

**Mission Valley ROP**  
**Thursday, September 17, 2015**  
**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, September 17, 2015  
Regular Meeting (Open Session) – 4p.m.**

Call to order \_\_\_\_\_p.m.

**Pledge of Allegiance**

**Roll Call:** \_\_\_\_\_ Nancy Thomas, President  
\_\_\_\_\_ Jonas Dino, Vice President  
\_\_\_\_\_ Larry Sweeney, Clerk  
\_\_\_\_\_ Other

**Approval of Agenda:**

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Vote: \_\_\_\_\_

**Communication:**

- a. Items from the Staff
- b. Oral Communication
  - *Summer 2015 IISME Teacher Project Presentations*
- c. Items from the Board
- d. Public Comment
  - Blue Speaker Card – Items on the agenda
  - Green Speaker Card – Items not on the agenda

**Consent Calendar:**

- a. **Minutes:**  
Approve minutes from the Governing Council meeting on June 18, 2015.
- b. **Business and Finance:**
  - B&F#1 Approve Purchase Orders over \$5,000
  - B&F#2 Approve Warrants \$5,000 and above
  - B&F#3 Adopt Resolution Number 1-1516
  - Accept Donations to Mission Valley ROP
  - B&F#4 Approve 2014/2015 Year-End Transfers
  - B&F#5 Approve Memorandum of Understanding between MVROP and the Tri-Cities One-Stop Career Center
  - B&F#6 Approve Memorandum of Understanding between MVROP and Direct Support Professional Trainers (DSP)
  - B&F#7 Approve Memorandum of Understanding between MVROP and Fresno County Superintendent of Schools (FCSS) for Direct Support Professional (DSP) Training
  - B&F#8 Approve ACOE 2015-2016 School Services Consortium Intent to Participate
  - B&F#9 Approve MVROP 2015-2016 Salary Increase

B&F#10 Approve 2015-16 Payroll Reimbursements for Fremont, Newark, and New Haven Unified School District Employees Teaching and Supporting ROP Classes

**c. Curriculum and Instruction**

C&I#1 Approve MVROP Master Course List for High School and Adult Programs for the School Year 2015/ 2016

C&I#2 Approve Textbooks for 2015/2016 School Year

**d. Employment and Personnel:**

E&P#1 Approve Report of Certificated Personnel Actions

E&P#2 Approve Report of Classified Personnel Actions

**End of Consent Calendar:**

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Vote: \_\_\_\_\_

Board comments on Consent Calendar:

\_\_\_\_\_  
\_\_\_\_\_

**Business and Finance #1**

**Information**

Review MVROP Fiscal Update

**Business and Finance #2**

**Information/ Action**

Review and Approve Report on Fiscal Year 2014-2015 Unaudited Actuals

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Vote: \_\_\_\_\_

**Business and Finance #3**

**Information/ Action**

Review and Approve Lease and Services Agreement between Fremont Unified School District (FUSD) and Mission Valley ROP (MVROP)

**Motion:** \_\_\_\_\_  
**Second:** \_\_\_\_\_  
**Vote:** \_\_\_\_\_

**Board Requests**

\_\_\_\_\_  
\_\_\_\_\_

Meeting adjourned: \_\_\_\_\_pm





## Consent Calendar



## Minutes

**Regular Meeting of the Governing Council  
Mission Valley Regional Occupational Center/ Program  
Thursday, June 18, 2015**

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

Present:

Jonas Dino, Vice President  
Larry Sweeney, Clerk  
Ray Rodriguez, NUSD Alternate

**Approval of Agenda:**

*Member Sweeney made a motion to approve all items on the June agenda, noting Business and Finance Item #2 is the Public Hearing and Action on the Adopted Budget for 2015-2016. Member Dino made a second to approve the motion. Members voted 2-0 to approve all items on the June agenda, noting Business and Finance Item #2 is the Public Hearing and Action on the Adopted Budget for 2015-2016.*

Member Rodriguez arrived at 4:05 p.m.

**Communication:**

**a. Items from Staff:**

Superintendent Hanson shared:

- MVROP is continuing to close out another successful school year. Teacher checkout has taken place, classrooms are being organized to prepare for summer cleaning, summer work plans are underway, teacher interviews for three current vacancies are scheduled, and new administrators will start shortly.

**b. Oral Communication:**

- MVROP Superintendent Thomas Hanson presented retiring staff members Jim Omlid, Phil Subasa, and Margie Trujillo with retirement proclamations for their many years of valued service to Mission Valley ROP.
- An Automotive Technology video documenting a class project from the James Logan High classroom was presented to the Governing Council.

**c. Written Communication:**

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

- *Letter from Alameda County Office of Education re: 2014-15 Second Interim Report, May 19, 2015*
- *"MVROP Spring 2015 Reflections Newsletter" June 11, 2015*

**c. Items from the Board:**

None

**d. Public Comment:**

None

**Consent Calendar:**

*Member Rodrriguez made a motion to approve all items in the Consent Calendar. Member Sweeney 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**

MVROP Director of Business Services, Joyce Veasley, reviewed Business and Finance Item #1 and answered subsequent Board inquiries regarding the item.

*This item is information only.*

**Business and Finance #2**

**Public Hearing and Action on the Adopted Budget for 2015-16**

The Public Hearing opened at 4:51 p.m.

MVROP Director of Business Services, Joyce Veasley, reviewed Business and Finance #2 and answered subsequent Board inquiries regarding the 2015-2016 Adopted Budget.

There was no public comment.

The Public Hearing closed at 5:02 pm.

There was no Board discussion.

*Member Sweeney made a motion to approve Business and Finance #3, Public Hearing and Action on the 2015-2016 Adopted Budget. Member Rodriguez made a second to approve the motion. Members voted 3-0 to approve Business and Finance #3, Public Hearing and Action on the 2015-2016 Adopted Budget.*

**Business and Finance #3**

**Review and Approve Fall 2015 Governing Council Meeting Dates**

MVROP Director of Business Services, Joyce Veasley, reviewed Business and Finance #3 and answered subsequent Board inquiries regarding the Fall 2015 Governing Council Meeting Dates.

*Member Rodriguez made a motion to approve Business and Finance #3, Review and Approve Fall 2015 Governing Council Meeting Dates. Member Sweeney made a second to approve the motion. Members voted 3-0 to approve Business and Finance #3, Review and Approve Fall 2015 Governing Council Meeting Dates.*

**Board Requests:**

None

**Adjourn to Closed Session: 5:05 p.m.**

**Reconvene to Open Session: 5:25 p.m.**

*No action was taken.*

**The meeting was adjourned at 5:25 p.m.**

Absent  
\_\_\_\_\_  
Nancy Thomas, President

\_\_\_\_\_  
Jonas Dino, Vice President

\_\_\_\_\_  
Larry Sweeney, Clerk



## **Business and Finance**

# MISSION VALLEY ROP

**PURCHASE ORDER REPORT  
PURCHASE ORDERS OVER \$5,000  
BOARD MEETING - SEPTEMBER 17, 2015  
PO PERIOD: JULY 1, 2015 - SEPTEMBER 3, 2015  
AGENDA ITEM - B&F #1**

<b>PO NUMBER</b>	<b>VENDOR NAME &amp; ACCOUNT CODE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
153927	LCA Architects Inc 81-0635-0-6701-8501-6221-660-6012 81-0635-0-6701-8501-6271-660-6012	Architect Services KHS Auto Body Spray Booth Project	\$ 5,897.85
156335	School Services of California 81-0635-0-0000-7601-5825-660-6013	Consulting Services	\$ 29,901.30
160033	Computer Pro 81-0635-0-6005-1001-4315-660-6005	Computer Supplies	\$ 10,000.00
160208	California Landscapes 81-0635-0-6999-8201-5671-660-6013	Landscape Services	\$ 9,540.00
160608	Keep it Simple Computer 81-0635-0-0000-7701-5830-660-6005	Network Support	\$ 19,000.00
160618	New Haven USD 81-0635-0-6999-1001-5880-667-6998	Transportation Services	\$ 50,000.00
160619	New Haven USD 81-0635-0-6999-1001-5830-667-6007 81-0635-0-6999-2101-5830-667-6007 81-0635-0-6999-3111-5830-667-6007	Payroll Reimbursements	\$ 82,000.00
160620	Newark USD 81-0635-0-6999-2101-5830-664-6008 81-0635-0-6999-3111-5830-664-6008 81-0635-0-6999-1001-5830-664-6008	Payroll Reimbursements	\$ 31,500.00

<b>PO NUMBER</b>	<b>VENDOR NAME &amp; ACCOUNT CODE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
160637	Office Depot 81-0635-0-6999-2701-4310-660-6013 81-0635-0-6999-1001-4310-660-6998	Supplies	\$ 28,000.00
160900	Kratos 81-0635-0-0000-7701-4440-660-6005 81-0635-0-0000-7701-5830-660-6005	Upgrade Camera Server	\$ 13,097.13
160989	Fry's Electronics 81-0635-0-6005-1001-4315-660-6005	Computer Supplies	\$ 6,000.00
161068	Folgergraphics Inc 81-0635-0-6010-7180-5870-660-6010	Printing Services	\$ 5,000.00
161073	Smart and Final 81-0635-0-6621-1001-4310-656-6998	Supplies Culinary Arts, American HS	\$ 8,100.00
161303	Cal Compliance Inc 81-0635-0-6701-8501-6291-660-6012	Inspection Services KHS Auto Body Spray Booth Project	\$ 5,400.00
161422	Smart and Final 81-0635-0-6621-1001-4310-652-6998	Supplies Culinary Arts, Kennedy HS	\$ 8,000.00
161435	Smart and Final 81-0635-0-6621-1001-4310-667-6998	Supplies Culinary Arts, James Logan HS	\$ 5,500.00
161436	Smart and Final 81-0635-0-6621-1001-4310-664-6998	Supplies Culinary Arts, Newark Memorial HS	\$ 5,000.00



**Mission Valley ROP**  
**Warrants \$5,000 and above**  
**From 7/1/15 to 9/3/15**  
**Fiscal Year 15/16**

B&F #2  
September 17, 2015

Date	Warrant #	Vendor	Purpose	Amount	PO number
07/09/15	50600261	Kratos Public Safety	All access control system server upgrade	\$ 17,140.92	156229
07/14/15	50532278	Home Depot	Auto Body tools/supplies	\$ 498.33	150884
			PLTW Center tools/supplies	\$ 88.10	150961
			Construction tools/supplies	\$ 4,700.39	154947
			Refund	\$ (19.99)	156575
07/14/15	50532378	Keep it Simple Computer	Network re-design	\$ 8,121.50	150304
07/14/15	50532382	PG&E	Monthly Electricity	\$ 12,821.79	
07/21/15	50600585	Canon Business Solutions	Maintenance agreement on Océ machines	\$ 8,649.56	160763
07/21/15	50600587	Keenan & Associates	Liability Insurance	\$ 63,764.00	160740
07/21/15	50600956	Keep it Simple Computer	Dell EqualLogic additional network storage	\$ 14,753.22	160607
07/21/15	50600592	PLTW	Participation fees Center	\$ 5,000.00	160738
07/21/15	50600583	State of CA - PERS	Monthly Premiums	\$ 6,931.92	
07/27/15	50600736	New Haven USD	Payroll reimbursement	\$ 8,483.15	150239
07/27/15	50600737	New Haven USD	Payroll reimbursement	\$ 7,683.48	150239
07/27/15	50600738	Ohlone College	Career & College Readiness Services - MOU	\$ 12,762.50	153645
08/04/15	50600957	Apple Computer	7 iMacs, Video Production Center	\$ 17,831.31	160739
08/04/15	50600964	Goodheart-Willcox	Workbooks BPD Class at Robertson	\$ 5,624.03	160759
08/04/15	50600965	ITSavvy	Computer Lab PLTW NMHS	\$ 50,589.11	160682
08/04/15	50600959	McGraw Hill	Textbooks Business Class at American HS	\$ 6,294.13	160650
08/04/15	50600968	PLTW	PLTW Biotech Center supplies	\$ 11,144.92	160737
08/04/15	50600969	Ray Weaver Contracting	Construction Classroom Modifications	\$ 39,010.00	160606
08/11/15	50601069	Computer Pro	Tablets and Cases for PLTW Logan	\$ 7,036.92	160996
08/11/15	50601076	PG&E	Monthly Electricity	\$ 12,918.65	
08/18/15	50601285	ITSavvy	Computer Lab PLTW JLHS	\$ 41,832.87	161069
08/21/15	50601595	PLTW	Participation fees & Vex kits Horner Jr Hi	\$ 10,179.59	160601
			Participation fees & Vex kits Walters Jr Hi	\$ 10,222.85	160602
			Participation fees & Vex kits Hopkins Jr Hi	\$ 10,222.85	160604
			Participation fees & Vex kits Centerville Jr Hi	\$ 10,222.85	160605
08/25/15	50601601	Ray Weaver Contracting	Flooring Construction Classroom	\$ 19,800.00	161079
08/25/15	50601602	School Specialty	Classroom furniture for PLTW NMHS	\$ 16,588.91	156658
08/25/15	50601562	State of CA - PERS	Monthly Premiums	\$ 6,931.92	
09/01/15	50601672	Administrative Software	Annual Maintenance renewal	\$ 11,980.00	161532
09/01/15	50601673	Troxell Communications	Ceiling projector system PLTW NMHS	\$ 5,927.35	160898

<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 #3**

**DATE OF BOARD MEETING:**    September 17, 2015

**TITLE:**        Adopt Resolution No. 1-1516  
                  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(s)</u>	<u>Value</u>
PLTW	Seagate	Check	\$30,000
Auto Tech JLHS	The Dealer	2005 Acura RSX	\$ 6,000
Auto Tech JLHS	MK Battery	8 batteries	\$ 5,100
Auto Tech JLHS	Curtis Instruments	AC Controller, Engage VII	\$ 3,000
Auto Tech JLHS	Curtis Instruments	DC/DC Converter, foot pedal	\$    450
Auto Tech JLHS	Curtis Instruments	Programmer	\$    200

**Recommendation:**

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

<u>Joyce Veasley, 657-1865</u>	<u>ROP Center</u>	<u>Bus. Svcs. Thomas Hanson</u>
Staff Contact Person	Department	Division Superintendent

☒ Information  
☐ Action  
☐ Presentation

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

**AGENDA ITEM  
B&F #4**

**DATE OF BOARD MEETING:** September 17, 2015

**TITLE:** 2014-15 Year End Transfers

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**Current Status:**

There were no Year-end transfers to report

**Recommendation:**

Staff recommends the Governing Council receive the 2008-09 Year End Budget Transfer report.

Joyce Veasley	Business Services	Thomas Hanson	
<b>Staff/Contact Person</b>	<b>Location</b>	<b>Division</b>	<b>Superintendent</b>

## MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

### AGENDA ITEM

#### B&F #5

**Date of Board Meeting:**      **September 17, 2015**

**TITLE:**                              **Memorandum of Understanding between The Tri-Cities One-Stop Center, Ohlone and MVROP**

#### **Background:**

Mission Valley ROP is a mandated partner of the Tri-Cities One-Stop Center, Ohlone in accordance with Workforce Investment Act (WIA) Section 121C(1). As partners MVROP and the Tri-Cities One-Stop Center, Ohlone agree to continue to provide access for MVROP students and teachers to One-Stop resources.

#### **Current Status:**

Mission Valley ROP and The Tri-Cities One Stop Center, Ohlone have created a Memorandum of Understanding specifying the services to be provided during the period of July 1, 2015 through June 30, 2016.

#### **Recommendation:**

MVROP recommends approval of the Memorandum of Understanding with The Tri-Cities One-Stop Center, Ohlone.

<u>Joyce Veasley</u>	<u>Business Services</u>	<u>Thomas Hanson</u>
Staff Contact	Division	Superintendent, Mission Valley ROP

Memorandum of Understanding  
(MOU)

By this agreement made and entered into the 31st day of July, between Mission Valley Regional Occupational Program (hereinafter referred to as MVROP) and the Tri-Cities One Stop Career Center (hereinafter referred to as One-Stop) at Ohlone College (hereinafter referred to as Ohlone), in consideration of mutual covenants, the parties hereto agree as follows:

- A. **PURPOSE OF MOU:** The purpose of this MOU is to outline the joint efforts between the One-Stop and MVROP to provide access for MVROP students and teachers to One-Stop resources. Workforce Investment Act funding only provides One-Stop access to adult clients, therefore, if MVROP wishes to gain access to One-Stop resources for juveniles while enrolled in CTE programs at MVROP, a fee for services agreement is needed.
- B. **DESCRIPTION OF SERVICES:** One Stop staff will provide teacher and staff training and resources about Ohlone College's Certificate and Degree programs. Provide instruction to MVROP students in areas of career readiness workshop series in classrooms and at designated centers within the Tri-Cities Areas. This effort will target three specific areas for MVROP student and staff. 1) Provide career expert knowledge and consultation to Career Centers at each of the five high schools in Fremont, one high school in Newark and one high school in Union City. One Stop staff will provide onsite supports to these schools. 2) Each High Schools will receive regular, tailored attention to bolster community college information and updated career pathways implementation. 3) Identified MVROP classes will received in-class tutorials on Job Readiness workshop series, which covered variety of labor market information and job search strategies. Specifically, Business and Professional Development teachers at each of the JPA's continuation high schools will receive regular programming on Job Readiness workshop modules, prepared and presented by the One Stop.
- Specialized calendars of activities/event will be created to implement the successful and effective effort between teachers and staff at each site.
- C. **One-Stop OBLIGATIONS:** One-Stop will provide the supervision and preparation time for staff to implement programming in each of the three areas of MVROP programming described above.
- D. **MVROP OBLIGATIONS:** MVROP will pay for services as they are provided on a monthly basis not to exceed \$60,000. A description of the typical month of fees for service are as follows. Services may include any of the following:

***Job Readiness Workshop Series:***

The curriculum is set to highlight the foundation of students understanding of the process of obtaining employment when students are ready for the professional world of work. By participating in the Job Readiness Workshop Series, students will have an understanding and information about planning for career pathways. In addition, students will learn to

access available career resources both in-person and online. Students will complete a Portfolio for career pathways including Self-Assessment, Qualifications, Resume, Labor Market Research, Interview Preparation and Job Search knowledge. Direct connection between high school and the One-Stop system is an emphasis to inform students of the resources available beyond high school years.

1. ***Choosing Your Lifestyle***  
Objective: Students will have an understanding and information of their own marketable skills. Students will gain a better understanding of lifestyle choices and gain resources to get there.  
Outcomes: Students will complete the self-assessment skills worksheet and occupational awareness. Students participate in group activity to learn about their lifestyle and its cost.
2. ***Getting Your Career Started***  
Objective: Student will have an understanding of networking and career pathways.  
Outcomes: Students will complete the “draw my life” activity to reflect on their interest and values to learn about getting their career started.
3. ***Finding Your Job Leads***  
Objective: Students will have an understanding about Labor Market Information and available resources to prepare for job search.  
Outcomes: Students will know where to access job openings.
4. ***Creating Your Resume***  
Objective: Students will have an understanding and information of their qualification for the basic outline of resume development.  
Outcomes: Students will complete activities of job search and assess their qualification for their career. Complete the template for resume development.
5. ***Perfecting Your Interview***  
Objective: Students will discover effective strategies/techniques to prepare interview.  
Outcome: Demonstrate at least one method of researching for an interview and ability to respond to interview questions.
6. ***Practice Interviewing Skills***  
Objective: Students will conduct mock interview in class to practice interview skills.  
Outcome: Student will demonstrate effectively interview techniques via mock interview; learn from each other and provide positive and constructive feedback.
7. ***Workplace Professionalism***  
Objective: Students will have an understanding of workplace professionalism and appropriate conduct.

Outcomes: Through case studies and classroom discussion, student learn appropriate interactions at work.

8. ***Funding for Your Future***

Objective: Student will learn about different financial resources for colleges and other vocational opportunities.

Outcome: Student will complete at least one application for scholarship/financial assistant in preparation for college in the fall.

***Career Centers Technical Assistance Sessions:***

One Stop is committed to provide expert knowledge on career information and provide students with resources pertaining career choices and labor market information. Beyond direct job readiness instruction to students, One Stop is to collaborate with the Career Technician at each of the local high schools to provide technical assistance. The technical assistance sessions are designed to support and share information with Career Technicians on current labor market information, CTE programs at Ohlone, and current job readiness techniques.

***Open House Event:***

To further bridge the gap, the One-Stop will host an annual Ohlone College open house event for students from all three continuation high schools; Robertson, Conley-Caraballo, and Bridgepoint, during spring 2016. The Open House Event aims at providing students with information pertaining to Ohlone College academic programs and student support services. Students will participate in a peer-mentor led campus tour of Ohlone College Newark Center and made aware of Ohlone College counseling services, financial aid programs, and admissions process. Students will also learn about other student support programs to include but not limited to; Extended Opportunity Programs and Services (EOP&S), Ohlone College Puente Project, and the Career Center.

