professional development plans are formulated with minimal reflection and analysis. 	<ul style="list-style-type: none"> Limited attempts to assess professional growth over time. Inconsistently reflects on instructional practice to improve student learning. Formulates professional development plans that are based on inconsistent analysis. 	<ul style="list-style-type: none"> Assesses professional growth over time. Reflects on instructional practice to improve student learning. Formulates professional development plans that are based on reflection and analysis.
Element 6.2 Establishing professional goals and pursuing opportunities to grow professionally	<ul style="list-style-type: none"> Goals are superficial with little thought or action in seeking out professional development activities. Rarely uses professional literature and development opportunities to improve teaching and learning. Rarely seeks out and refines approaches that make the curriculum accessible to every student. 	<ul style="list-style-type: none"> Goals are inconsistent and little thought is given to professional growth activities. Occasionally uses professional literature and development opportunities to improve teaching and learning. Occasionally seeks out and refines approaches that make the curriculum accessible to every student. 	<ul style="list-style-type: none"> Establishes goals and seeks out opportunities for professional growth and development. Uses professional literature and development opportunities to improve teaching and learning. Continues to seek out and refine approaches that make the curriculum accessible to every student.
Element 6.3 Working with communities to improve professional practice	<ul style="list-style-type: none"> Neglects to use the knowledge of the students' communities and cultures to improve practice. Does not actively promote collaboration between school and community. Seldom identifies and uses school district and local community resources to benefit students and their families. 	<ul style="list-style-type: none"> Inconsistently uses the knowledge of the students' communities and cultures to improve practice. Minimally promotes collaboration between school and community. May identify and use school, district and local community resources to benefit students and their families. 	<ul style="list-style-type: none"> Uses the knowledge of the students' communities and cultures to improve practice. Promotes collaboration between school and community. Identifies and uses school, district and local community resources to benefit students and their families.
Element 6.4 Working with families to improve professional practice	<ul style="list-style-type: none"> Lacks understanding of families' racial, cultural, linguistic and socioeconomic backgrounds. Rarely engages families as sources of knowledge about students' linguistic and social backgrounds. Fails to dialogue/respond with all families regarding student progress. Does not use available resources to communicate with all students and families. Provides limited opportunities for all families to participate in the classroom and school community. 	<ul style="list-style-type: none"> Has some understanding of families' racial, cultural, linguistic and socioeconomic backgrounds. Occasionally engages families as sources of knowledge about students' linguistic and social backgrounds. Inconsistently dialogues with all families and responds to their concerns regarding student progress. At times uses available resources to communicate with all students and families. Provides few opportunities for all families to participate in the classroom and school community. 	<ul style="list-style-type: none"> Develops an understanding of families' racial, cultural, linguistic and socioeconomic backgrounds. Engages families as sources of knowledge about students' linguistic and social backgrounds. Promotes dialogue with all families and responds to their concerns regarding student progress. Uses available resources to communicate with all students and families. Provides opportunities for all families to participate in the classroom and school community.
Element 6.5 Working with colleagues to improve professional practice	<ul style="list-style-type: none"> Rarely collaborates with teachers, administrators, education specialists and paraprofessionals to meet with all students' learning needs. Minimal dialogue and reflection with colleagues to improve practice. Rarely participates in making and implementing school-wide decisions. Seldom contributes to school-wide events and learning activities. Does not establish and maintain professional relationships with other school staff. 	<ul style="list-style-type: none"> Occasionally collaborates with teachers, administrators, education specialists and paraprofessionals to meet with all students' learning needs. Some dialogue and reflection with colleagues to improve practice. Occasionally participates in making and implementing school-wide decisions. May contribute to school-wide events and learning activities. Tries to establish and maintain professional relationships with other school staff. 	<ul style="list-style-type: none"> Collaborates with teachers, administrators, education specialists and paraprofessionals to meet with all students' learning needs. Engages in dialogue and reflection with colleagues to improve practice. Participates in making and implementing school-wide decisions. Contributes to school-wide events and learning activities. Establishes and maintains professional relationships with other school staff.