Representatives at Ohlone College will provide students an overview of the following academic programs: (subject to change)

- Science, Engineering, and Mathematics Division
- Information Communication Technology
- Multimedia
- Radio Broadcasting
- Registered Nurse

The goal is to have approximately 150-200 students from Robertson High School, Conley-Caraballo High School, and Bridgepoint High School attend the Open House Event. For many students, this event provides the first opportunity to be on a college campus.

Estimate below is an anticipated costs on monthly invoice:

<b>Billing Period: SAMPLE 2015</b>	
<b>Tri-Cities One-Stop Career Center</b>	
<b>Monthly Service Invoice</b>	
<b>Name of Course/Date:</b>	
<b>Location:</b>	
Total Instruction Hours	20
Total Course Prep Hours	6
<b>Consultations, Meetings, Special Events/Date:</b>	
Total Consultation/Meeting/Special Event Hours	3
<b>Contracted Amount</b>	
<b>Expenses</b>	
Monthly Lecture Instruction	\$3,000.00
Monthly Consultations/Meetings/Special Events	\$450.00
Coordination/Prep Hours	\$900.00
Benefits (20%)	\$870.00
Instructional Supplies	\$100.00
Non-Instructional Supplies	\$0.00
Other Operating Expenses	\$0.00
<b>Monthly Program Expenses</b>	<b>\$5,320.00</b>
Direct and Indirect Adm. Services Expenses (20% of Monthly Program Expenses)	\$1,064.00
<b>Total Monthly Expenses</b>	<b>\$6,384.00</b>

- E. **One-Stop AND MVROP VISION:** The collaborative effort between One Stop and MVROP is to raise students' awareness about continuing education and career pathways as well as the additional resources beyond the academic setting of the high school (i.e. Community Colleges and University).
- F. **PERIOD OF MOU:** This MOU will be in effect for 180 instructional days during the period August 25, 2015 through June 11, 2016 as required by the One-Stop instructional calendar for teachers.
- GENERAL TERMS AND CONDITIONS:**



- G. **INDEMNIFICATION:** One-Stop and MVROP agree to indemnify, defend, and save harmless the other local education agency's officers, agents, employees, and volunteers from any and all claims and losses accruing or resulting to any and all persons, firms, or corporations furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement and from any and all claims and licenses resulting to any person, firm, or corporation who may be injured or damaged by One-Stop or MVROP in the performance of this agreement.
- H. **INSURANCE:** One-Stop and MVROP will maintain general liability insurance, automobile coverage, and workers compensation coverage in such an amount as may be reasonably necessary to assure compliance with the indemnification provision, herein above.
- I. **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.
- J. **SUCCESSORS AND ASSIGNS:** This agreement shall be binding on the administrators, successors, and assigns of the respective parties.
- K. **FINGERPRINTING AND CRIMINAL RECORDS CHECK:** MVROP and One-Stop 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.
- L. **HEALTH EXAMINATIONS:** No person shall be initially allowed to interact with students unless he/she has placed on file with the appropriate local education agency a certificate from a licensed physician indicating that a tuberculosis examination in accordance with education Code 49406.
- M. **CHANGES OR ALTERATIONS:** No changes, alterations, or variations of any kind to this agreement are authorized without the written consent of both local education agencies.
- N. **COMMUNICATIONS:** Communications between the parties to this Agreement may be sent to the appropriate local education agency's main office addressed to the following.
- |                                |                          |
|--------------------------------|--------------------------|
| Binh Nguyen                    | Thomas Hanson            |
| Director, Tri-Cities One-Stop  | Superintendent           |
| Ohlone College                 | Mission Valley ROP       |
| 39399 Cherry Street, Room 1211 | 5019 Stevenson Boulevard |
| Newark, CA 94560               | Fremont, CA 94538        |
- O. **UNDERSTANDING AND ACCEPTANCE OF THE PARTIES:** this Agreement constitutes the entire understanding of the parties. One-Stop and MVROP signatures below signify both an understanding and acceptance of the contract provisions.

P. ONE-STOP REPRESENTATIVE

MVROP REPRESENTATIVE

1. Director, One-Stop

Director, Educational Services

Signature: B. Nguyen

Signature: CAA

Print Name: Binh A. Nguyen

Print Name: Cliff Adams / part

Date Signed: 9/1/2015

Date Signed: 8/7/2015

2.

Director, Business Services

Signature: \_\_\_\_\_

Signature: Joyce Veasley

Print Name: \_\_\_\_\_

Print Name: JOYCE VEASLEY

Date Signed: \_\_\_\_\_

Date Signed: 8/6/15

3.

Superintendent

Signature: \_\_\_\_\_

Signature: Thomas Hanson

Print Name: \_\_\_\_\_

Print Name: THOMAS HANSON

Date Signed: \_\_\_\_\_

Date Signed: 8/6/15

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

## MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

### AGENDA ITEM

#### B&F #6

**Date of Board Meeting:**     **June 20, 2013**

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

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#### **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 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 Trainer, Gina Rivera.

Joyce Veasley	Business Services	Thomas Hanson
Staff Contact	Division	Superintendent, Mission Valley ROP



## Memorandum of Understanding (MOU)

By this agreement made and entered into the 1st day of July 2015, 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 Business 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 Fresno County Office of Education via express mail and return receipt. Gina Rivera will coordinate retrieval of test results and certificates from Fresno County Office

of Education 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 \$50 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 \$200 per student for each participant. Each session shall have a minimum of 6 students and a maximum of 30 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 Business 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 5<sup>th</sup> 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, 2015 through June 30, 2016 and may continue on a year-to-year basis. Either party may terminate the agreement with at least 30 days written notification.

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

H. **GENERAL TERMS AND CONDITIONS:**

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



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

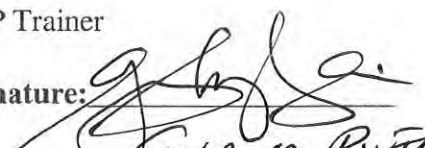
- I. **COMMUNICATIONS:** Communications between the parties to this Agreement may be sent to the appropriate individual as outlined below.

Gina Rivera  
Direct Support Professional Trainer  
[REDACTED]

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 Provider and the duly authorized MVROP representative below signify both an understanding and acceptance of the contract provisions.

K. DSP Trainer

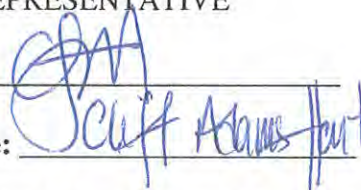
Signature: 

Print Name: Gina M. Rivera

Title: DSP Trainer

Date Signed: 

MVROP REPRESENTATIVE

Signature: 

Print Name: Cliff Adams

Title: Director of Educational Services

Date Signed: 8/6/2015

Signature: Joyce Veasley

Print Name: JOYCE VEASLEY

Title: Director of Business Services

Date Signed: 8/5/15

Signature: Thomas Hanson

Print Name: Thomas Hanson

Title: Superintendent

Date Signed: 8/6/15

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

## MISSION VALLEY REGIONAL OCCUPATIONAL PROGRAM

### AGENDA ITEM

#### B&F #7

**Date of Board Meeting:** September 17, 2015

**TITLE:** Memorandum of Understanding between Fresno County Superintendent of Schools (FCSS) and MVROP

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#### **Background:**

Fresno County Superintendent of Schools (FCSS) is the newly appointed Regional Coordinator of Direct Support Professional programs administered by the California Department of Education and Department of Developmental Services. As part of the region, Mission Valley ROP will continue to be a provider of Direct Support Professional Training. Direct Support Professionals work with and support people with developmental disabilities where they live and work.

#### **Current Status:**

Mission Valley ROP and FCSS 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 Regional Coordinator Fresno County Superintendent of Schools.

Joyce Veasley  
Staff Contact

Business Services  
Division

Thomas Hanson  
Superintendent, Mission Valley ROP



**COOPERATION AND SHARED RESPONSIBILITY AGREEMENT**  
**("Agreement")**

Legal Doc. No. of this Signed Agreement (FCOE Legal use only): 58455

## COVER

**Program/Event:** Direct Support Professional Training (DSPT)

## AGENCY

Mission Valley ROP ("Agency")  
Attn: Cliff Adams-Hart, Director  
5019 Stevenson Boulevard  
Fremont, CA 94538  
Phone: (510) 657-1865      Email: [cadams-hart@mvrop.org](mailto:cadams-hart@mvrop.org)

**FCSS**

Fresno County Superintendent of Schools ("FCSS")  
Attn: Valerie Vuicich, Administrator  
Dept.: Career Technical Education / Fresno ROP  
Fresno County Office of Education  
1318 E. Shaw Avenue, Suite 420  
Fresno, CA 93710  
Phone: (559) 497-3850 Email: [vuicich@fcoe.org](mailto:vuicich@fcoe.org)

**ADDRESS FOR INVOICE:** All invoices, if any, to FCSS shall be addressed to the attention of Internal Business Services - Accounts Payable, Fresno County Office of Education, 1111 Van Ness Ave, Fresno, CA 93721

**CONTRACT TERM (see § 3.1)**

**"Effective Date":** July 1, 2015  
**"Termination Date":** June 30, 2016

**TERMINATION DURING CONTRACT TERM (see § 3.2)**

Ground for Termination (mark one): ☐ With cause  
☒ With or without cause  
**"Notice Period":** At least 30 days before the effective date  
of termination of this Agreement

AGENCY OBLIGATIONS. Agency's obligations under this Agreement (collectively "Services") include those required of Agency in the General Terms and Conditions, any shared obligations stated below, and the following:

WHAT SERVICES WILL AGENCY PROVIDE: Agency shall adhere to the rules and regulations stipulated in the Direct Support Professional Training (DSPT) Procedure Manual issued by the California Department of Education (CDE), Department of Developmental Services (DDS) to implement an effective DSPT program in the East Bay Regional Center Catchment area. Agency shall:

1. Provide FCSS with a 2015-16 DSPT Training and Challenge Test schedule to meet the needs of Community Care Facility DSPs within the East Bay Regional Center Catchment area at least six (6) weeks prior to the start of session. Testing and training schedules shall include the name of the trainer/proctor, date, time, location, and room capacity of each session;
2. Provide certified DSPT trainers and proctors in accordance with State DSPT certification standards and requirements;
3. Provide the necessary and appropriate facilities to conduct DSPT Trainings and Challenge Tests as indicated in the submitted 2015-16 DSPT Training and Challenge Test schedules;
4. Conduct DSPT Trainings and Challenge Tests according to the scheduled testing and training sessions, utilizing only DDS approved testing and training materials;
5. Participate in DSPT State mandated trainings;
6. Participate in regional DSPT advisory meetings;
7. Provide DSPT program training materials (bubble packs, med containers, timers, clipboards, paper towels, etc.).

WHEN WILL AGENCY PROVIDE THE SERVICES (mark one and complete as indicated):

☐ DATE DETERMINED - Agency will perform the Services on (state specific date(s)):

☒ DATE TO BE DETERMINED - The Parties' staff will coordinate and schedule the particular date(s) on which Agency shall perform the Services, such date(s) to be: between July 1, 2015 and June 30, 2016.

WHERE WILL AGENCY PROVIDE THE SERVICES (state full address): Mission Valley ROP, 5019 Stevenson Boulevard, Fremont, CA 94538.

FULL NAME OF AGENCY STAFF WHO MUST PERFORM THE SERVICES (leave blank if none designated):

FCSS OBLIGATIONS. FCSS' obligations under this Agreement (collectively "Services") include those required of FCSS in the General Terms and Conditions, any shared obligations stated below, and the following:

WHAT SERVICES WILL FCSS PROVIDE: FCSS shall adhere to the rules and regulations stipulated in the Direct Support Professional Training (DSPT) Procedure Manual issued by the California Department of Education (CDE), Department of Developmental Services (DDS) to administer an effective DSPT program in the East Bay Regional Center Catchment area. FCSS shall:

1. Facilitate regional DSPT advisory meetings;
2. Conduct annual evaluations of the DSPT program according to the methods developed by DDS and described in the DSPT Procedure Manual;
3. Assure that eDSPT (online registration and certification system) has current information on trainers, training and testing schedules, and training locations;
4. Participate in periodic evaluations of the DSPT program as directed by DDS.

WHEN WILL FCSS PROVIDE THE SERVICES (mark one and complete as indicated):

☐ DATE DETERMINED - FCSS will perform the Services on (state specific date(s)):

☒ DATE TO BE DETERMINED - The Parties' staff will coordinate and schedule the particular date(s) on which FCSS shall perform the Services, such date(s) to be: between July 1, 2015 and June 30, 2016.

WHERE WILL FCSS PROVIDE THE SERVICES (state full address): 1318 E. Shaw Avenue, Suite 420, Fresno, CA 93710

FULL NAME OF FCSS STAFF WHO MUST PERFORM THE SERVICES (leave blank if none designated):



SHARED OBLIGATIONS. The Parties shall each be responsible for the following obligations *(leave blank if none)*:

RECITALS/OTHER TERMS AND CONDITIONS *(leave blank if none)*:

CONTRACT AMOUNT AND PAYMENT SCHEDULE *(mark each that applies and complete as indicated)*:

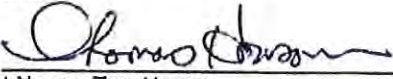
- ☐ NO PAYMENT. No monetary payment shall be made by or to either Party under this Agreement.
- ☐ PAYMENT TO FCSS. Agency (also refer to as "Payor") shall pay FCSS (also refer to as "Payee") pursuant to the following "Payment Schedule" *(mark one and complete as indicated)*:
  - ☐ *Payment Schedule 1 – Fixed Installment Payment:* \$\_\_\_\_\_ per month/quarter/year, the sum of all payments shall equal the "Contract Amount" of \$\_\_\_\_\_. FCSS shall submit to Agency each invoice for payment monthly/quarterly/annually and in accordance with Section 2.2.
  - ☐ *Payment Schedule 2 – Rate/Not To Exceed Contract Amount:* Services that FCSS performs in accordance with this Agreement, to be billed at \$\_\_\_\_\_ per hour in 15 minute increment OR pursuant to the schedule attached as Exhibit 1 and the sum of all payments shall not exceed the "Contract Amount" of \$\_\_\_\_\_. FCSS shall submit to Agency each invoice for payment monthly/quarterly/annually and in accordance with Section 2.2.
  - ☐ *Payment Schedule 3 – Entire Contract Amount/Completion Of All Services:* Entire "Contract Amount" of \$\_\_\_\_\_, the invoice for payment of which FCSS shall submit to Agency within 30 days of the date on which FCSS completed all Services required of FCSS under this Agreement.
  - ☐ *Payment Schedule 4 – Other:* The "Contract Amount" of \$\_\_\_\_\_, each invoice for payment of which FCSS shall submit to Agency monthly/quarterly/annually and in accordance with Section 2.2, and the payment of each invoice of which Agency shall make to FCSS within 30 days after: (A) FCSS has completed, in accordance with this Agreement, the Services required of FCSS for the period for which FCSS requests payment; and (B) Agency has received and approved FCSS' invoice describing, at a minimum, the Services that FCSS completed, date(s) on which such Services were completed, and the payment requested.
- ☒ PAYMENT TO AGENCY. FCSS (also refer to as "Payor") shall pay Agency (also refer to as "Payee") pursuant to the following "Payment Schedule" *(mark one and complete as indicated)*:
  - ☐ *Payment Schedule 1 – Fixed Installment Payment:* \$\_\_\_\_\_ per month/quarter/year, the sum of all payments shall equal the "Contract Amount" of \$\_\_\_\_\_. Agency shall submit to FCSS each invoice for payment monthly/quarterly/annually and in accordance with Section 2.2.
  - ☒ *Payment Schedule 2 – Rate/Not To Exceed Contract Amount:* Services that Agency performs in accordance with this Agreement, to be billed at \$50 per DSPT Challenge Test and \$200 per student completing DSPT Training and the sum of all payments shall not exceed the "Contract Amount" of \$25,000.00. Agency shall submit to FCSS each invoice for payment in a timely manner and in accordance with Section 2.2.
  - ☐ *Payment Schedule 3 – Entire Contract Amount/Completion Of All Services:* Entire "Contract Amount" of \$\_\_\_\_\_, the invoice for payment of which Agency shall submit to FCSS within 30 days of the date on which Agency completed all Services required of Agency under this Agreement.
  - ☐ *Payment Schedule 4 – Other:* The "Contract Amount" of \$\_\_\_\_\_, each invoice for payment of which Agency shall submit to FCSS monthly/quarterly/annually and in accordance with Section 2.2, and the payment of each invoice of which FCSS shall make to Agency within 30 days after: (A) Agency has completed, in accordance with this Agreement, the Services required of Agency for the period for which Agency requests payment; and (B) FCSS has received and approved Agency's invoice describing, at a minimum, the Services that Agency completed, date(s) on which such Services were completed, and the payment requested.
- ☐ OTHER *(leave blank if none)*.

REQUIRED DOCUMENTS. Each document that is marked as required ("Required Document") shall be provided in accordance with the following:

- ☒ 1. PAYMENT DOCUMENT. At Payor's request, Payee shall provide a Taxpayer Identification Number Request (W-9) and other documents that Payor may require to process payment to Payee. (See § 1.5.1).
- ☒ 2. PROOF OF INSURANCE. Each Party shall maintain insurance or self-insurance in accordance with Article 4 and, upon the other Party's request, provide written proof thereof: (A) commercial general liability, (B) workers compensation and employer's liability, and (C) commercial automobile liability. (See Art. 4.)
- ☐ 3. FINGERPRINTING CERTIFICATION FROM AGENCY. If this box is marked and Agency is not a California public school district, county office of education, or charter school, Agency shall submit to FCSS a Fingerprinting and Criminal Background Check Certification ("Fingerprinting Certification") before Agency commences performance of this Agreement, which form must be obtained from FCSS.
- ☐ 4. TB CERTIFICATION FROM AGENCY. If this box is marked and Agency is not a California public school district, county office of education, or charter school, Agency shall submit to FCSS a Tuberculosis Certification before Agency commences performance of this Agreement, which form must be obtained from FCSS.

In consideration of the covenants, conditions, and promises in and for good and valuable consideration and the mutual benefits to be derived from this Agreement, Agency and FCSS, separately referred to as a "Party" and collectively as the "Parties," have reviewed and understand, and hereby enter into this Agreement. Unless the context requires otherwise, any reference to a Party in this Agreement includes its governing body and members thereof, officers, employees, and agents. Each person executing this Agreement on behalf of a Party represents that he/she is authorized to execute on behalf of and to bind the Party to this Agreement.

AGENCY

By:   
Print Name: Tom Hanson  
Title: Superintendent or Authorized Designee  
//

FCSS

By:   
Jim A. Yovino, Superintendent  
or Authorized Designee

Dr. Kathryn Catania, Deputy Superintendent



## GENERAL TERMS AND CONDITIONS

These General Terms and Conditions contain the following Articles:

- Article 1 Scope of Services and Obligations
- Article 2 Payment
- Article 3 Term and Termination of Agreement
- Article 4 Insurance
- Article 5 Indemnity
- Article 6 Dispute Resolution
- Article 7 General Provisions

Terms with initial capital letter shall have the respective meanings set forth in this Agreement.

### ARTICLE 1 SCOPE OF SERVICES AND OBLIGATIONS.

**SECTION 1.1 PURPOSE.** By this Agreement, the Parties desire to set forth the terms and conditions upon which the Parties shall cooperate and share responsibilities for performance of this Agreement, and to set forth the Parties' rights and obligations relating to this Agreement.

**SECTION 1.2 PARTIES' OBLIGATIONS.** Except as specifically stated otherwise on the Cover, each Party shall provide all labor, materials, equipment, and transportation necessary to perform its obligations under this Agreement. Further and unless stated otherwise on the Cover, each Party is solely responsible for: (A) all means, methods, techniques, sequences, procedures, safety, and work coordination necessary or proper for it to perform its obligations under this Agreement; (B) the acts and omissions of its officers, employees, agents, and any other persons who it retains to perform any portion of this Agreement; and (C) taking all reasonable precautions for the safety and prevention of injury to the person of and damage or loss to the property of its officers, employees, agents and any other persons who it retains to perform any portion of this Agreement and to any officers, employees, agents, students, or invitees of the other Party or any Third Party (see definition in Article 5).

**SECTION 1.3 COMPLIANCE WITH APPLICABLE LAW AND GRANT.** Each Party shall comply with all laws and regulations (collectively "Law") applicable to its performance of this Agreement, and all Law that it agreed to comply under this Agreement (referred to collectively and separately as "Applicable Law" and shall include amendments and Law that are in effect as of the Effective Date or become effective during the Contract Term). Each Applicable Law is deemed inserted herein; however, if any conflict or inconsistency exists between a provision in this Agreement and an Applicable Law, the provision in this Agreement shall govern except where such provision is specifically prohibited or void by the Applicable Law in which case the Applicable Law shall govern to the extent provided therein. Each Party shall comply with each grant (if any) that provides funding to pay for this Agreement and all Law and requirements applicable to such grant.

**SECTION 1.4 WORK PRODUCTS AND RIGHTS THERETO.** Unless stated otherwise on the Cover, the following applies to any data, document, display, drawing, report, material, invention, work, and discovery, including any copyright, right, and interest therein or thereto and whether written, recorded, or electronically stored (collectively "Work"), that a Party prepares for or provides to the other Party pursuant to this Agreement: (A) the Work of each Party shall remain its property and that Party shall have all rights and interests thereto; (B) each Party grants to the other Party a limited license during the Contract Term to use and reproduce the portion of the other Party's Work necessary for the Party to perform this Agreement; and (C) upon termination of this Agreement and a Party's request, the other Party shall return any Work that belongs to the requesting Party. The provisions of this Section shall survive the termination of this Agreement.

### SECTION 1.5 RECORDS AND INFORMATION.

**1.5.1 REQUIRED DOCUMENTS.** A Party shall provide to the other Party the Required Documents that are required from the Party as marked on the Cover, each of which is incorporated by reference into and constitutes a part of this Agreement. If any Required Document becomes incorrect or inapplicable or expires during the Contract Term, the Party providing the Required Document shall promptly notify in writing and/or submit to the other Party the corrected, updated, or effective Required Document.

**1.5.2 CONFIDENTIAL RECORDS AND INFORMATION.** If any document and/or information (for example and not as a limitation, employee or student records) that are subject to nondisclosure or protection under federal and/or California laws (collectively "Confidential Materials") are provided to or created by a Party for or pursuant to this Agreement, the Party shall: (A) not release, disseminate, publish, or disclose the Confidential Materials except as required by law or a court order, as this Agreement may permit, or as a Party, through its contact person listed on the Cover or other designated staff, may authorize in writing; (B) not use the Confidential Materials for any purpose not related to its performance of this Agreement; and (C) protect and secure the Confidential Materials, including those that are saved or stored in an electronic form, to ensure that they are

safe from theft, loss, destruction, erasure, alteration, and unauthorized viewing, duplication, and use. The provisions of this Subsection shall survive the termination of this Agreement.

## ARTICLE 2 PAYMENT.

SECTION 2.1 CONTRACT AMOUNT. Compensation, if any is required under this Agreement, shall be as stated on the Cover. Payor shall pay Payee, if any payment is due to Payee, in accordance with the Payment Schedule stated on the Cover and Section 2.2 below.

SECTION 2.2 INVOICE, DOCUMENTATION, AND PAYMENT. Payee shall submit an itemized invoice and supporting documentation to Payor, addressed as stated on the Cover, before Payee may receive any payment, if any is due to Payee under this Agreement. The Payment Schedule, as marked on the Cover and stated here, shall apply to Payor's payment of the Contract Amount to Payee: (A) **Payment Schedule 1 or 2** - Payor shall pay Payee within 30 days after: (1) Payee has completed, in accordance with this Agreement, the Services required of Payee for the period for which Payee requests payment; and (2) Payor has received and approved Payee's invoice describing, at a minimum, the Services that Payee completed, date(s) on which such Services were completed, and the payment requested; (B) **Payment Schedule 3** - Payor shall pay Payee within 30 days after: (1) Payee has completed, in accordance with this Agreement, all Services required of Payee; and (2) Payor has received and approved Payee's invoice stating that Payee has completed all Services, the date on which all Services were completed, and the payment requested; and (C) **Payment Schedule 4** - Payor shall pay Payee in accordance with the provisions stated on the Cover relating to Payment Schedule 4.

## ARTICLE 3 TERM AND TERMINATION OF AGREEMENT.

SECTION 3.1 CONTRACT TERM. This Agreement is effective on the Effective Date and continues in full force and effect thereafter until and including the Termination Date and any extension thereto ("**Contract Term**") and, unless terminated during the Contract Term in accordance with Section 3.2 below, shall terminate at 12:00 midnight on the last day of the Contract Term without any notice or action by either Party. Any extension of the Contract Term shall be set forth in an amendment executed by the Parties.

### SECTION 3.2 TERMINATION DURING CONTRACT TERM.

3.2.1 TERMINATION FOR CAUSE/WITHOUT CAUSE. During the Contract Term and unless specifically permitted otherwise in this Section, a Party may terminate this Agreement as marked on the Cover: (A) *With or Without Cause* - A Party, with or without cause, may terminate this Agreement by giving the other Party written notice for the Notice Period stated on the Cover; or (B) *With Cause* - A Party may terminate this Agreement only upon the other Party's material breach of one or more provisions of this Agreement and after the non-breaching Party has given the breaching Party written notice for the Notice Period stated on the Cover.

3.2.2 TERMINATION ON OTHER GROUNDS. Despite any contrary provisions in this Agreement, FCSS may terminate this Agreement effective on the date stated in FCSS' written notice of termination to Agency pursuant to any of the following: (A) Agency is required as stated on the Cover to but fails to provide to FCSS or comply with the Fingerprinting Certification; (B) Agency is required as stated on the Cover to but fails to provide to FCSS or comply with the Tuberculosis Certification; or (C) FCSS, the Fresno County Board of Education, and/or any entity from which FCSS receives or is to receive funds to pay for this Agreement and/or FCSS' performance of this Agreement reduce or eliminate some or all such funds, or fail or determine not to appropriate sufficient funds to make future payments under this Agreement and/or to fund FCSS' performance of the Services required of FCSS under this Agreement.

3.2.3 RIGHTS AND OBLIGATIONS UPON TERMINATION. After termination of this Agreement and, if as stated on the Cover, compensation is due to Payee under this Agreement, Payor shall pay Payee for all Services that Payee is required to perform and has performed in accordance with this Agreement before the effective date of termination. Before Payee receives any such payment, Payee shall submit to Payor an itemized invoice and supporting documentation for such Services. Payor shall pay Payee within 30 days after: (1) Payee has completed, in accordance with this Agreement, the Services for which Payee requests payment; and (2) Payor has received and approved Payee's invoice describing, at a minimum, the Services that Payee completed, date(s) on which such Services were completed, and the payment requested. Upon making such payment to Payee, Payor is not obligated to pay and shall have no obligation to make any further payment to Payee, whether pursuant to contract, law or equity. The provisions of this Subsection shall survive the termination of this Agreement.

SECTION 3.3 FORCE MAJEURE. A Party is not liable for failing or delaying performance of its obligations under this Agreement due to events that are beyond the Party's reasonable control and occurring without its fault or negligence, for example, acts of God such as tornadoes, lightning, earthquakes, hurricanes, floods, or other natural disasters (collectively "**Force Majeure**"), provided that the Party has promptly notified the other Party in writing of the occurrence of the Force Majeure, except that a Force Majeure shall not excuse Payor's payment to Payee of any portion of the Contract Amount that is due from Payor to Payee where Payee has performed in accordance with this Agreement the

Services for which payment is requested and submitted an invoice and supporting information in accordance with Section 2.2. Payee shall not be entitled to any payment for Services that Payee did not perform during the period in which the Force Majeure occurred.

#### ARTICLE 4 INSURANCE.

Each Party, at its cost and throughout the Contract Term, shall maintain in effect insurance or self-insurance that complies, at a minimum, with the following requirements, and shall provide written proof of such insurance to the other Party upon the other Party's request: (A) *commercial general liability* with limits of not less than \$1,000,000 per occurrence and \$2,000,000 general aggregate and with coverage for property damage, bodily injury, and personal and advertising injury; (B) *workers compensation* with limits of not less than \$1,000,000 or as required by California laws, whichever is greater; and *employer's liability insurance* of not less than \$1,000,000; and (C) *commercial automobile liability* covering, at a minimum, non-owned and hired autos and, if there are any autos owned by a Party, then also covering the Party's owned autos, with a combined single limit of not less than \$1,000,000 per accident

#### ARTICLE 5 INDEMNITY.

Each Party's indemnity, defense, and hold harmless obligations to the other Party under or related to this Agreement shall be governed solely by this Article. A Party ("Indemnitor") shall: (A) indemnify and hold harmless the other Party ("Indemnitee") to the full extent permitted by California laws for any Loss sustained by Indemnitee or a Third Party only in proportion to Indemnitor's liability based on a Final Determination; and (B) defend and pay for all of Indemnitor's attorney's fees and litigation costs related to any Claim or Loss without any right against or from the Indemnitee for indemnity and/or hold harmless of such costs and fees, or any right for defense. A Party who intends to seek or seeks indemnity and/or hold harmless for any Loss from the other Party shall notify the other Party in writing and within a reasonable time after the Party knows or becomes aware of any Claim that may or will result in a Loss, describing, if known or determinable, the pertinent circumstances, all entities and persons involved, and the amount being claimed. A Party's obligations under this Article are not limited to or by any insurance that it maintains or the lack of insurance but apply to the full extent permitted by California laws, and shall survive the termination of this Agreement. "Claim" means any claim, demand, lawsuit, cause of action, action, cross-complaint, cross-action, and/or proceeding arising out of, resulting from, or relating to this Agreement where there has been no Final Determination. "Loss" means any bodily injury, property damage, personal injury, advertising injury, liability, loss, damage, judgment, expense, and/or cost (excluding attorney's fees and litigation costs that a Party or a Third Party incurred or paid related to a Loss or Claim) arising out of, resulting from, or relating to this Agreement and for which there has been a Final Determination that a Party is or both Parties are liable. "Third Party" means a person who or an entity that is not any of the following: (A) a Party; (B) an owner, director, officer, employee, or agent of Agency; (C) an officer, employee, or agent of FCS; or (D) contracted with (whether directly or through a subcontract of any level) or otherwise retained by a Party to act for or on the Party's behalf. "Final Determination" means any judgment, order, or decision, each a "Determination," by a court of competent jurisdiction or a governmental entity with jurisdiction to render the Determination where the Determination is not subject to appeal or the period for an appeal has expired.

#### ARTICLE 6 DISPUTE RESOLUTION.

The Parties shall meet and confer in good faith to resolve any dispute between them arising out of, resulting from, or relating to this Agreement, including any Claim or Loss for which a Party seeks indemnity pursuant to Article 5 and any dispute relating to this Agreement that arises or occurs after the termination of this Agreement. During a dispute regarding payment under this Agreement, Payor shall pay Payee the portion of the Contract Amount that is undisputed and due to Payee from Payor; if a disputed portion of the Contract Amount is determined in a Final Determination to be due to Payee, Payor shall pay such amount to Payee within 30 days of the date of the Final Determination, unless a different date is stated in the Final Determination or in an agreement executed by the Parties, in which case, Payor shall pay Payee in accordance therewith. Except for an action to preserve the status quo and/or prevent irreparable harm, a Party shall not commence any cause of action, action, lawsuit, or proceeding arising out of, resulting from, or relating to this Agreement until after the Party has complied with the provisions of this Article. The provisions of this Article shall survive the termination of this Agreement.

#### ARTICLE 7 GENERAL PROVISIONS.

**SECTION 7.1 ENTIRE AGREEMENT, CONFLICT, EXECUTION, AMENDMENT, AND WAIVER.** This Agreement is a complete and exclusive statement of the Parties' agreement under Code of Civil Procedure section 1856. This Agreement consists of, and any conflict or inconsistency in this Agreement shall be resolved by giving precedence as follows: Cover, General Terms and Conditions, exhibit or attachment stated in this Agreement as being a part of this Agreement, and the Required Documents. The Parties may execute this Agreement and any amendment in counterparts such that each Party's signature is on a separate page. A copy or an original of this Agreement or an amendment with the Parties' signatures, whether original or transmitted by electronic means, shall be deemed a fully executed contract. The Parties may amend or waive any provision of this Agreement only by a writing executed by them.

**SECTION 7.2 INTERPRETATION, APPLICABLE LAWS AND TIME ZONE; VENUE; SEVERABILITY; AND SURVIVAL OF TERMINATION.** If there is uncertainty of any language in this Agreement, the Parties agree that Civil Code section 1654 shall not apply to interpret the uncertainty. The language of this Agreement shall be interpreted according to its fair meaning and not strictly for or against any Party and under California laws without giving effect to California's choice of law provisions that may result in the application of the laws of another jurisdiction. All dates and times stated in this Agreement shall be according to Pacific Time. All causes of action, actions, lawsuits, and proceedings arising out of, resulting from, or relating to this Agreement shall be adjudicated in state or federal court in Fresno County, California, provided that FCSS does not hereby waive any immunity to suit. If a court of competent jurisdiction holds any provision of this Agreement void, illegal, or unenforceable, this Agreement shall remain in full force and effect and shall be interpreted as though such invalidated provision is not a part of this Agreement and the remaining provisions shall be construed to preserve the Parties' intent in this Agreement. Any provision in this Agreement that by its nature applies after, or is specifically stated to survive, the termination of this Agreement shall survive the termination of this Agreement.

**SECTION 7.3 INDEPENDENT CONTRACTOR, ASSIGNMENT, AND TRANSFER.** Each Party is an independent contractor, and it and its officers, employees, and agents are not, and shall not represent themselves as, officers, employees, or agents of the other Party. This Agreement does not and shall not be construed to create an employment or agency relationship, partnership, or joint venture between the Parties. A Party and its officers, employees, agents, and any other person performing services for or on behalf of the Party shall not have any right or claim against the other Party for wages or employee compensation, social security benefits, workers compensation benefits, health benefits, vacation, sick leave, or other employee benefits. A Party shall not assign or transfer any or all of its obligations and/or rights under this Agreement, including by operation of law or change of control or merger, without the other Party's prior written consent.

**SECTION 7.4 NOTICES.** Except as may be stated otherwise in this Agreement in which case such provision shall govern to the extent provided therein, each Party shall give any notices, demands, and all other communications required or permitted under this Agreement in writing and by one of the following methods to the other Party at its address and/or email stated on the Cover, delivery to be effective upon receipt thereof by the other Party: (A) hand delivery; (B) sent by a reputable overnight courier service that tracks the delivery; (C) sent by certified mail, return receipt requested, postage prepaid; or (D) sent by regular mail and transmitted by e-mail; and, ***If to FCSS, a copy of any notice and demand by email to: FCOE Legal Services at [legalservices@fcoe.org](mailto:legalservices@fcoe.org).*** A Party may change its contact person and/or contact information stated on the Cover by notifying the other Party of the particular change and the effective date thereof in accordance with this Section. The provisions of this Section shall survive the termination of this Agreement.

11



☒ Information  
☒ Action  
☐ Presentation

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

**AGENDA ITEM  
B&F #8**

**DATE OF BOARD MEETING:** September 17, 2015

**TITLE:** ACOE 2015-2016 School Services Consortium Intent to Participate

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**Background:**

MVROP is part of a 20 member consortium of Alameda County school districts that contract with School Services of California to provide consulting services. Services coordinated by the ACOE include information on major school finance and policy issues, revenue calculations, and analysis of revenue expenditure issues.

**Current Status:**

The annual agreement requires that school districts sign an agreement to participate and deduct fees depending upon the number of participants.

**Recommendation:**

Staff recommends approval of the agreement with Alameda County Office of Education

Joyce Veasley	Business Services	Thomas Hanson
<b>Staff/Contact Person</b>	<b>Location</b>	<b>Division      Superintendent</b>



**ALAMEDA COUNTY  
OFFICE OF EDUCATION**

L. Karen Monroe, Superintendent

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**Date:** July 22, 2015

**Memo: 15/16-01**

**To:** Chief Business Officials

**From:** Jeff Potter

**Subject:** **2015-16 School Services Consortium**

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We are renewing our annual consortium agreement with School Services of California. The cost for the new fiscal year is \$2,040/year. The contract will cover July 1, 2015 through June 30, 2016.

As in previous years, there's no need for participating districts to issue a purchase order for the contract. We will journal the entire charge directly to each district in December 2015.

This year's contract is attached, and outlines the services included for all districts. Please return the attached Intent to Participate form to Annette Brown in District Business & Advisory Services, Room 348. The deadline is **August 10, 2015**. If your district has a separate contract, please indicate this in the appropriate area and return the form to Annette.

If you have any questions, please feel free to call me at (510) 670-4277.

Attachments: #01-A1 SSC Consortium 2015-16 Intent to Participate Form  
#01-A2 SSC Consortium 2015-16 District Listing - Estimated Cost Analysis  
#01-A3 SSC Consortium 2015-16 Contract for Services

**AGREEMENT FOR SPECIAL SERVICES**

Fiscal Budget Services

Consortium

This is an Agreement between the **ALAMEDA COUNTY OFFICE OF EDUCATION**, hereinafter referred to as "County," and **SCHOOL SERVICES OF CALIFORNIA, INC.**, hereinafter referred to as "Consultant," entered into as of July 1, 2015.

**RECITALS**

**WHEREAS**, the County needs assistance regarding issues of school finance, legislation, school budgeting, and general fiscal issues; and

**WHEREAS**, the Consultant, is professionally and specially trained and competent to provide these services; and

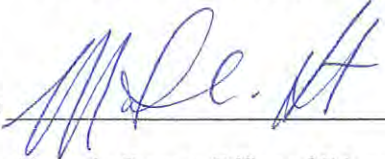
**WHEREAS**, the authority for entering into this Agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable;

**NOW, THEREFORE**, the parties to this Agreement do hereby mutually agree as follows:

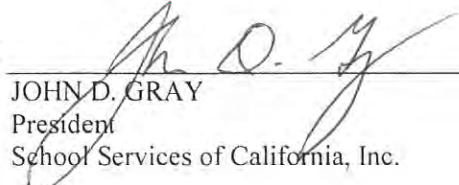
- I. Consultant agrees to perform such duties relating to issues of school finance, including:
  - a. Delivery of "one copy" of each edition of the *Fiscal Report* containing information on issues of school finance, budgets, or practices that impact school district fiscal policies, and one copy of the booklet *Analysis of the Governor's Proposals for the State Budget and K-12 Education*
  - b. The option of receiving information on Consultant's website regarding major school finance and policy issues
  - c. An analysis of all major school finance/fiscal legislation and reports on its legislative/executive branch progress
  - d. Twenty-eight (28) hours of service annually as the County directs on fiscal issues, including: analysis of specific district revenue or expenditure issues, analysis of specific legislative or regulatory issues, and a "quick query" service to provide telephone response to specific fiscal questions of the County. Services for which the base service hours may not be used, include: mandate questions; County-specific economy, efficiency, or management consulting services, including, but not limited to, efficiency or management studies, demographic or school facility studies, special education studies, fiscal health analysis; and/or an in-depth budget review; direct collective bargaining or factfinding assistance, fiscal analysis for purposes of collective bargaining, legislative representation or advocacy; appearance as an expert witness; provision of depositions or declarations for district legal issues; or, major customized research projects or studies
  - e. Preliminary school district revenue calculation using the online tools available on the Consultant's website for use in determining the projected revenue funding level soon after the budget is adopted based on the major annual school finance legislation

- f. Participation at the Consultant's client rate at the Consultant's school finance conferences and workshops
2. The County agrees to pay the Consultant for services rendered under this Agreement:
  - a. \$42,180 annually, plus expenses, payable at \$3,515 per month, plus expenses upon billings from Consultant
  - b. For all requested services in excess of twenty-eight (28) direct service hours as indicated in Item 1d above in a 12-month period, the applicable hourly rate for the person(s) performing the services shall apply
  - c. "Hours" are defined as hours of direct service to the County, as well as reasonable travel time to and from the County's site
  - d. "Expenses" are defined as actual, out-of-pocket expenses, such as travel, meals, shipping, and duplication of materials
3. The County agrees that any information received from Consultant shall be for the use of the County and the districts in the County Consortium only and shall not be provided by the County to other districts over 500 average daily attendance (ADA). Districts under 500 ADA are eligible to receive service as deemed appropriate by the County Office (see Attachment A).
4. This Agreement shall be for the period of one year, beginning July 1, 2015 and terminating June 30, 2016. This Agreement may be terminated prior to June 30, 2016 by either party on thirty (30) days' written notice. In the event that the County elects to terminate services at the end of the Agreement, the County shall give a 30-day written notice of nonrenewal. Consultant will provide continuing services for 90 days after the expiration date of the Agreement or until the County provides written notice. The County is responsible for these accrued charges and Consultant may bill these additional days. In the case of cancellation, the County shall be liable for any costs accrued to the date of cancellation.
5. It is expressly understood and agreed to by both parties that Consultant, 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 County.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as indicated below:

BY:   
Alameda County Office of Education

DATE: 5/26/15

BY:   
JOHN D. GRAY  
President  
School Services of California, Inc.

DATE: May 11, 2015



**Alameda County Office of Education  
School Services of California Consortium – 2015/16  
Notice to Interested School Districts & ROPs**

ACOE is renewing the Consortium Contract with School Services of California. If you would like to continue to participate in the consortium, please indicate so by completing the intent to participate information below.