Element 6.6 Balancing professional responsibilities and maintaining motivation	<ul style="list-style-type: none"> • Struggles with a positive attitude with students and staff. • Has minimal creative input. • Feels isolated. • Does not demonstrate professional conduct and integrity in the classroom and school community. • Lacks support to balance professional responsibilities with personal needs. • Does not extend one's knowledge about the professional and legal responsibilities for students' learning, behavior, and safety. 	<ul style="list-style-type: none"> • Occasionally has a positive attitude with students and staff. • Rarely challenges oneself intellectually and creatively. • Struggles with the isolation of teaching. • Occasionally demonstrates professional conduct and integrity in the classroom and school community. • Tries to balance professional responsibilities with personal needs. • Is learning about the professional and legal responsibilities for students' learning, behavior, and safety. 	<ul style="list-style-type: none"> • Reduces stress and maintains a positive attitude with students and staff. • Challenges oneself intellectually and creatively. • Deals well with the isolation of teaching. • Demonstrates professional conduct and integrity in the classroom and school community. • Finds support to balance professional responsibilities with personal needs. • Extends one's knowledge about the professional and legal responsibilities for students' learning, behavior, and safety.
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GENERAL EMPLOYEE EXPECTATIONS Elements of Performance

Applies with MV/ROP established rules, regulations, policies, contracts and laws.	<ul style="list-style-type: none"> • Fails to fulfill professional responsibilities . • Acts unprofessionally. • Rarely maintains records in an accurate and timely manner. 	<ul style="list-style-type: none"> • Attempts to fulfill professional responsibilities. • Demonstrates some professional conduct and integrity in the classroom and school community. • Usually maintains records in an accurate and timely manner. 	<ul style="list-style-type: none"> • Fulfills professional responsibilities. • Demonstrates professional conduct and integrity in the classroom and school community. • Maintains records in an accurate and timely manner.
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Board of Education #2

MISSION VALLEY REGIONAL PROGRAM BOARD OF EDUCATION

AGENDA ITEM

Board of Education #2

Date of Board Meeting: June 19, 2014

TITLE: Proposed Bridgepoint High School Facilities Project

Background:

In the fall of 2013, Mission Valley ROP created a plan for numerous facilities improvement projects to be implemented on various high school campuses throughout the JPA Districts to improve and support classroom environments.

One proposed facility project identified was the kitchen at the Bridgepoint High School site. MVROP's intent was to do a makeover on the room by cleaning the classroom and purchasing new equipment for the kitchen. Mission Valley ROP worked with the site Principal to create a plan to make the necessary upgrades for the room and maintained communication with appropriate Newark Unified School District contacts. However, the project was stalled after MVROP learned that at one time the Bridgepoint High kitchen had been shut down by the Alameda County Fire Department.

A new fire inspection was conducted in February. Newark USD leadership works with a construction company on their bond projects, Vanir Construction Management, Inc. NUSD asked the construction manager, Ms. Jenny Rios, if she could assist in putting a plan together to address the Bridgepoint kitchen needs – based on the ACFD report. What came from this effort is a conceptual plan to improve the kitchen to a satisfactory level, which is projected to cost far more than Mission Valley ROP was ever ready to consider.

Current Status:

Current information provided by the Vanir Construction Manager puts the estimated cost of construction for the Bridgepoint High School kitchen over \$200,000 without all equipment identified as necessary for the Culinary Arts program. This figure in total would be closer to \$250,000 for the finished classroom, and potentially higher if water and gas needed to be re-plumbed to the room. The MVROP reserve allocation plan budgeted for this project is 20% (or less) of the aforementioned figure. After reviewing this information, MVROP has decided to not move forward with this venture and to instead pursue other cost-effective methods of delivering CTE opportunities to Bridgepoint High students.

Recommendation:

Review and receive staff recommendation.

Thomas Hanson
Staff Contact

Instructional Services
Division 140

Thomas Hanson
Superintendent, Mission Valley ROP



Board of Education #3

Mission Valley ROP
Governing Council Meeting Schedule
2014/2015 School Year

The Governing Council meets at 4 p.m. on the third Thursday of the month (when not conflicting with a school holiday) in the MVROP Board Room. Dates to be considered for the beginning of the 2014/2015 school year are as follows:

- **Thursday, September 18, 2014**
- **Thursday, October 16, 2014**
- **Wednesday, November 19, 2014**
- **Thursday, December 18, 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