**Intent to Participate**

It is the intent of the

It is the intent of the Mission Valley ROP School District to participate in the School Services Consortium for the period of July 1, 2015 through June 30, 2016. I understand that ACOE will journal the charge to my district for the entire cost of the contract in December 2015. The cost for each participating district is \$2,040.00. (This is an estimate based on all current participants. Should the number of entities increase or decrease, there could be a change in the cost per district.) All districts & ROPs that wish to participate must sign this intent form, including those that have participated in the past. A district may terminate this agreement prior to June 30, 2016 with a 30-day written notice. The district shall be liable for any costs accrued up to the date of cancellation.

**Or,**

No, the \_\_\_\_\_ School District participates under its own contract with SSC, or does not wish to participate in the upcoming fiscal year.

Joyce Veasley  
Name of District CBO

  
District CBO Signature

7/27/15  
Date

Please return this form no later than **August 10, 2015** to: Annette Brown, District Business & Advisory Services, Room 348.

Thank you.

Online districts only - please complete full Escape account code below:

Fund	Obj	Res	Goal	Fun	Loc	Mgr	Yr	Opt

CONSORTIUM 2015	ATTACHMENT <i>Districts Over 500 ADA</i>
Alameda City USD	1.
Albany City USD	2.
Berkeley USD	3.
Castro Valley USD	4.
Dublin USD	5.
Emery USD	6.
Fremont USD	7.
Hayward USD	8.
Livermore Valley Joint USD	9.
Mountain House ESD ( <i>Under 500 ADA</i> )	
New Haven USD	10.
Newark USD	11.
Oakland USD	12.
Piedmont City USD	13.
Pleasanton USD	14.
San Leandro USD	15.
San Lorenzo USD	16.
Sunol Glen USD ( <i>Under 500 ADA</i> )	
Mission Valley ROP	17.
Eden Area ROP	18.
<i>Monthly district/ROP rate (\$170 x 18):</i>	\$3,060.00
<i>Annual district/ROP rate:</i>	36,720.00
<i>Annual county office rate:</i>	<u>5,460.00</u>
<i>Alameda COE consortium rate for 2015</i>	<b>\$42,180.00</b>
<i>Monthly consortium rate:</i>	\$3,515.00

*100% participation of districts over 500 ADA is required (either through consortium membership or through district direct services.)  
Please call Consultant regarding any changes that might need to be made. Thank you.*

☐ Information  
☒ Action  
☐ Presentation

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

**AGENDA ITEM  
B&F #9**

**DATE OF BOARD MEETING: September 17, 2015**

**Title:** Approve Salary Increase for 2015-16

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**Background**

Prior to this proposed action, Mission Valley ROP has not provided its employees any salary adjustments since 2013-2014. The 2% increase will not have any ongoing impact on the MVROP budget nor the Reserve for Economic Uncertainties.

**Current Status**

A 2% increase was discussed and approved as part of the 2015-16 budget presentation to the Governing Council on June 18, 2015. The recommendation was made following a review of the budget, multi-year projections and reserves. The 2% salary increase on salary schedules is for all employees, including Certificated Teachers, Classified and Management, effective July 1, 2015.

The Public Disclosure of Collective Bargaining Agreement forms were submitted to Alameda County Office of Education on July 1, 2015.

**Recommendation**

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

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Joyce Veasley  
Staff Contact Person

Business Services  
Department

Thomas Hanson  
Superintendent, Mission Valley ROP



# Mission Valley ROP

CAREER TECHNICAL TRAINING CENTER

5019 Stevenson Blvd · Fremont, CA 94538-2449

(510) 657-1865 · Fax (510) 438-0378 · [www.mvrop.org](http://www.mvrop.org)

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To: Shirene Moreira  
District Business and Advisory Services  
Alameda County Office of Education

From: Joyce Veasley  
Director of Business Services

Date: July 1, 2015

**RE: Public Disclosure Forms**

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Enclosed are Public Disclosure of Collective Bargaining Agreement forms for Mission Valley ROP. The proposed agreement will be presented to the Mission Valley ROP Governing Council on September 17, 2015. The signed certification form will be sent to you soon after the meeting.

If you have any questions or need more information, please feel free to contact me at (510) 492-5145 or [jveasley@mvrop.org](mailto:jveasley@mvrop.org).



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

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

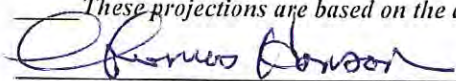
In accordance with the requirements of Government Code Section 3547.5, the Superintendent and Chief Business Official of Mission Valley ROP District, hereby certify that the District can meet the costs incurred under the Collective Bargaining Agreement between the District and the Mission Valley ROP Certificated Teachers, Classified Employees and Management Bargaining Unit, during the term of the agreement from July 1, 2015 to June 30, 2016.

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

Budget Adjustment Categories	Increase(Decrease) Year 1	Increase(Decrease) Year 2	Increase(Decrease) Year 3
Revenues/Other Financing Sources			
	0	0	0
Expenditures/Other Financing Uses			
	82,385	82,385	82,385
Ending Balance Increase (Decrease)	(82,385)	(82,385)	(82,385)

N/A \_\_\_\_\_ (No budget revisions necessary)

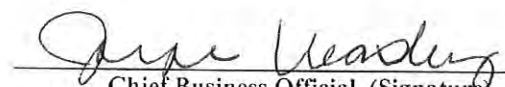
*These projections are based on the attached assumptions, which become an integral part of this document.*

  
District Superintendent (Signature)

7/1/15  
Date

Thomas Hanson

\_\_\_\_\_  
District Superintendent (Type Name)

  
Chief Business Official (Signature)

7/1/15  
Date

Joyce Veasley

\_\_\_\_\_  
Chief Business Official (Type Name)

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

Name of Bargaining Unit: \_\_\_\_\_ CERTIFICATED TEACHERS \_\_\_\_\_ Certificated X Classified \_\_\_\_\_

The proposed agreement covers the period beginning JULY 1, 2015 and ending JUNE 30, 2016

and will be acted on by the Governing Board at its meeting on September 17, 2015 (Date).

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

**A. Proposed Change in Compensation**

Compensation		Annual Cost Prior to Proposed Agreement FY	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY	Year 2 Increase/(Decrease) FY	Year 3 Increase/(Decrease) FY
1.	<b>Salary Schedule</b> (This is to include Step & Column, which is also reported separately in item 6)	\$ 2,563,105	\$ 51,262	\$ -	\$ -
			2.00%	0.00%	0.00%
2.	<b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime Differential, Callback or Standby Pay, etc.		\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
2a.	<b>Description of Other Compensation</b>		\$ -	\$ -	\$ -
3.	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 333,460	\$ 5,736	\$ -	\$ -
			1.72%	0.00%	0.00%
4.	<b>Health/Welfare Plans</b>	\$ 25,631	\$ 513	\$ -	\$ -
			2.00%	0.00%	0.00%
5.	<b>Total Compensation - Add Items 1 through 4 to equal 5</b>	\$ 2,922,196	\$ 57,511	\$ -	\$ -
			1.97%	0.00%	0.00%
6.	<b>Step &amp; Column - Due to movement plus any changes due to settlement. This is a subset of item No. 1.</b>	\$ 74,653	\$ -	\$ -	\$ -
7.	<b>Total number of represented Employees (Use FTEs)</b>	34.46	0	0	0
8.	<b>Total Compensation <u>Average</u> Cost per Employee</b>	\$ 84,800	\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%

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

Name of Bargaining Unit: \_\_\_\_\_ CLASSIFIED (NON-MANAGEMENT)\_\_\_\_ Certificated \_\_ Classified non mgmt\_\_X

The proposed agreement covers the period beginning JULY 1, 2015 and ending JUNE 30, 2016

and will be acted on by the Governing Board at its meeting on September 17, 2015 (Date).

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

**A. Proposed Change in Compensation**

Compensation		Annual Cost Prior to Proposed Agreement FY	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY	Year 2 Increase/(Decrease) FY	Year 3 Increase/(Decrease) FY
1.	<b>Salary Schedule</b> (This is to include Step & Column, which is also reported separately in item 6)	\$ 695,460	\$ 13,909	\$ -	\$ -
			2.00%	0.00%	0.00%
2.	<b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime Differential, Callback or Standby Pay, etc.		\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
2a.	<b>Description of Other Compensation</b>		\$ -	\$ -	\$ -
3.	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 155,783	\$ 1,556	\$ -	\$ -
			1.00%	0.00%	0.00%
4.	<b>Health/Welfare Plans</b>	\$ 6,955	\$ 139	\$ -	\$ -
			2.00%	0.00%	0.00%
5.	<b>Total Compensation - Add Items 1 through 4 to equal 5</b>	\$ 858,197	\$ 15,604	\$ -	\$ -
			1.82%	0.00%	0.00%
6.	<b>Step &amp; Column - Due to movement plus any changes due to settlement. This is a subset of item No. 1.</b>	\$ 20,256	\$ -	\$ -	\$ -
7.	<b>Total number of represented Employees (Use FTEs)</b>	13.75	0	0	0
8.	<b>Total Compensation <u>Average</u> Cost per Employee</b>	\$ 62,414	\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%



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

Name of Bargaining Unit: \_\_\_\_\_ CLASSIFIED MANAGEMENT \_\_\_\_\_ Certificated \_\_\_ Classified mgmt X\_\_\_

The proposed agreement covers the period beginning JULY 1, 2015 and ending JUNE 30, 2016

and will be acted on by the Governing Board at its meeting on September 17, 2015 (Date).

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

**A. Proposed Change in Compensation**

Compensation		Annual Cost Prior to Proposed Agreement FY	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY	Year 2 Increase/(Decrease) FY	Year 3 Increase/(Decrease) FY
1.	<b>Salary Schedule</b> (This is to include Step & Column, which is also reported separately in item 6)	\$ 298,054	\$ 5,961	\$ -	\$ -
			2.00%	0.00%	0.00%
2.	<b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime Differential, Callback or Standby Pay, etc.		\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
2a.	<b>Description of Other Compensation</b>		\$ -	\$ -	\$ -
3.	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 66,764	\$ 667	\$ -	\$ -
			1.00%	0.00%	0.00%
4.	<b>Health/Welfare Plans</b>	\$ 2,981	\$ 30	\$ -	\$ -
			1.00%	0.00%	0.00%
5.	<b>Total Compensation - Add Items 1 through 4 to equal 5</b>	\$ 367,799	\$ 6,658	\$ -	\$ -
			1.81%	0.00%	0.00%
6.	<b>Step &amp; Column - Due to movement plus any changes due to settlement. This is a subset of item No. 1.</b>	\$ 8,681	\$ -	\$ -	\$ -
7.	<b>Total number of represented Employees (Use FTEs)</b>	3	0	0	0
8.	<b>Total Compensation <u>Average</u> Cost per Employee</b>	\$ 122,600	\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%

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

Name of Bargaining Unit: \_\_\_\_\_ CERTIFICATED MANAGEMENT \_\_\_\_\_ Certificated mgt X Classified \_\_\_\_\_

The proposed agreement covers the period beginning JULY 1, 2015 and ending JUNE 30, 2016

and will be acted on by the Governing Board at its meeting on September 17, 2015 (Date).

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

**A. Proposed Change in Compensation**

Compensation		Annual Cost Prior to Proposed Agreement FY	Fiscal Impact of Proposed Agreement		
			Year 1 Increase/(Decrease) FY	Year 2 Increase/(Decrease) FY	Year 3 Increase/(Decrease) FY
1.	<b>Salary Schedule</b> (This is to include Step & Column, which is also reported separately in item 6)	\$ 562,633	\$ 11,253	\$ -	\$ -
			2.00%	0.00%	0.00%
2.	<b>Other Compensation</b> Stipends, Bonuses, Longevity, Overtime Differential, Callback or Standby Pay, etc.		\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%
2a.	<b>Description of Other Compensation</b>		\$ -	\$ -	\$ -
3.	<b>Statutory Benefits - STRS, PERS, FICA, WC, UI, Medicare, etc.</b>	\$ 73,199	\$ 1,259	\$ -	\$ -
			1.72%	0.00%	0.00%
4.	<b>Health/Welfare Plans</b>	\$ 5,626	\$ 56	\$ -	\$ -
			1.00%	0.00%	0.00%
5.	<b>Total Compensation - Add Items 1 through 4 to equal 5</b>	\$ 641,458	\$ 12,568	\$ -	\$ -
			1.96%	0.00%	0.00%
6.	<b>Step &amp; Column - Due to movement plus any changes due to settlement. This is a subset of item No. 1.</b>	\$ 16,387	\$ -	\$ -	\$ -
7.	<b>Total number of represented Employees (Use FTEs)</b>	4	0	0	0
8.	<b>Total Compensation <u>Average</u> Cost per Employee</b>	\$ 160,364	\$ -	\$ -	\$ -
			0.00%	0.00%	0.00%

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

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

2% increase on salary schedules effective July 1, 2015

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

No

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

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

None

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

None

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

None

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

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

No

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**Mission Valley ROP**  
**Public Disclosure of Collective Bargaining Agreement**  
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- F. Identify Other Major Provisions that do not Directly Affect the District's Costs; such as Binding Arbitration, Grievances Procedures, etc.

None

- G. Source of Funding for Proposed Agreement

1. Current Year

General fund

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

General fund and carryover reserves

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

N/A

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

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

	Column 1 Latest Board- Approved Budget Before Settlement As of:	Column 2 Cost of Adjustments as a Result of Settlement	Column 3 Other Revisions Costs Increases (Decreases)	Column 4 Total New Budget (Col 1+2+3)
<b>Revenues</b>				
Revenue Limit Sources (8010-8099)	\$ -	\$ -	\$ -	\$ -
Remaining Revenues (8100-8799)	\$ 6,829,467	\$ -	\$ 724,596	\$ 7,554,063
<b>Total Revenues</b>	<b>\$ 6,829,467</b>	<b>\$ -</b>	<b>\$ 724,596</b>	<b>\$ 7,554,063</b>
<b>Expenditures</b>				
1000 Certificated Salaries	\$ 3,125,738	\$ 58,780	\$ -	\$ 3,184,518
2000 Classified Salaries	\$ 993,514	\$ 20,397	\$ -	\$ 1,013,911
3000 Employee Benefits	\$ 757,304	\$ 8,859	\$ -	\$ 766,163
4000 Books and Supplies	\$ 421,137	\$ -	\$ -	\$ 421,137
5000 Services and Operating Expenses	\$ 1,741,833	\$ -	\$ -	\$ 1,741,833
6000 Capital Outlay	\$ 111,540	\$ -	\$ -	\$ 111,540
7000 Other Outgo	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 7,151,066</b>	<b>\$ 88,036</b>	<b>\$ -</b>	<b>\$ 7,239,102</b>
Operating Surplus (Deficit)	\$ (321,599)	\$ (88,036)	\$ 724,596	\$ 314,961
Other Sources and Transfers In	\$ -	\$ -	\$ -	\$ -
Other Uses and Transfers Out	\$ -	\$ -	\$ -	\$ -
Current Year Increase (Decrease) In Fund Balance	\$ (321,599)	\$ (88,036)	\$ 724,596	\$ 314,961
Beginning Balance	\$ 6,500,456			\$ 6,500,456
Current Year Ending Balance	\$ 6,178,857	\$ (88,036)	\$ 724,596	\$ 6,815,417
<b>Components of Ending Balance</b>				
Nonspendable and Restricted 9711-9740	\$ 284,031	\$ -	\$ -	\$ 284,031
Reserved for Economic Uncertainties 9789 (3%)	\$ 1,754,178.00	\$ 2,641	\$ -	\$ 1,756,819
Committed and Assigned 9770-9780	\$ -	\$ -	\$ 633,919	\$ 633,919
Unassigned/Unappropriated 9790	\$ 4,140,648			\$ 4,140,648



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

N/A

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

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

**I. Impact of Proposed Agreement on Current Year Unrestricted Reserves**

**1. State Reserve Standard**

a. Total Expenditures, Transfers Out, and Uses (Page 4, Column 4, total Expense & Other Uses and Transfers Out <i>(Must include restricted and unrestricted expenditures)</i>	\$ 7,239,102
b. State Standard Minimum Reserve Percentage for this District	5.00%
c. State Standard Minimum Reserve Amount for this District (For districts with less than 1,001 ADA, this is the greater of Line a. times Line b. or \$50,000.	\$ 361,955

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

a. General Fund Budgeted Unrestricted Reserve for Economic Uncertainties	\$ 1,756,819
b. General Fund Budgeted Unrestricted Unassigned/Unappropriated Amount	\$ 4,140,648
c. Special Reserve Fund 17-Budgeted Reserve for Economic Uncertainties	\$ -
d. Special Reserve Fund 17-Budgeted Unassigned/Unappropriated Amount	\$ -
e. Article XIII-B Fund 72-Budgeted Reserve for Economic Uncertainties	\$ -
f. Article XIII-B Fund 72-Budgeted Unassigned/Unappropriated Amount	\$ -
g. Total District Budgeted Unrestricted Reserves	\$ 5,897,467

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

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

N/A

**Mission Valley ROP**  
**Public Disclosure of Collective Bargaining Agreement**  
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**Revised MYP Including the Effects of Collective Bargaining**

District Name: MISSION VALLEY ROP			
General Fund			
Multi-Year Projections			
Budget Year: 2015-16			
	ADA: 1200	ADA: 1200	ADA: 1200
	COLA: 0	COLA: 0	COLA: 0
	Deficit: 0	Deficit:	Deficit: 0
<b>Revenues</b>	Year: 2015-16	Year: 2016-17	Year: 2017-18
Revenue Limit Sources			
Federal Revenue			
Other State Revenue	30,000	30,000	30,000
Local Revenue	6,799,467	6,799,467	6,799,467
<b>Total Revenue</b>	<b>6,829,467</b>	<b>6,829,467</b>	<b>6,829,467</b>
<b>Expenditures</b>			
Certificated Salaries	3,125,738	3,125,738	3,219,510
Step & Column Adjustment		93,772	96,585
Cost-of-Living Adjustment		0	0
Other Adjustments		0	0
Classified Salaries	993,514	993,514	1,023,319
Step & Column Adjustment		29,805	30,700
Cost-of-Living Adjustment		0	0
Other Adjustments		0	0
Employee Benefits	757,304	816,828	900,961
Books & Supplies	421,137	421,137	421,137
Services, Other Operating Exp	1,741,833	1,609,209	1,609,209
Capital Outlay	111,540	0	0
Other Outgo	0	0	0
Direct Support/Indirect Costs			
<b>Total Expenditures</b>	<b>7,151,066</b>	<b>7,090,003</b>	<b>7,301,421</b>
<b>Operating Surplus (Deficit)</b>	<b>(321,599)</b>	<b>(260,536)</b>	<b>(471,954)</b>
Other Financing Sources & Transfers In(Positive figure)			
Other Financing Uses & Transfers Out (Neg Figure)			
<b>Current Yr Inc(Dec) in Fund Balance</b>	<b>(321,599)</b>	<b>(260,536)</b>	<b>(471,954)</b>
<b>Beginning Fund Balance</b>	<b>6,500,456</b>	<b>6,178,857</b>	<b>5,918,321</b>
Audit Adjustments/Restatements			
<b>Ending Balance</b>	<b>6,178,857</b>	<b>5,918,321</b>	<b>5,446,367</b>
Restricted Balance	258,360	258,360	258,360
Required Reserve	214,532	212,700	219,043
Unrestricted Balance (Incl Revolving)	5,705,965	5,447,261	4,968,965
Comments (Major changes):			

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

**J. Salary Notification Requirement**

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

**Comparison of Proposed Agreement to Change in District Base Revenue Limit**

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

**K. Certification**

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

<p>The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement (as provided in the "Public Disclosure of Proposed Collective Bargaining Agreement") in accordance with the requirements of AB 1200 and Government Code 3547.5.</p>	
<div style="text-align: center;"> _____ <b>District Superintendent (or Designee)</b> (Signature)</div>	_____ <b>Date</b>
<p>After public disclosure of the major provisions contained in this summary, the Governing Board, at its meeting on <u>September 17, 2015</u>, took action to approve the proposed Agreement with the <u>Certificated Teachers, Classified Employees, and Management</u> Bargaining Unit.</p>	
_____ <b>President (or Clerk), Governing Board</b> (Signature)	_____ <b>Date</b>

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

September 9, 2015

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

RE: (1) Mission Valley ROP Certificated Teachers Bargaining Agreement -  
July 1, 2015 through June 30, 2016  
(2) Mission Valley ROP Classified Bargaining Agreement -  
July 1, 2015 through June 30, 2016  
(3) Mission Valley ROP Certificated & Classified Management  
Employees Bargaining Agreement - July 1, 2015 through  
June 30, 2016

Dear President Sweeney:

We have reviewed the Public Disclosure of Collective Bargaining Agreements for Certificated, Classified and Management Employees covering the period beginning July 1, 2015 and ending June 30, 2016. The purpose of our review is to determine whether these agreements will have a material impact on the financial condition of the LEA in the current and subsequent two fiscal years.

Based on the Multi-Year Projection (MYP) submitted with the 2015-16 Adopted Budget Report and incorporating the expenditures outlined in these agreements, it appears the ROP will be able to meet the locally defined 5% percent Reserve for Economic Uncertainties for the current and subsequent two fiscal years.

We appreciate the assistance and cooperation of the business office during our review process. If you have any questions or concerns regarding our review process, please feel free to call me at (510) 670-4140 or Gary Jones at (510) 670-4270.

Sincerely,

L Karen Monroe, Superintendent  
Alameda County Office of Education

LKM:slm

cc: Board of Education, MVROP  
Thomas Hanson, Superintendent, MVROP  
Joyce Veasley, Director of Business Services, MVROP  
Gary Jones, Associate Superintendent, ACOE  
Jeffrey B. Potter, Executive Director, ACOE  
Shirene L. Moreira, Director, ACOE

☒ Information  
☒ Action  
☐ Presentation

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

**AGENDA ITEM  
B&F #10**

**DATE OF BOARD MEETING:** September 17, 2015

**TITLE:** 2015-16 Payroll Reimbursements for Fremont, Newark, and New Haven Unified School District Employees Teaching and Supporting ROP Classes

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**Background:**

Mission Valley ROP reimburses participating districts for a percentage of their employees' base salaries and benefits for teaching and supporting ROP classes. The reimbursement rates are based on the number of assigned classes and a pro rata share of specified support services.

**Current Status:**

The attached list represents the 2015-16 payroll reimbursement schedules for Fremont, Newark, and New Haven Unified School District employees.

**Recommendation:**

Staff recommends approval of the 2015-16 payroll reimbursement schedules for Fremont, Newark and New Haven Unified School Districts.

Joyce Veasley, 657-1865 x15145	ROP Center	Business Services	Thomas Hanson
<b>Staff/Contact Person</b>	<b>Location</b>	<b>Division</b>	<b>Superintendent</b>

**2015-16 PAYROLL REIMBURSEMENT SCHEDULE  
FOR FREMONT, NEWARK AND NEW HAVEN SCHOOL DISTRICTS**

**FREMONT UNIFIED SCHOOL DISTRICT**

<b>Employee Name</b>	<b>Location</b>	<b>Description</b>	<b>FTE Reimbursement</b>
<u>Instructors:</u>			
Bartholomew-Couts, Thomas	American	Digital Photography	0.80
Burton, Shiloh	Irvington	Digital Photography	0.80
Murray, Tom	Kennedy	Digital Photography	1.00
Silvernale, Zach	Irvington	SHAPE and Sports Psychology	0.40
Total Instructors Fremont			3.00
<u>Career/College Specialist:</u>			
Catherine Castillou	Mission	Career/College Specialist	0.25
Creek, Suzanne	Robertson	Career/College Specialist	0.25
D'Audney, Theresa	American	Career/College Specialist	0.25
Kimmel, Linda	Irvington	Career/College Specialist	0.25
May, Becky	Kennedy	Career/College Specialist	0.25
Wittmer, Michelene	Washington	Career/College Specialist	0.25
Total Career/College Specialist			1.50
Total FTEs Fremont			4.50

**NEW HAVEN UNIFIED SCHOOL DISTRICT**

<b>Employee Name</b>	<b>Location</b>	<b>Description</b>	<b>FTE Reimbursement</b>
Yacco, Richard	Logan	Instructor-TV Broadcast Technology	0.40
Banther, Charmaine	Logan	Instructor	0.40
Hart, Barbara	Logan	Career Technician	0.50
Rojas, Frances	Logan	Administrator	0.10
Total FTEs New Haven			1.40

**NEWARK UNIFIED SCHOOL DISTRICT**

<b>Employee Name</b>	<b>Location</b>	<b>Description</b>	<b>FTE Reimbursement</b>
Holguin, Sally	Newark	Career Technician	0.50
Taylor, Krista	Newark	Administrator	0.10
Total FTEs Newark			0.60





## **Curriculum & Instruction**

# Mission Valley ROP 2015-2016 Courses (High School and Adult)

## C&I #1

*Special Education Marketing*

*\*introduces green technology concepts*

### **Arts, Media, and Entertainment**

*2-D Animation*  
*Computer Animation 1, 2*  
*Digital Imaging 1, 2*  
*Digital Photography 1, 2, 3*  
*Digital Sound Design 1, 2*  
*Digital Storytelling*  
*Digital Video Arts Production 1, 2*  
*Game Design/ Interactive Media Arts*  
*Motion Graphics 1, 2*  
*Multimedia 1, 2*  
*Television Broadcasting 1, 2*  
*Webpage Design*

### **Building and Construction Trades**

*Algebra 2 in Construction 2*  
*Construction Technology 1, 2\**  
*Geometry in Construction*  
*Pre-Cal in Construction*

### **Education, Child Development and Family Services**

*Careers in Education 1, 2*

### **Engineering and Architecture**

*Civil Engineering and Architecture*  
*Introduction to Design*  
*Digital Electronics/ Computer Science & Software Engineering*

### **Finance and Business**

*Business and Professional Development*  
*Business Math/Computer Applications*  
*Computer Applications*

### **Health Science and Medical Technology**

*Anatomy and Physiology*  
*Biotechnology 1*  
*Careers in Biotechnology*  
*Introduction to Biotechnology*  
*Medical and Health Careers*  
*Medical Assisting*  
*Medical Occupations*  
*Nursing Assistant*  
*Personal Fitness Trainer 2 (S.H.A.P.E – PE)*  
*Pharmacy Technology 1, 2*  
*Principles of Biomedical Science/ Human Body Systems*  
*Sports Psychology*  
*Sports Therapy 1, 2 (1-hr. class)*  
*Sports Therapy 1, 2 (2-hr. class)*

### **Hospitality, Tourism, and Recreation**

*Culinary Arts 1, 2\**  
*Event Planning and Catering*  
*Introduction to Culinary Arts*

### **Information and Communication Technologies**

*Computer Support Specialist 1, 2\**  
*Internet Engineer 1, 2\**

### **Marketing, Sales, and Service**

*Business Ownership and Management*  
*Marketing/DECA 1, 2*

### **Public Services**

*Fire Technology 1/2*  
*Emergency Medical Responder (EMR)*  
*Law Enforcement/Homeland Security*

### **Transportation**

*Auto Body Painting and Refinishing 1, 2*  
*Automotive Technology 1, 2\**  
*Automotive Technology/Basic Car Care*



# MISSION VALLEY ROP

## 2015-2016 TEXTBOOK LIST

### C&I #2

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- **Anatomy & Physiology**

*Anatomy & Physiology for Health Professionals: An Interactive Journey, 1<sup>st</sup> Edition, 2006, by Colbert and Ankney*

- **Automotive Technology 1 & 2**

*Modern Automotive Technology, 7<sup>th</sup> Edition, by James Duffy, Goodheart-Willcox Publishing, 2009*  
*The Car Care Book, 3<sup>rd</sup> Edition, by Ron Haefner, Thomson Delmar Learning, 2004*

- **Auto Body Painting/ Refinishing**

*Auto Body Repairing and Refinishing, 9<sup>th</sup> Edition by William K. Toboldt and Terry L. Richardson, Goodheart-Willcox, Publishing 2011*

- **Biotechnology**

*Biotechnology- Science for the New Millennium, 2001, by Ellyn Daugherty*  
*Molecular Biology made simple and fun, by David Clark and Lonnie Russell, Cache River Press*  
*Foundations in Biotechnology (Book and Manual), Energy Concepts Publishing*  
*Career Opportunities in Biotechnology and Drug Development, by Toby Friedman*

- **Business Ownership/ Marketing/ Online Business**

*Marketing Essentials, The DECA Connection, Farese/ Kimbrell/ Woloszyk*  
*Marketing Essentials Text & Workbook, 6th Edition*  
*Entrepreneurship & Small Business Management, 1<sup>st</sup> Edition, Glencoe-McGraw Hill Publishing*  
*Entrepreneurship: Building a Business, Glencoe-McGraw Hill Publishing, 2016*

- **Business and Professional Development & Computer Tech/ Applications**

*School to Career, J.J. Littrel, James Lorenz, Harry Smith, Goodheart-Wilcox, 2014*

- **Careers in Education 1& 2**

*Working with Young Children, Judy Herr*

- **Computer Animation**

*Adobe After Effects CS6 Classroom in a Book, Adobe Press/ Peachpit Press*  
*Lightwave 3D 8 Revealed, Thompson Course Technology*  
*3DS Max 2014 by Kelly L. Murdock Edition 1*  
*The Animators Survivor Kit by Richard Williams*

- **Computer Support Specialist/ Internet Engineering**

*A+ Guide to Managing & Maintaining Your PC, 8<sup>th</sup> Edition, by Jean Andrews*  
*Electricity and Basic Electronics, 8<sup>th</sup> Edition, by Jean Andrews*  
*Digital Multimeter Principles, 4<sup>th</sup> Edition, by Glen A. Mazur*  
*Wireshark Network Analysis: The Official Wireshark Network Analyst Study Guide by Laura Chappell*  
*Practical Packet Analysis: Using Wireshark to Solve Real-World Network Problems by Chris Sanders*

- **Computerized Accounting/ Business Math/ Money Management**  
*Business Math, 15<sup>th</sup> Edition, Thomson Southwest*  
*Activities and Study Guide for Business Math, 15<sup>th</sup> Edition*  
*NEFE High School Financial Planning Student Guide*  
*National Endowment for Financial Education*  
*Marketing Essentials, Marketing Math Workbook, 2<sup>nd</sup> Edition, by Lois Farese*
- **Construction Technology/ Math in Construction**  
*Modern Carpentry, by Willis H. Wagner*  
*Modern Plumbing, by E. Keith Blankenbaker, The Goodheart-Willcox Company, Inc., 2009*  
*Modern Residential Wiring, by Harvey N. Holzman, The Goodheart-Willcox Company, Inc., 2008*  
*Your Role in the Green Environment (Trainee Guide), Contren Learning Series, 2009*  
*Electronic Systems Technician: Level One Trainee Guide, Contren Learning Series, 2009*  
*Core Curriculum: Introductory Crafts Skills (Trainee Guide), Contren Learning Series, 2009*
- **Culinary Arts**  
*The Culinary Professional, Lab Manual and Study Guide, 2009, Goodheart-Willcox Publishing, by John Draz & Christopher Koetke*  
*Hospitality Services: Food and Lodging, by Johnny Sue-Reynolds, Goodheart-Wilcox Publishing*
- **Digital Photography**  
*Adobe Photoshop CS2, CS3, CS4, CS6*  
*Adobe Photoshop CS3: Classroom in a Book, by Adobe Creative Team*  
*Adobe Pro CS3 for Photography: A Professional Image Editors Guide to the Creative Use of Photography for Macintosh and PCs*  
*The Adobe Photoshop Lightroom Book for Photographers, by Scott Kelby*  
*Adobe Flash CS3 Professional Bible, 2007, by Robert Reinhardt and Snow David*  
*Essentials of Photography, Revised 1<sup>st</sup> Edition, by Paul Hayes and Scott Worton*  
*Photo & Digital Imaging, The Goodheart-Willcox Co., by Jack Klasey*  
*Design Basics, 5<sup>th</sup> Edition, by David Lauer, Wadsworth Publishing, 1999*  
*Exploring Color Photography, 5<sup>th</sup> Edition, by Robert Hirsch, Focal Press, 2011*  
*Basic Critical Theory for Photographers, by Ashley la Grange, Focal Press, 2005*  
*The Photographic Eye: Learning to See with a Camera, by Michael O'Brien and Norman Sibley*  
*Photography In Focus, 5th edition, by Jerry Burchfield, Mark Jacobs, & Ken Kokrda NTC Publishing Group, 5th Edition, (1997)*
- **Digital Sound Design**  
*Adobe Soundbooth CS6 Classroom in a Book, Adobe Press/ Peachpit Press*  
*ProTools LE8 Ignite by Andrew Hagerman*
- **Fire Technology**  
*Emergency Medical Responder, by J. David Bergeron*  
*Fundamentals of Firefighter Skills, by James Bartlett*  
*Pumping Apparatus Driver/ Engineer Handbook, 2<sup>nd</sup> Edition, International Fire Service Training Association*  
*American Heart Association Cardio Pulmonary Resuscitation Handbook*
- **Game Design/ Interactive Media Arts**  
*Unreal Game Development, AK Peters, by Ashish Amresh and Alex Okita, 2010*

- **Law Enforcement /Homeland Security (Administration of Justice)**  
*Policing America: Methods, Issues, Challenges, 6<sup>th</sup> Edition, by Kenneth Peak*  
*Report Writing for Criminal Justice Professionals, Miller and Whitehead, Anderson Publishing, 5<sup>th</sup> Edition*
- **Marketing (Special Education)**  
*61 Cooperative Learning Activities for Business Classes*  
*The ABC's of Financial Literacy (ANG Newspaper and Summit Bank Foundation)*  
*High School Financial Planning Program Workbook*  
*School Store Operations (DECA)*
- **Medical Assisting**  
*"The Medical Assistant, Administrative and Clinical", 9<sup>th</sup> Edition*  
*Medical Terminology for Health Professionals, 4<sup>th</sup> Edition*  
*American Heart Association Cardio Pulmonary Resuscitation Handbook*
- **Medical and Health Careers**  
*Introduction to Health Occupations, 6<sup>th</sup> Edition, Prentice Hall, 2003*
- **Medical Occupations**  
*Diversified Health Occupations, 7th Edition*  
*Diversified Health Occupations Workbook, 7th Edition*  
*American Heart Association Cardio Pulmonary Resuscitation Handbook*
- **Motion Graphics**  
*Adobe InDesign CS6 Classroom in a Book, Adobe/Peachpit Press*  
*Adobe Photoshop CS6 Classroom in a Book, Adobe/Peachpit Press*  
*Adobe Illustrator CS6 Classroom in a Book, Adobe/Peachpit Press*  
*Adobe Flash CS6 Classroom in a Book, Youngjin Singapore*
- **Nursing Assistant Program/ HHA (Home Health Aide)**  
*Nursing Assistant Care: Long Term Care and Home Health , Hartman Publishing Inc.*  
*Taber Medical Dictionary*  
*American Heart Association Cardio Pulmonary Resuscitation Handbook*  
*American Red Cross Review for Competency Examination Text*
- **Pharmacy Technology (High School/ Adult)**  
*Sterile Products, 2<sup>nd</sup> Edition, by Mike Johnson*  
*Dosage Calculations, 8<sup>th</sup> Edition, by Pickar/Pickar-Abernethy*  
*American Heart Association Cardio Pulmonary Resuscitation Handbook*  
*Lab for Pharmacy Technology, by Jason Sparks*  
*Taber Medical Dictionary*  
*The PILL BOOK, 13<sup>th</sup> Edition*
- **SHAPE (Sports, Health, Athletics, Physical Education) Program**  
*Health Care Technology, by Kathryn A. Booth*
- **Sports Therapy**  
*Principles of Athletic Training, 15<sup>th</sup> Edition, by William Prentice*  
*American Heart Association Cardio Pulmonary Resuscitation Handbook*

*Body Structures & Functions, 11<sup>th</sup> Edition, by Ann Senisi Scott and Elizabeth Fong*

- **Video and Broadcast Production (EMP Electronic Media Production)**  
*Television Production: A Classroom Approach, 2<sup>nd</sup> Edition, Libraries Unlimited,*  
*by Keith Kyker and Christopher Curchy*  
*Video Communication and Production, 1<sup>st</sup> Edition, The Goodheart-Wilcox Co., Jim Stinson*





## **Employment & Personnel**

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

**AGENDA ITEM**

\_\_\_\_\_ Information

**Date: September 17, 2015**

\_\_\_\_\_ **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: *Employment.*

**Cliff Adams-Hart  
Staff Contact**

**ROP Center  
Location**

**Administration  
Division**

**Thomas Hanson  
Superintendent**

**ECL 2**

CONSENT ITEMS  
MISSION VALLEY ROP

Certificated Personnel

NAME	FTE	6HR/ 7HR	DEPARTMENT	OTHER
Hector Albizo	1	6 hr	Information Technology	
Daniel Amaral	1	6 hr	Transportation Technology	Additional .5 hour per day paid at instructional hourly rate
Irene Brucker	1	6 hr	Health Science and Medical Technology	Additional .5 hour per day paid at instructional hourly rate
Steve Bui	1	6 hr	Industrial Technology	
Catherine Cecil-Hunter	.8	6 hr	Marketing, Sales, and Service	
John Cimino	1	7 hr	Transportation Technology	
Michelle Cimino	1	6 hr	Health Science and Medical Technology	
Karin Cornils	1	6 hr	Information Technology	Additional .5 hours per day paid at instructional hourly rate
Jay Crawford	.4	6 hr	Public Services	
Walter Cruz Pivaral	1	6 hr	Arts, Media, and Entertainment	
Clint DiClementi	1	7 hr	Arts, Media, and Entertainment	
Anthony Dimaano	1	6 hr	Arts, Media, and Entertainment	
Bruce Farnsworth	1	7 hr	Arts, Media, and Entertainment	
Masiha Farooq	.8	6 hr	Health Science and Medical Technology	
Ngan Ha	.8	6 hr	Health Science and Medical Technology	
Cynthia Hurst	1	6 hr	Finance and Business	
Salvador Jacquez	.64	6 hr	Public Services	Shared Assignment
Herve LeBiavant	1	7 hr	Hospitality, Tourism, and Recreation	
Lehua Lee	1	7 hr	Health Science and Medical Technology	Additional 1 hour per day paid at instructional hourly rate
Raymond McDonell	1	7 hr	Arts, Media, and Entertainment	
Ebadut Mohamed	1	6 hr	Transportation Technology	
Marianne Moschetti	1	6 hr	Hospitality, Tourism, and Recreation	
Doug Nahale	1	6 hr	Transportation Technology	
Shaleah Nelson	1	6 hr	Hospitality, Tourism, and Recreation	
Jacqueline Rosen	1	6 hr	Hospitality, Tourism, and Recreation	
Jonathan Sabangan	1	7 hr	Marketing, Sales, and Service	
Salvador Sandoval	.2	6 hr	Public Services	
Janay Shepherd	1	7 hr	Marketing, Sales, and Service	
Christopher Skrocke	1	7 hr	Hospitality, Tourism, and Recreation	
Dhana Uppula	1	6 hr	Health Science and Medical Technology	
Mimi Van Kirk	1	6 hr	Engineering and Design Industry	
Tom Waters	.6	6 hr	Industrial Technology	

**Hourly**

<b>NAME</b>	<b>HOURS</b>	<b>SUBJECT</b>	<b>EFFECTIVE DATE</b>	<b>OTHER</b>
Steve Cortez	Varies	Substitute	8/26/15	
Curtis Denisar	Varies	Substitute	8/26/15	
Bernadette Eichensehr	4.8 hrs/day - 2 days/week	Public Services	8/18/15	Shared Assignment
Ngan Ha	Varies	Pharmacy Technology	8/26/15	Based on fee based adult schedule
Brandon Hayward	Varies	Law Enforcement	8/18/15	Shared Assignment
Paul Hughes	Varies	Substitute	8/26/15	
Shubhangi Kulkarni	Varies	Substitute	8/26/15	
Lois Pilley	Varies	Substitute	8/26/15	
Lisa Rose	Varies	Substitute	8/26/15	
Stan Rodrigues	Varies	Law Enforcement	8/18/15	Shared Assignment
Larry Tehero	Varies	Substitute	8/26/15	

(con1sept15.16)

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

**AGENDA ITEM**

\_\_\_\_\_ Information

**Date: September 17, 2015**

\_\_\_\_\_ **X** \_\_\_\_\_ Action

**Title: REPORT OF CLASSIFIED PERSONNEL ACTIONS**

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**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: *Retirement.*

**Joyce Veasley  
Staff Contact**

**ROP Center  
Location**

**Administration  
Division**

**Thomas Hanson  
Superintendent**

**ECL 1**

CONSENT ITEMS  
MISSION VALLEY ROP

Classified Personnel

**Retirement**

NAME	POSITION	HOURS	SUPERVISOR	EFFECTIVE DATE	OTHER
Philip Subasa	Information Technology Manager	40 hrs/wk	Thomas Hanson	9/1/15	

(con2Sept15.16)





**End of Consent**



## **Business and Finance**



## **Business and Finance #1**

X   Information  
      Action  
      Presentation

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

**AGENDA ITEM  
Business & Finance #1**

**DATE OF BOARD MEETING:** September 17, 2015

**TITLE:** Review MVROP Fiscal Update

---

**Background:**

The State Budget for 2015-16 included significant gains for K-12 school districts. Although the mandated maintenance of effort requirement for ROC/P's has expired, the Governor's 2015-16 budget outlined a new Career Technical Education Incentive grant program (SB148). Funds for this program were increased from the January Preliminary Budget and the June, 2015 Adopted Budget. This program is intended to accelerate the development of new and expanded high-quality CTE programs during the next three years and provide opportunities for program growth. The program provides one-time Proposition 98 funding in the amounts of \$400 million (2015-16), \$300 million (2016-17), and \$200 million (2017-18) through competitive grants in three sizes based on ADA. The program includes higher weighting of applicants who establish new programs, serve low-income, English-learner, or foster youth students, have a high drop-out rate, or are located in areas with high unemployment rates. It is anticipated that applications for this program will be available in late September or October, 2015.

**Current Status:**

The Governor signed the 2015-16 State Budget on June 24, 2015. There were no significant changes effecting Mission Valley ROP. Although maintenance of effort (MOE) is no longer mandated, JPA Districts have agreed to continue funding MVROP through 2016-17.

**Recommendation:**

None

Joyce Veasley, 657-1865 X15145	ROP Center	Business Services	Thomas Hanson
<b>Staff/Contact Person</b>	<b>Location</b>	<b>Division</b>	<b>Superintendent</b>



## **Business and Finance #2**

\_\_\_\_\_ Information  
\_\_X\_\_ Action  
\_\_\_\_\_ Presentation

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

**AGENDA ITEM  
Business and Finance #2**

**DATE OF BOARD MEETING:** September 17, 2015

**TITLE:** Receive report on Fiscal Year 2014/15 Unaudited Actuals

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**Background:**

Year-end closing has been completed for fiscal year 2014/2015. A summary of income and expenditures for 2013/2014 is attached.

**Current Status:**

Review and approve unaudited actuals for 2014/2015.

Joyce Veasley, 657-1865 X15145	ROP Center	Business Services	Thomas Hanson
<b>Staff/Contact Person</b>	<b>Location</b>	<b>Division</b>	<b>Superintendent</b>



# MISSION VALLEY ROP 2014-15 UNAUDITED ACTUALS YEAR END FINANCIAL REPORT

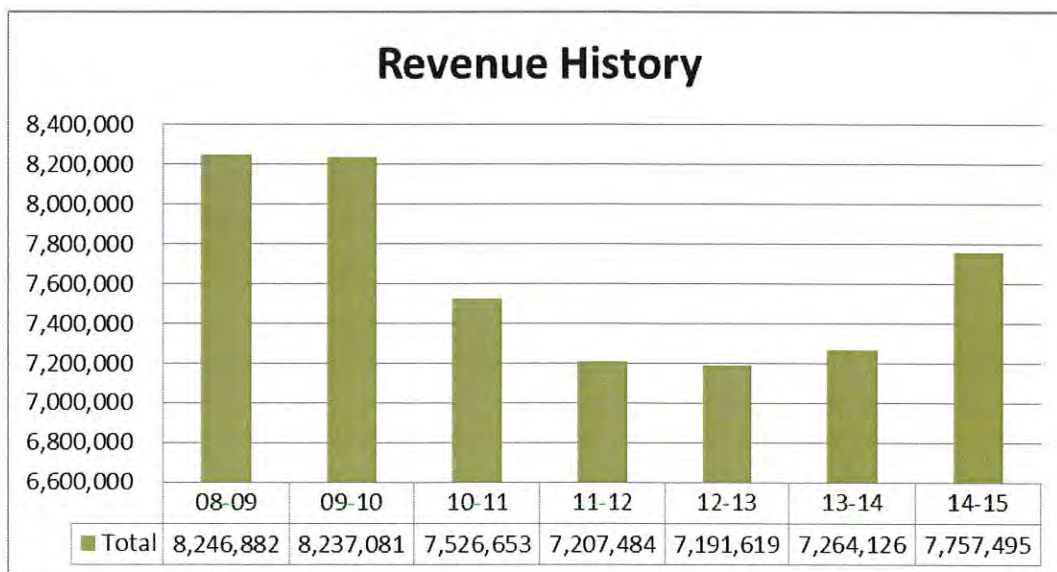
The Unaudited Actuals is the end of the year financial report. The following report summarizes actual revenues and expenditures for fiscal year 2014-15.

## I. REVENUES

Total revenues received for 2014-15 was \$7,757,495. This is \$908,028 (11.7%) less than revenues projected in the 2015-16 Adopted Budget.

14-15 Unaudited Actuals	15-16 Adopted Budget	Difference	% Change
0	0	0	0.0%
16,250	30,000	13,750	84.6%
17,966	20,000	2,034	11.3%
19,598	0	(19,598)	-100.0%
101,037	0	(101,037)	-100.0%
7,602,644	6,799,467	(803,177)	-10.6%
7,757,495	6,849,467	(908,028)	-11.7%

## A. REVENUE HISTORY 2008-09 thru 2014-2015



<b>Revenue History</b>	<b>08-09</b>	<b>09-10</b>	<b>10-11</b>	<b>11-12</b>	<b>12-13</b>	<b>13-14</b>	<b>14-15</b>
Voc Ed/Carl Perkins	22,358	16,613	0	0	0	0	0
CalWORKS	59,266	0	231,622	0	129	0	0
Staff Development	17,754	16,766	16,773	16,768	16,767	0	0
DSP	133,384	68,175	65,420	20,275	27,870	8,750	16,250
Interest	112,985	28,354	21,111	16,886	13,236	14,020	17,966
Fees, Grants, Donations	577,063	639,750	433,499	296,835	72,160	100,280	19,598
Lottery	322,099	336,124	346,790	390,340	398,027	433,452	101,037
Revenue Limit	7,001,973	7,131,299	6,411,438	6,466,380	6,663,430	6,707,624	7,602,644
Total	8,246,882	8,237,081	7,526,653	7,207,484	7,191,619	7,264,126	7,757,495

## **II. ADA**

Mission Valley ROP reported an annual ADA of 1243.03 which was about 75 less than last year. Adult ADA was 4.0 which represent .3% of total ADA. High School ADA was 1238.98 which represented 99% of total ADA. Fremont generated 61.73% of the total ADA, Newark 19.85%, and New Haven 18.42%.

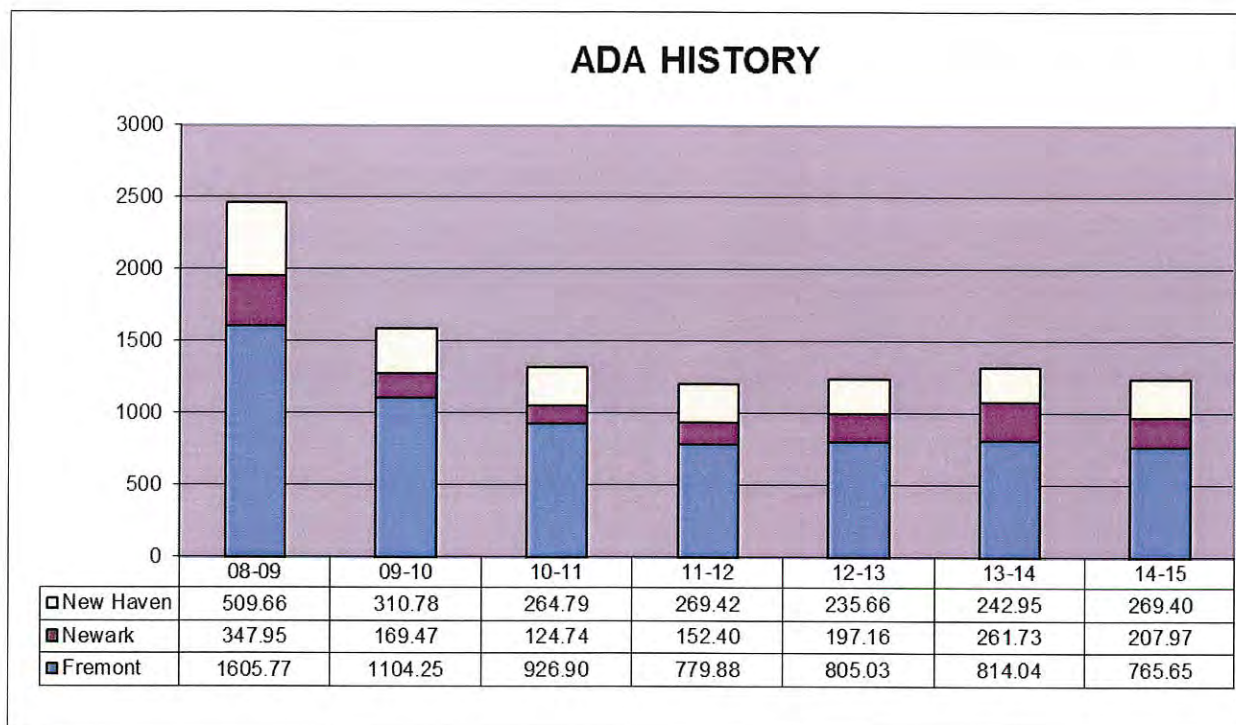
### **A. 2014-15 ADA**

	<b>14-15</b>	<b>% Share</b>	<b>13-14 Share</b>
Fremont	765.65	61.60%	61.73%
Newark	207.97	16.73%	19.85%
New Haven	269.40	21.67%	18.42%
Totals	1,243.02	100.00%	100.00%

### **B. ADA HISTORY 2007-08 to 2013-14**

	<b>08-09</b>	<b>09-10</b>	<b>10-11</b>	<b>11-12</b>	<b>12-13</b>	<b>13-14</b>	<b>14-15</b>
Fremont							
Newark	1605.77	1104.25	926.90	779.88	805.03	814.04	765.65
New Haven	347.95	169.47	124.74	152.40	197.16	261.73	207.97
Totals	509.66	310.78	264.79	269.42	235.66	242.95	269.40
	2463.38	1584.5	1316.43	1201.70	1237.85	1318.72	1,243.02

	<b>08-09</b>	<b>09-10</b>	
Fremont	24.09	0.49	-23.60
Newark	7.06	0.21	-6.85
New Haven	8.95	0.00	-8.95
Totals	40.10	0.70	-39.40

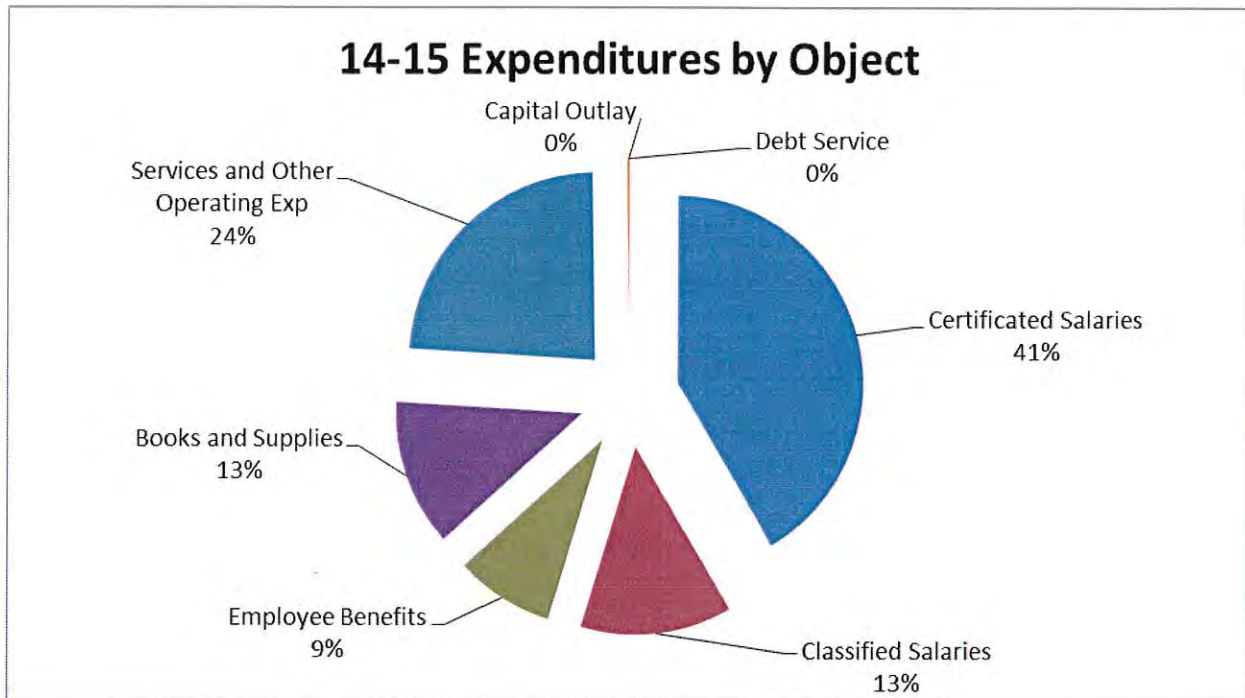


### **III. EXPENDITURES**

Total expenditures for the 2014-15 fiscal year were \$7,062,790. This is \$88,276 less than the 2015-16 budget. Mission Valley ROP spent 72% of its budget on instructional and student services. Salaries and benefits represent 69% of total expenditures.

#### **A. 2014-15 UNAUDITED ACTUALS COMPARED TO 2015-16 ADOPTED BUDGET**

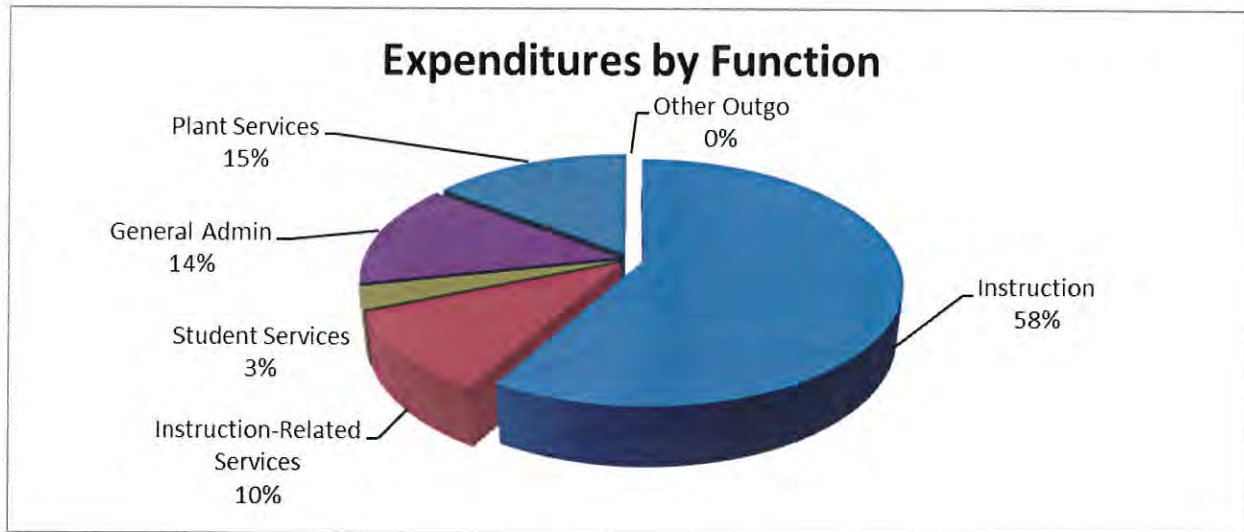
<b>Expenditures By Object</b>	<b>14-15 Unaudited Actuals</b>	<b>15-16 Adopted Budget</b>	<b>Difference</b>	<b>% Difference</b>
Certificated Salaries	2,932,300	3,125,738	193,439	6.6%
Classified Salaries	932,071	993,514	61,443	6.6%
Employee Benefits	606,236	757,304	151,068	24.9%
Books and Supplies	896,124	421,137	(474,987)	-53.0%
Services and Other Operating Exp	1,678,186	1,741,833	63,647	3.8%
Capital Outlay	17,874	111,540	93,666	524.0%
Debt Service	-	-	-	0.0%
<b>Totals</b>	<b>7,062,790</b>	<b>7,151,066</b>	<b>88,276</b>	<b>1.2%</b>



## B. EXPENDITURES BY FUNCTION

Expenditures By Function	Amount	%
Instruction	4,108,647	58%
Instruction-Related Services	742,827	11%
Student Services	203,623	3%
General Admin	967,016	14%
Plant Services	1,040,677	15%
Other Outgo	-	
Total	<u>7,062,790</u>	100%





#### IV. BALANCE - REVENUES LESS EXPENDITURES

Surplus: Revenues exceed Expenditures by \$404,374.

Revenues	7,757,495
Expenditures	<u>7,062,790</u>
Balance	<u>694,705</u>

#### IV. RESERVES/FUND BALANCE

The ending fund balance for 2014-15 is \$7,966,891, an increase of \$523,919 from last year.

The Reserve for Economic Uncertainties is 32% of expenditures which is above the minimum required amount of 3%. The components of the ending balance are as follows:

#### A. 2014-15 UNDAUDITED ACTUALS COMPARED TO 2015-16 ADOPTED BUDGET

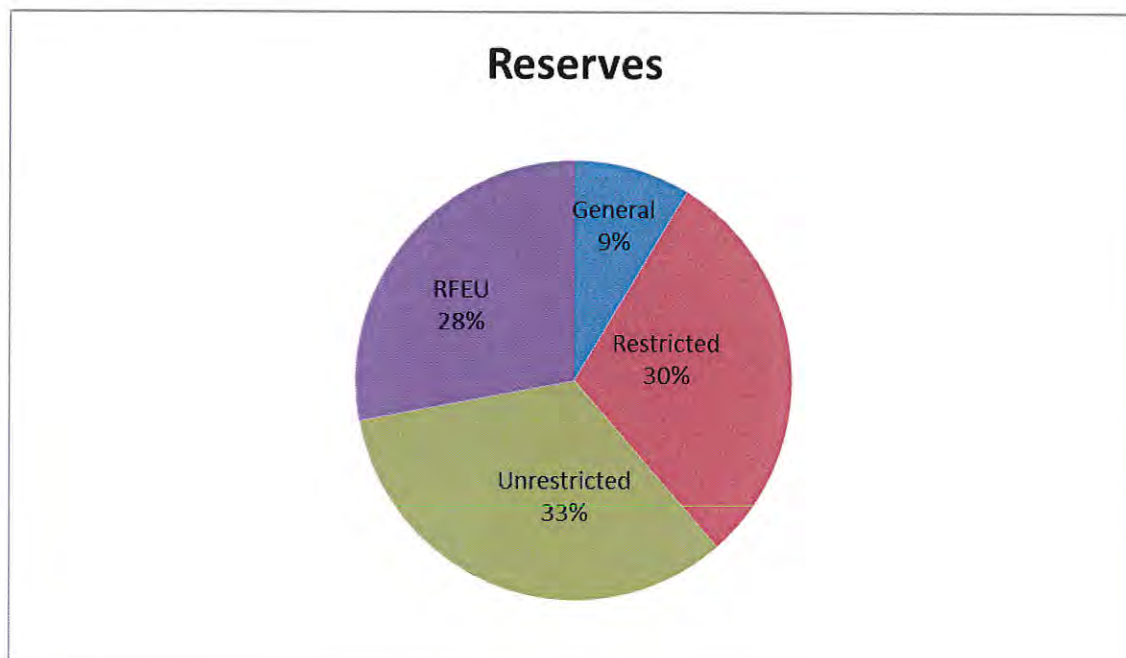
<u>Fund Balance/Reserves</u>	<u>14-15 Unaudited Actuals</u>	<u>15-16 Adopted Budget</u>	<u>Difference</u>	<u>% Difference</u>
Restricted:				
Prop 1D, Contingency	200,000	200,000	-	0.00%
Equipment Replacement	703,000	703,000	-	0.00%
Building Repairs and Improvements	762,000	762,000	-	0.00%
Lottery Unrestricted – Carryover	224,287	279,598	55,311	24.66%
Lottery Prop 20–Carryover	161,378	161,378	-	0.00%
DSP –Carryover	118,093	118,093	-	0.00%
PLTW Grant Carryover	31,775	-	(31,775)	-100.00%
Retiree Benefits	160,000	160,000	-	0.00%
Prepaid Expenditures	22,200	-	(22,200)	-100.00%

Revolving Cash	7,500	7,500	-	0.00%
Total Restricted	2,390,233	2,391,569	1,336	
Unrestricted:				
Excess Property Tax Carryover	2,662,254	1,577,254	(1,085,000)	-40.75%
Total Unrestricted	2,662,254	1,577,254	(1,085,000)	
General Reserve	686,000	786,000	100,000	14.58%
Reserve for Economic Uncertainties*	2,228,404	2,951,875	723,471	32.47%
Total Ending Balance	7,966,891	7,706,698	(260,193)	-3.27%

\*Reserve for Economic  
Uncertainties

31.55% 41.28%

General	686,000	8.61%
Restricted	2,390,233	30.00%
Unrestricted	2,662,254	33.42%
RFEU	2,228,404	27.97%
	7,966,891	100.00%



G = General Ledger Data; S = Supplemental Data

Form	Description	Data Supplied For:	
		2014-15 Unaudited Actuals	2015-16 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	
CA	Unaudited Actuals Certification	S	
CAT	Schedule for Categoricals	S	
CHG	Change Order Form		
DEBT	Schedule of Long-Term Liabilities	S	
ICR	Indirect Cost Rate Worksheet	GS	
PCRAF	Program Cost Report Schedule of Allocation Factors	G	
PCR	Program Cost Report	GS	
SEA	Special Education Revenue Allocations		
SEAS	Special Education Revenue Allocations Setup (SELPA Selection)		
SIAA	Summary of Interfund Activities - Actuals		



UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

2014-15 UNAUDITED ACTUAL FINANCIAL REPORT. This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the JPA pursuant to Education Code sections 41023 and 42100.

Signed \_\_\_\_\_  
Clerk/Secretary of the JPA Governing Board  
(Original signature required)

Date of Meeting: Sep 17, 2015

To the Superintendent of Public Instruction:

2014-15 UNAUDITED ACTUAL FINANCIAL REPORT. This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code sections 41023 and 42100.

Signed \_\_\_\_\_  
County Superintendent/Designee  
(Original signature required)

Date: \_\_\_\_\_

For additional information on the unaudited actual reports, please contact:

For County Office of Education:

Jeff Potter  
Name  
Executive Director, Business Advisory Svcs  
Title  
510-670-4277  
Telephone  
jpotter@acoe.org  
E-mail Address

For JPA:

Joyce Veasley  
Name  
Director of Business Services  
Title  
510-492-5145  
Telephone  
jveasley@mvrop.org  
E-mail Address

REQUEST FOR AN APPROVED INDIRECT COST RATE:

JPA's do not receive an approved indirect cost rate unless specifically requested.

( N ) Do you want an approved indirect cost rate for use with 2016-17 programs? (Yes/No)

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>A. REVENUES</b>					
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	16,250.00	30,000.00	84.6%
4) Other Local Revenue		8600-8799	7,622,242.06	6,799,467.00	-10.8%
5) TOTAL, REVENUES			7,638,492.06	6,829,467.00	-10.6%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	2,932,299.50	3,125,738.00	6.6%
2) Classified Salaries		2000-2999	932,071.30	993,514.00	6.6%
3) Employee Benefits		3000-3999	606,236.29	757,304.24	24.9%
4) Books and Supplies		4000-4999	896,123.82	421,137.00	-53.0%
5) Services and Other Operating Expenditures		5000-5999	1,678,185.72	1,741,833.00	3.8%
6) Capital Outlay		6000-6999	17,873.31	111,540.00	524.1%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			7,062,789.94	7,151,066.24	1.2%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			575,702.12	(321,599.24)	-155.9%
<b>D. OTHER FINANCING SOURCES/USES</b>					
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			575,702.12	(321,599.24)	-155.9%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	7,442,971.74	8,018,673.86	7.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			7,442,971.74	8,018,673.86	7.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			7,442,971.74	8,018,673.86	7.7%
2) Ending Balance, June 30 (E + F1e)			8,018,673.86	7,697,074.62	-4.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	7,500.00	0.00	-100.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	22,200.00	0.00	-100.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	363,029.05	383,659.27	5.7%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	5,397,540.68	4,361,540.68	-19.2%
Equipment Reserves	0000	9780	703,000.00		
Building Repairs and Improvements	0000	9780	762,000.00		
Prop 1D Contingencies	0000	9780	200,000.00		
Retiree Benefits (OPEB)	0000	9780	160,000.00		
General Reserve	0000	9780	686,000.00		
Excess Property Tax Carryover	0000	9780	2,662,254.00		
Lottery carryover, unrestricted	1100	9780	224,286.68		
Equipment Reserves	0000	9780		703,000.00	
Building Repairs and Improvements	0000	9780		762,000.00	
Prop 1D Contingencies	0000	9780		200,000.00	
Retiree Benefits (OPEB)	0000	9780		160,000.00	
General Reserve	0000	9780		735,000.00	
Excess Property Tax Carryover	0000	9780		1,577,254.00	
Lottery, Unrestricted	1100	9780		224,286.68	
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	2,228,404.13	2,951,874.67	32.5%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	6,898,462.30		
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	445.07		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	26,574.46		
4) Due from Grantor Government		9290	1,247,377.58		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	22,200.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			8,202,559.41		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	183,885.55		
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			183,885.55		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			8,018,673.86		

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>FEDERAL REVENUE</b>					
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	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%
<b>OTHER STATE REVENUE</b>					
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	16,250.00	30,000.00	84.6%
TOTAL, OTHER STATE REVENUE			16,250.00	30,000.00	84.6%
<b>OTHER LOCAL REVENUE</b>					
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	17,965.87	20,000.00	11.3%
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	44,990.00	42,000.00	-6.6%
Other Local Revenue					
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.0%
All Other Local Revenue		8699	43,979.57	0.00	-100.0%
Tuition		8710	0.00	0.00	0.0%
All Other Transfers In		8781-8783	7,515,306.62	6,737,467.00	-10.4%
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			7,622,242.06	6,799,467.00	-10.8%
TOTAL, REVENUES			7,638,492.06	6,829,467.00	-10.6%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>CERTIFICATED SALARIES</b>					
Certificated Teachers' Salaries		1100	2,385,684.38	2,598,528.00	8.9%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	544,615.12	527,210.00	-3.2%
Other Certificated Salaries		1900	2,000.00	0.00	-100.0%
TOTAL, CERTIFICATED SALARIES			2,932,299.50	3,125,738.00	6.6%
<b>CLASSIFIED SALARIES</b>					
Classified Instructional Salaries		2100	30,232.18	40,394.00	33.6%
Classified Support Salaries		2200	168,861.48	198,796.00	17.7%
Classified Supervisors' and Administrators' Salaries		2300	314,049.67	288,890.00	-8.0%
Clerical, Technical and Office Salaries		2400	396,921.07	437,934.00	10.3%
Other Classified Salaries		2900	22,006.90	27,500.00	25.0%
TOTAL, CLASSIFIED SALARIES			932,071.30	993,514.00	6.6%
<b>EMPLOYEE BENEFITS</b>					
STRS		3101-3102	250,240.04	335,391.70	34.0%
PERS		3201-3202	103,319.84	116,043.02	12.3%
OASDI/Medicare/Alternative		3301-3302	109,060.60	121,327.04	11.2%
Health and Welfare Benefits		3401-3402	33,588.76	0.00	-100.0%
Unemployment Insurance		3501-3502	1,932.85	2,059.62	6.6%
Workers' Compensation		3601-3602	79,531.00	120,282.14	51.2%
OPEB, Allocated		3701-3702	28,437.73	62,200.72	118.7%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	125.47	0.00	-100.0%
TOTAL, EMPLOYEE BENEFITS			606,236.29	757,304.24	24.9%
<b>BOOKS AND SUPPLIES</b>					
Approved Textbooks and Core Curricula Materials		4100	26,056.89	19,085.00	-26.8%
Books and Other Reference Materials		4200	350.73	3,352.00	855.7%
Materials and Supplies		4300	486,752.71	332,440.00	-31.7%
Noncapitalized Equipment		4400	382,963.49	66,260.00	-82.7%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			896,123.82	421,137.00	-53.0%



Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	46,276.61	49,700.00	7.4%
Dues and Memberships		5300	7,523.41	8,325.00	10.7%
Insurance		5400-5450	50,762.00	52,114.00	2.7%
Operations and Housekeeping Services		5500	181,582.96	149,850.00	-17.5%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	671,278.19	646,140.00	-3.7%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	705,294.06	817,242.00	15.9%
Communications		5900	15,468.49	18,462.00	19.4%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>1,678,185.72</b>	<b>1,741,833.00</b>	<b>3.8%</b>
<b>CAPITAL OUTLAY</b>					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	12,233.77	85,000.00	594.8%
Equipment		6400	5,639.54	26,540.00	370.6%
Equipment Replacement		6500	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>17,873.31</b>	<b>111,540.00</b>	<b>524.1%</b>

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>					
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	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%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>					
Transfers of Indirect Costs		7310	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENDITURES			7,062,789.94	7,151,066.24	1.2%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
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%
<b>INTERFUND TRANSFERS OUT</b>					
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%
<b>OTHER SOURCES/USES</b>					
<b>SOURCES</b>					
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%
<b>USES</b>					
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>					
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>A. REVENUES</b>					
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	16,250.00	30,000.00	84.6%
4) Other Local Revenue		8600-8799	7,622,242.06	6,799,467.00	-10.8%
5) TOTAL, REVENUES			7,638,492.06	6,829,467.00	-10.6%
<b>B. EXPENDITURES (Objects 1000-7999)</b>					
1) Instruction	1000-1999		4,108,647.43	4,128,073.73	0.5%
2) Instruction - Related Services	2000-2999		742,826.70	950,318.59	27.9%
3) Pupil Services	3000-3999		203,622.55	206,327.36	1.3%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		967,016.10	956,510.94	-1.1%
8) Plant Services	8000-8999		1,040,677.16	909,835.62	-12.6%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			7,062,789.94	7,151,066.24	1.2%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)</b>			575,702.12	(321,599.24)	-155.9%
<b>D. OTHER FINANCING SOURCES/USES</b>					
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			575,702.12	(321,599.24)	-155.9%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	7,442,971.74	8,018,673.86	7.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			7,442,971.74	8,018,673.86	7.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			7,442,971.74	8,018,673.86	7.7%
2) Ending Balance, June 30 (E + F1e)			8,018,673.86	7,697,074.62	-4.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	7,500.00	0.00	-100.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	22,200.00	0.00	-100.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	363,029.05	383,659.27	5.7%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	5,397,540.68	4,361,540.68	-19.2%
Equipment Reserves	0000	9780	703,000.00		
Building Repairs and Improvements	0000	9780	762,000.00		
Prop 1D Contingencies	0000	9780	200,000.00		
Retiree Benefits (OPEB)	0000	9780	160,000.00		
General Reserve	0000	9780	686,000.00		
Excess Property Tax Carryover	0000	9780	2,662,254.00		
Lottery carryover, unrestricted	1100	9780	224,286.68		
Equipment Reserves	0000	9780		703,000.00	
Building Repairs and Improvements	0000	9780		762,000.00	
Prop 1D Contingencies	0000	9780		200,000.00	
Retiree Benefits (OPEB)	0000	9780		160,000.00	
General Reserve	0000	9780		735,000.00	
Excess Property Tax Carryover	0000	9780		1,577,254.00	
Lottery, Unrestricted	1100	9780		224,286.68	
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	2,228,404.13	2,951,874.67	32.5%

Resource	Description	2014-15	2015-16
		Unaudited Actuals	Budget
6300	Lottery: Instructional Materials	232,496.14	232,496.14
6355	ROCP: Direct Support Professional Training Program	110,934.81	109,365.03
9010	Other Restricted Local	19,598.10	41,798.10
Total, Restricted Balance		363,029.05	383,659.27

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>A. REVENUES</b>					
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	3.49	0.00	-100.0%
5) TOTAL, REVENUES			3.49	0.00	-100.0%
<b>B. EXPENDITURES</b>					
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%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			3.49	0.00	-100.0%
<b>D. OTHER FINANCING SOURCES/USES</b>					
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			3.49	0.00	-100.0%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,181.85	1,185.34	0.3%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,181.85	1,185.34	0.3%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,181.85	1,185.34	0.3%
2) Ending Balance, June 30 (E + F1e)			1,185.34	1,185.34	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	1,185.34	0.00	-100.0%
Prop ID carryover	0000	9780	1,185.34		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	1,185.34	New

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	1,184.60		
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	0.74		
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			1,185.34		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
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		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			1,185.34		

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>FEDERAL REVENUE</b>					
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>					
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%
<b>OTHER LOCAL REVENUE</b>					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	3.49	0.00	-100.0%
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			3.49	0.00	-100.0%
TOTAL, REVENUES			3.49	0.00	-100.0%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>CLASSIFIED SALARIES</b>					
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%
<b>EMPLOYEE BENEFITS</b>					
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%
<b>BOOKS AND SUPPLIES</b>					
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>					
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%
<b>CAPITAL OUTLAY</b>					
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%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>					
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
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%
<b>INTERFUND TRANSFERS OUT</b>					
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>OTHER SOURCES/USES</b>					
<b>SOURCES</b>					
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%
<b>CONTRIBUTIONS</b>					
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%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c + e)			0.00	0.00	0.0%



Description	Function Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>A. REVENUES</b>					
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	3.49	0.00	-100.0%
5) TOTAL, REVENUES			3.49	0.00	-100.0%
<b>B. EXPENDITURES (Objects 1000-7999)</b>					
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%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)</b>			3.49	0.00	-100.0%
<b>D. OTHER FINANCING SOURCES/USES</b>					
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			3.49	0.00	-100.0%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,181.85	1,185.34	0.3%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,181.85	1,185.34	0.3%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,181.85	1,185.34	0.3%
2) Ending Balance, June 30 (E + F1e)			1,185.34	1,185.34	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	1,185.34	0.00	-100.0%
Prop ID carryover	0000	9780	1,185.34		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	1,185.34	New

Resource	Description	2014-15	2015-16
		Unaudited 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
<b>Governmental Activities:</b>						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress	4,786,253.00		4,786,253.00	12,238.00		4,798,491.00
Total capital assets not being depreciated	4,786,253.00	0.00	4,786,253.00	12,238.00	0.00	4,798,491.00
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings	711,147.00		711,147.00			711,147.00
Equipment	576,589.00		576,589.00	5,640.00		582,229.00
Total capital assets being depreciated	1,287,736.00	0.00	1,287,736.00	5,640.00	0.00	1,293,376.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings	(461,067.00)	(5,816.00)	(466,883.00)			(466,883.00)
Equipment	(340,610.00)	(8,555.00)	(349,165.00)			(349,165.00)
Total accumulated depreciation	(801,677.00)	(14,371.00)	(816,048.00)	0.00	0.00	(816,048.00)
Total capital assets being depreciated, net	486,059.00	(14,371.00)	471,688.00	5,640.00	0.00	477,328.00
Governmental activity capital assets, net	5,272,312.00	(14,371.00)	5,257,941.00	17,878.00	0.00	5,275,819.00
<b>Business-Type Activities:</b>						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total capital assets being depreciated	0.00	0.00	0.00	0.00	0.00	0.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total accumulated depreciation	0.00	0.00	0.00	0.00	0.00	0.00
Total capital assets being depreciated, net	0.00	0.00	0.00	0.00	0.00	0.00
Business-type activity capital assets, net	0.00	0.00	0.00	0.00	0.00	0.00

Unaudited Actuals  
2014-15 Unaudited Actuals  
Schedule of Long-Term Liabilities

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30	Amounts Due Within One Year
<b>Governmental Activities:</b>							
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	7,245.00		7,245.00		3,362.00	3,883.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability			0.00			0.00	
Net OPEB Obligation	183,204.00	15,575.00	198,779.00	41,917.00	28,438.00	212,258.00	
Compensated Absences Payable	109,427.00		109,427.00		18,951.00	90,476.00	
Governmental activities long-term liabilities	299,876.00	15,575.00	315,451.00	41,917.00	50,751.00	306,617.00	0.00
<b>Business-Type Activities:</b>							
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 Pension Liability			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) 318,593.01
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) 4,123,576.35

**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) 7.73%

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

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

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

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

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

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

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

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



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

**A. Indirect Costs**

1. Other General Administration, less portion charged to restricted resources or specific goals (Functions 7200-7600, objects 1000-5999, minus Line B9)	311,238.62
2. Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	178,900.32
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)	56,163.70
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)	21,636.38
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)	567,939.02
9. Carry-Forward Adjustment (Part IV, Line F)	0.00
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	567,939.02

**B. Base Costs**

1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	4,103,007.89
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	863,626.70
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 5100)	203,622.55
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)	356,077.16
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)	670,404.25
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)	258,265.06
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)	6,455,003.61

**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)

8.80%

**D. Preliminary Proposed Indirect Cost Rate**

(For final approved fixed-with-carry-forward rate for use in 2016-17 see [www.cde.ca.gov/fg/ac/ic/](http://www.cde.ca.gov/fg/ac/ic/))  
(Line A10 divided by Line B18)

8.80%



**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)** 567,939.02

**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

Unaudited Actuals  
FINANCIAL REPORTS  
2014-15 Unaudited Actuals  
Summary of Unaudited Actual Data Submission

Following is a summary of the critical data elements contained in your unaudited actual data. Since these data may have fiscal implications for your agency, please verify their accuracy before filing your unaudited actual financial reports.

Form	Description	Value
ICR	Preliminary Proposed Indirect Cost Rate Fixed-with-carry-forward indirect cost rate for use in 2016-17, subject to CDE approval (applicable only if an approved indirect cost rate has been requested).	8.80%

Unaudited Actuals  
2014-15  
General Fund and Charter Schools Funds  
Program Cost Report

Goal	Program/Activity	Direct Costs			Central Admin Costs (col. 3 x Sch. CAC line E) Column 4	Other Costs (Schedule OC) Column 5	Total Costs by Program (col. 3 + 4 + 5) Column 6
		Direct Charged (Schedule DCC) Column 1	Allocated (Schedule AC) Column 2	Subtotal (col. 1 + 2) Column 3			
<b>Instructional Goals</b>							
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00		0.00
1110	Regular Education, K-12	0.00	0.00	0.00	0.00		0.00
3800	Vocational Education	0.00	0.00	0.00	0.00		0.00
4110	Regular Education, Adult	0.00	0.00	0.00	0.00		0.00
4630	Adult Vocational Education	0.00	0.00	0.00	0.00		0.00
5000-5999	Special Education	0.00	0.00	0.00	0.00		0.00
6000	Regional Occupational Ctr/Prg (ROC/P)	6,061,566.07	0.00	6,061,566.07	967,016.10		7,028,582.17
<b>Other Goals</b>							
7110	Nonagency - Educational	0.00	0.00	0.00	0.00		0.00
7150	Nonagency - Other	0.00	0.00	0.00	0.00		0.00
8500	Child Care and Development Services	0.00	0.00	0.00	0.00		0.00
<b>Other Costs</b>							
115	Food Services					0.00	0.00
	Enterprise					0.00	0.00
	Facilities Acquisition & Construction					34,207.77	34,207.77
	Other Outgo					0.00	0.00
<b>Other Funds</b>							
----	Adult Education, Child Development, Cafeteria, Foundation (Column 3 + CAC, line C5] times CAC, line E)		0.00	0.00	0.00		0.00
	Indirect Cost Transfers to Other Funds (Net of Funds 01, 09, 62, Function 7210, Object 7350)				0.00		0.00
----					0.00		0.00
----	<b>Total General Fund and Charter Schools Funds Expenditures</b>	6,061,566.07	0.00	6,061,566.07	967,016.10	34,207.77	7,062,789.94

Unaudited Actuals  
2014-15  
General Fund and Charter Schools Funds  
Program Cost Report  
Schedule of Direct Charged Costs (DCC)

Goal	Type of Program	Instruction (Functions 1000- 1999)	Instructional Supervision and Administration (Functions 2100- 2200)	Library, Media, Technology and Other Instructional Resources (Functions 2420- 2495)	School Administration (Function 2700)	Pupil Support Services (Functions 3110- 3160 and 3900)	Pupil Transportation (Function 3600)	Ancillary Services (Functions 4000- 4999)	Community Services (Functions 5000- 5999)	General Administration (Functions 7000- 7999, except 7210)*	Plant Maintenance and Operations (Functions 8100- 8400)	Facilities Rents and Leases (Function 8700)	Total
<b>Instructional Goals</b>													
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
1110	Regular Education, K-12	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3800	Vocational Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4110	Regular Education, Adult	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4630	Adult Vocational Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
5000-5999	Special Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
6000	ROC/P	4,108,647.43	350,595.77	103,229.61	289,001.32	203,622.55	0.00	0.00			726,567.95	279,901.44	6,061,566.07
<b>Other Goals</b>													
7110	Nonagency - Educational	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7150	Nonagency - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8500	Child Care and Development Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Direct Charged Costs</b>		4,108,647.43	350,595.77	103,229.61	289,001.32	203,622.55	0.00	0.00	0.00	0.00	726,567.95	279,901.44	6,061,566.07
											* Functions 7100-7199 for goals 8100 and 8500		



Goal	Type of Program	Allocated Support Costs (Based on factors input on Form PCRAF)			Total
		Full-Time Equivalents	Classroom Units	Pupils Transported	
<b>Instructional Goals</b>					
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00
1110	Regular Education, K-12	0.00	0.00	0.00	0.00
3800	Vocational Education	0.00	0.00	0.00	0.00
4110	Regular Education, Adult	0.00	0.00	0.00	0.00
4630	Adult Vocational Education	0.00	0.00	0.00	0.00
5000-5999	Special Education (allocated to 5001)	0.00	0.00	0.00	0.00
6000	ROC/P	0.00	0.00	0.00	0.00
<b>Other Goals</b>					
7110	Nonagency - Educational	0.00	0.00	0.00	0.00
7150	Nonagency - Other	0.00	0.00	0.00	0.00
8500	Child Care and Development Svcs.	0.00	0.00	0.00	0.00
<b>Other Funds</b>					
- -	Adult Education (Fund 11)		0.00		0.00
- -	Child Development (Fund 12)	0.00	0.00	0.00	0.00
- -	Cafeteria (Funds 13 and 61)		0.00		0.00
<b>Total Allocated Support Costs</b>		0.00	0.00	0.00	0.00

<b>A. Central Administration Costs in General Fund and Charter Schools Funds</b>		
1	Board and Superintendent (Funds 01, 09, and 62, Functions 7100-7180, Goals 0000-6999 and 9000, Objects 1000-7999)	356,077.16
2	External Financial Audits (Funds 01, 09, and 62, Functions 7190-7191, Goals 0000-6999 and 9000, Objects 1000-7999)	0.00
3	Other General Administration (Funds 01, 09, and 62, Functions 7200-7600 except 7210, Goal 0000, Objects 1000-7999)	432,038.62
4	Centralized Data Processing (Funds 01, 09, and 62, Function 7700, Goal 0000, Objects 1000-7999)	178,900.32
5	Total Central Administration Costs in General Fund and Charter Schools Funds	967,016.10
<b>B. Direct Charged and Allocated Costs in General Fund and Charter Schools Funds</b>		
1	Total Direct Charged Costs (from Form PCR, Column 1, Total)	6,061,566.07
2	Total Allocated Costs (from Form PCR, Column 2, Total)	0.00
3	Total Direct Charged and Allocated Costs in General Fund and Charter Schools Funds	6,061,566.07
<b>C. Direct Charged Costs in Other Funds</b>		
1	Adult Education (Fund 11, Objects 1000-5999, except 5100)	0.00
2	Child Development (Fund 12, Objects 1000-5999, except 5100)	0.00
3	Cafeteria (Funds 13 & 61, Objects 1000-5999, except 5100)	0.00
4	Foundation (Funds 19 & 57, Objects 1000-5999, except 5100) (Not applicable to JPAs)	0.00
5	Total Direct Charged Costs in Other Funds	0.00
<b>D. Total Direct Charged and Allocated Costs (B3 + C5)</b>		6,061,566.07
<b>E. Ratio of Central Administration Costs to Direct Charged and Allocated Costs (A5/D)</b>		15.95%



Unaudited Actuals  
2014-15  
General Fund and Charter Schools Funds  
Program Cost Report  
Schedule of Other Costs (OC)

Type of Activity	Food Services (Function 3700)	Enterprise (Function 6000)	Facilities Acquisition & Construction (Function 8500)	Other Outgo (Functions 9000-9999)	Total
Food Services (Objects 1000-5999, 6400, and 6500)	0.00				0.00
Enterprise (Objects 1000-5999, 6400, and 6500)		0.00			0.00
Facilities Acquisition & Construction (Objects 1000-6500)			34,207.77		34,207.77
Other Outgo (Objects 1000-7999)				0.00	0.00
<b>Total Other Costs</b>	0.00	0.00	34,207.77	0.00	34,207.77

STATE AWARDS,  
REVENUES, AND EXPENDITURES - ALL FUNDS  
SCHEDULE FOR CATEGORICALS SUBJECT TO RESTRICTED ENDING BALANCES

STATE PROGRAM NAME	Direct Support Professional Training	Prop 20 Lottery	TOTAL
RESOURCE CODE	6355	6300	
REVENUE OBJECT	8590	8781	
LOCAL DESCRIPTION (if any)	DSP	Prop 20	
<b>AWARD</b>			
1. Prior Year Restricted Ending Balance	118,092.53	161,378.49	279,471.02
2. a. Current Year Award	16,250.00	71,117.65	87,367.65
b. Other Adjustments			0.00
c. Adj Curr Yr Award (sum lines 2a & 2b)	16,250.00	71,117.65	87,367.65
3. Required Matching Funds/Other			0.00
4. Total Available Award (sum lines 1, 2c, & 3)	134,342.53	232,496.14	366,838.67
<b>REVENUES</b>			
5. Cash Received in Current Year	7,150.00	7,331.39	14,481.39
6. Amounts Included in Line 5 for Prior Year Adjustments			0.00
7. a. Accounts Receivable (line 2c minus lines 5 & 6)	9,100.00	63,786.26	72,886.26
b. Noncurrent Accounts Receivable (line 7a minus line 7b)			0.00
c. Current Accounts Receivable (line 7a minus line 7b)	9,100.00	63,786.26	72,886.26
8. Contributed Matching Funds			0.00
9. Total Available (sum lines 5, 7c, & 8)	16,250.00	71,117.65	87,367.65
<b>EXPENDITURES</b>			
10. Donor-Authorized Expenditures	23,407.72	131,458.66	154,866.38
11. Non Donor-Authorized Expenditures			0.00
12. Total Expenditures (line 10 plus line 11)	23,407.72	131,458.66	154,866.38
<b>RESTRICTED ENDING BALANCE</b>			
13. Current Year (line 4 minus line 10)	110,934.81	101,037.48	211,972.29

LOCAL AWARDS,  
REVENUES, AND EXPENDITURES - ALL FUNDS  
SCHEDULE FOR CATEGORICALS SUBJECT TO RESTRICTED ENDING BALANCES

LOCAL PROGRAM NAME	Project Lead the Way	TOTAL
RESOURCE CODE	9601	
REVENUE OBJECT	8699	
LOCAL DESCRIPTION (if any)		
<b>AWARD</b>		
1. Prior Year Restricted Ending Balance	31,775.46	31,775.46
2. a. Current Year Award	20,000.00	20,000.00
b. Other Adjustments		0.00
c. Adj Curr Yr Award (sum lines 2a & 2b)	20,000.00	20,000.00
3. Required Matching Funds/Other		0.00
4. Total Available Award (sum lines 1, 2c, & 3)	51,775.46	51,775.46
<b>REVENUES</b>		
5. Cash Received in Current Year		0.00
6. Amounts Included in Line 5 for Prior Year Adjustments		0.00
7. a. Accounts Receivable (line 2c minus lines 5 & 6)	20,000.00	20,000.00
b. Noncurrent Accounts Receivable		0.00
c. Current Accounts Receivable (line 7a minus line 7b)	20,000.00	20,000.00
8. Contributed Matching Funds		0.00
9. Total Available (sum lines 5, 7c, & 8)	20,000.00	20,000.00
<b>EXPENDITURES</b>		
10. Donor-Authorized Expenditures	32,177.36	32,177.36
11. Non Donor-Authorized Expenditures		0.00
12. Total Expenditures (line 10 plus line 11)	32,177.36	32,177.36
<b>RESTRICTED ENDING BALANCE</b>		
13. Current Year (line 4 minus line 10)	19,598.10	19,598.10

Fund: 01 General Fund Resource: 0000 Unrestricted		
Description	Object	2014-15 Unaudited Actuals
Ending Fund Balance	979Z	7,409,158.13
<b>Components of Ending Fund Balance</b>		
<b>Nonspendable</b>		
Revolving Cash	9711	7,500.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
<b>Restricted</b>	9740	0.00
<b>Committed</b>		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
<b>Assigned</b>		
Other Assignments	9780	5,173,254.00
Equipment Reserves	9780	703,000.00
Building Repairs and Improvements	9780	762,000.00
Prop 1D Contingencies	9780	200,000.00
Retiree Benefits (OPEB)	9780	160,000.00
General Reserve	9780	686,000.00
Excess Property Tax Carryover	9780	2,662,254.00
<b>Unassigned/Unappropriated</b>		
Reserve for Economic Uncertainties	9789	0.00
Unassigned/Unappropriated	9790	2,228,404.13

Fund: 01 General Fund Resource: 1100 Lottery: Unrestricted		
Description	Object	2014-15 Unaudited Actuals
Ending Fund Balance	979Z	224,286.68
<b>Components of Ending Fund Balance</b>		
<b>Nonspendable</b>		
Revolving Cash	9711	0.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
<b>Restricted</b>	9740	0.00
<b>Committed</b>		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
<b>Assigned</b>		
Other Assignments	9780	224,286.68
Lottery carryover, unrestricted	9780	224,286.68
<b>Unassigned/Unappropriated</b>		
Reserve for Economic Uncertainties	9789	0.00
Unassigned/Unappropriated	9790	0.00

Fund: 01 General Fund Resource: 6300 Lottery: Instructional Materials		
Description	Object	2014-15 Unaudited Actuals
Ending Fund Balance	979Z	232,496.14
<b>Components of Ending Fund Balance</b>		
<b>Nonspendable</b>		
Revolving Cash	9711	0.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
<b>Restricted</b>	9740	232,496.14
<b>Committed</b>		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
<b>Assigned</b>		
Other Assignments	9780	0.00
<b>Unassigned/Unappropriated</b>		
Reserve for Economic Uncertainties	9789	0.00
Unassigned/Unappropriated	9790	0.00



Fund: 01 General Fund Resource: 6355 ROCP: Direct Support Professional Training Program		
Description	Object	2014-15 Unaudited Actuals
Ending Fund Balance	979Z	110,934.81
<b>Components of Ending Fund Balance</b>		
<b>Nonspendable</b>		
Revolving Cash	9711	0.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
<b>Restricted</b>	9740	110,934.81
<b>Committed</b>		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
<b>Assigned</b>		
Other Assignments	9780	0.00
<b>Unassigned/Unappropriated</b>		
Reserve for Economic Uncertainties	9789	0.00
Unassigned/Unappropriated	9790	0.00

Fund: 01 General Fund Resource: 9010 Other Restricted Local		
Description	Object	2014-15 Unaudited Actuals
Ending Fund Balance	979Z	41,798.10
<b>Components of Ending Fund Balance</b>		
<b>Nonspendable</b>		
Revolving Cash	9711	0.00
Stores	9712	0.00
Prepaid Expenditures	9713	22,200.00
All Others	9719	0.00
<b>Restricted</b>	9740	19,598.10
<b>Committed</b>		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
<b>Assigned</b>		
Other Assignments	9780	0.00
<b>Unassigned/Unappropriated</b>		
Reserve for Economic Uncertainties	9789	0.00
Unassigned/Unappropriated	9790	0.00

Fund: 35 County School Facilities Fund Resource: 0000 Unrestricted		
Description	Object	2014-15 Unaudited Actuals
Ending Fund Balance	979Z	1,185.34
<b>Components of Ending Fund Balance</b>		
<b>Nonspendable</b>		
Revolving Cash	9711	0.00
Stores	9712	0.00
Prepaid Expenditures	9713	0.00
All Others	9719	0.00
<b>Restricted</b>	9740	0.00
<b>Committed</b>		
Stabilization Arrangements	9750	0.00
Other Commitments	9760	0.00
<b>Assigned</b>		
Other Assignments	9780	1,185.34
Prop ID carryover	9780	1,185.34
<b>Unassigned/Unappropriated</b>		
Reserve for Economic Uncertainties	9789	0.00
Unassigned/Unappropriated	9790	0.00

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Unaudited Actuals  
2014-15 Unaudited 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-RES6500xOBJ8091 - (F) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years).	<u>PASSED</u>
CHK-FUNCTIONxOBJECT - (F) - All FUNCTION and OBJECT account code combinations	

must be valid.

PASSED

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

PASSED

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

PASSED

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

PASSED

BALANCE-FDxRS - (F) - Adjusted Beginning Fund Balance plus Revenues minus Expenditures minus Assets minus Deferred Outflows of Resources plus Liabilities plus Deferred Inflows of Resources, must total zero by fund and resource, except for agency funds 76 and 95.

PASSED

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

PASSED

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

PASSED

BALANCE-FDxRS-AGENCY - (F) - Assets (objects 9100-9489) minus Liabilities (objects 9500-9689) must total zero by fund and resource for agency funds 76 and 95.

PASSED

## **GENERAL LEDGER CHECKS**

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

PASSED

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

PASSED

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

PASSED

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

PASSED

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

PASSED

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

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

CEFB=FD-EQUITY - (F) - Components of Ending Fund Balance/Net Position (objects 9710-9790, 9796, and 9797) must agree with Fund Equity (Assets [objects 9100-9489] plus Deferred Outflows of Resources [objects 9490-9499] minus Liabilities [objects 9500-9689] minus Deferred Inflows of Resources [objects 9690-9699])). 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

AR-AP-POSITIVE - (F) - Accounts Receivable (Object 9200), Due from Other Funds (Object 9310), Accounts Payable (Object 9500), and Due to Other Funds (Object



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Unaudited Actuals  
2014-15 Unaudited 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-RES6500xOBJ8091 - (F) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years).	<u>PASSED</u>
CHK-FUNCTIONxOBJECT - (F) - All FUNCTION and OBJECT account code combinations	

must be valid.

PASSED

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

PASSED

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

PASSED

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

PASSED

BALANCE-FDxRS - (F) - Adjusted Beginning Fund Balance plus Revenues minus Expenditures minus Assets minus Deferred Outflows of Resources plus Liabilities plus Deferred Inflows of Resources, must total zero by fund and resource, except for agency funds 76 and 95.

PASSED

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

PASSED

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

PASSED

BALANCE-FDxRS-AGENCY - (F) - Assets (objects 9100-9489) minus Liabilities (objects 9500-9689) must total zero by fund and resource for agency funds 76 and 95.

PASSED

## **GENERAL LEDGER CHECKS**

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

PASSED

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

PASSED

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

PASSED

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

PASSED

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

PASSED

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

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

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

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

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

CEFB=FD-EQUITY - (F) - Components of Ending Fund Balance/Net Position (objects 9710-9790, 9796, and 9797) must agree with Fund Equity (Assets [objects 9100-9489] plus Deferred Outflows of Resources [objects 9490-9499] minus Liabilities [objects 9500-9689] minus Deferred Inflows of Resources [objects 9690-9699]). 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

AR-AP-POSITIVE - (F) - 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

NET-INV-CAP-ASSETS - (W) - If capital asset amounts are imported/keyed, objects 9400-9489, (Capital Assets) in funds 61-73, then an amount should be recorded for Object 9796 (Net Investment in Capital Assets) within the same fund. PASSED

## SUPPLEMENTAL CHECKS

ICRATE-REQST-PRVDED - (F) - JPAs must indicate in the Unaudited Actual Certification (Form CA) whether or not they are requesting a state approved indirect cost rate. PASSED

ASSET-IMPORT - (F) - If capital asset amounts are imported/keyed (Function 8500, Facilities Acquisition and Construction, or objects 6XXX, Capital Outlay; or objects 9400-9489, Capital Assets, in funds 61-67), then capital asset supplemental data (Form ASSET) must be provided. PASSED

DEBT-IMPORT - (F) - If long-term debt amounts are imported/keyed, the long-term debt supplemental data (Form DEBT) must be provided. PASSED

IC-ADMIN-PLANT-SVCS - (O) - Percentage of plant services costs attributable to general administration should not be zero or exceed 25%. PASSED

IC-PCT - (O) - The straight indirect cost percentage before the carry-forward adjustment (Form ICR, Part III, Line C) is between 2% and 9%. PASSED

IC-POSITIVE - (O) - The indirect cost rate after the carry-forward adjustment (Form ICR, Part III, Line D) should be positive. PASSED

IC-ADMIN-NOT-ZERO - (O) - Other General Administration costs (Part III, Line A1) in Form ICR should not be zero. PASSED

IC-BD-SUPT-NOT-ZERO - (O) - Board and Superintendent costs (Part III, Line B7) in Form ICR should not be zero. PASSED

IC-BD-SUPT-VS-ADMIN - (O) - In Form ICR, the ratio of Board and Superintendent costs (Part III, Line B7) to Other General Administration costs (Part III, Line A1) should not be less than 5%. PASSED

IC-EXCEEDS-LEA-RATE - (O) - The indirect cost rate used in one or more programs (Form ICR, Exhibit A - Rate Used) should not exceed the LEA's approved indirect cost rate. PASSED

PCRAF-UNDISTRIBUTED - (F) - Allocation factors must be entered in Form PCRAF for support functions with costs in undistributed goals (goals 0000 and 9000). PASSED

PCR-ALLOC-NO-DIRECT - (W) - In forms PCR/PCRAF, costs should normally only be allocated to goals that have direct costs. PASSED

PCR-GF-EXPENDITURES - (F) - Total Costs by Program in Form PCR, Column 6 should agree with total expenditures (objects 1000-7999) in funds 01, 09, and 62. PASSED



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

ASSET-PY-BAL - (F) - If capital asset ending balances were included in the prior year unaudited actuals, the Schedule of Capital Assets (Form ASSET) must be provided. 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

DEBT-PY-BAL - (F) - If long-term liability ending balances were included in the prior year unaudited actuals data, the Schedule of Long-Term Liabilities (Form DEBT) must be provided. PASSED

## EXPORT CHECKS

FORM01-PROVIDE - (W) - Form 01 (Form 01I) must be opened and saved. PASSED

UNAUDIT-CERT-PROVIDE - (F) - Unaudited Actual Certification (Form CA) must be provided. PASSED

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

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

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

Checks Completed.



## **Business and Finance #3**



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

**AGENDA ITEM  
Business & Finance #3**

**Date of Board Meeting: September 17, 2015**

**TITLE: Lease and Services Agreement between Fremont Unified School District  
and Mission Valley ROP**

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**Background:**

Mission Valley ROP and Fremont Unified School District (FUSD) executed and signed a 20 year Lease Agreement in November 2005 for the property located at 5019 Stevenson Blvd, Fremont, California. MVROP commenced leasing the property in the 2007-08 school year. A copy of the approved rent payment schedule is attached (Exhibit B).

In addition to the Lease Agreement, FUSD provides services for MVROP as outlined in the attached Services Agreement.

**Current Status:**

The FUSD Board of Education approved the lease and services agreement at their August 12, 2015 Board Meeting. MVROP's lease payment for 2015-16 is \$289,697.99. This includes a 3.5% increase over last year in accordance with the agreed upon payment schedule.

MVROP and FUSD wish to extend the Services Agreement for the period July 1, 2015 through June 30, 2016. The term remains the same as prior years. The current Services Agreement expired June 30, 2013. MVROP's payment for services for the 2015-2016 fiscal year will be \$186,260.

**Recommendation:**

Staff recommends approval of the annual Services Agreement between Fremont Unified School District and Mission Valley ROP for the 2015-16 school year.

Joyce Veasley  
Staff Contact

Business Services  
Division

Thomas Hanson  
Superintendent, MVROP



### Agenda Item Details

Meeting	Aug 12, 2015 - Regular Meeting of the Board of Education
Category	11. CONSENT CALENDAR - FINANCE/FACILITIES
Subject	11.3 Approve Annual Services Agreement with Mission Valley Regional Occupational Program (MVROP)
Access	Public
Type	Action (Consent)
Preferred Date	Aug 12, 2015
Absolute Date	Sep 09, 2015
Fiscal Impact	Yes
Dollar Amount	186,260.00
Budgeted	Yes
Budget Source	The amount has been budgeted as part of the district's general fund revenue.
Recommended Action	Approve the annual Services Agreement between Fremont Unified School District (FUSD) and the MVROP for the 2015-2016 school year, including a \$1.39 increase in the mileage rate for transportation services, or \$8.32 per mile.

### Public Content

#### Background

Beginning the 2007-2008 school-year, MVROP commenced leasing property located on the Kennedy High School campus, 5019 Stevenson Blvd., Fremont. The twenty year Lease Agreement was executed and signed in November, 2005. A copy of the approved rent payment schedule (Exhibit B) is attached.

As a part of the agreement, FUSD provides services to MVROP as outlined in the attached Services Agreement.

#### Current Status

MVROP and FUSD wish to extend the Services Agreement for the period July 1, 2015 through June 30, 2016. The total fee for the services rendered, item #1, remains the same at \$186,260.

Staff recommends a revision of item #2 of the Services Agreement. For the past six (6) years, MVROP has been charged \$6.93 per mile for District transportation services. An analysis of the District's current average cost per mile equates to \$8.32. Therefore, staff recommends an increase of \$1.39, or \$8.32 per mile, for transportation services used by the MVROP beginning with the 2015-2016 school year.

The MVROP Board will consider the same recommendation at their next meeting.

#### Policy Implications

This action supports the District's goal of providing students with access to rigorous and challenging courses that prepare them for college and careers.

**Prepared by: Raul A. Parungao**

[MVROP Services Agreement 2015 2016.pdf \(8 KB\)](#)[Exhibit B MVROP RentPaymentSchedule.pdf \(24 KB\)](#)

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**Administrative Content**

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**Executive Content**

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**Motion & Voting**

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Take action to approve the Consent Calendar

Motion by Michele Berke, second by Yang Shao.

Final Resolution: Motion Carries

Yea: Michele Berke, Desrie Campbell, Ann Crosbie, Yang Shao, Larry Sweeney

**Exhibit B**  
**Rent Payment Schedule**

Rent Payment Schedule for New Mission Valley ROP Building  
at Kennedy High School, 5019 Stevenson Blvd, Fremont 94538

Payment Amount	Year	Fiscal Yr
\$ 220,000.00	1	07-08
\$ 227,700.00	2	08-09
\$ 235,669.50	3	09-10
\$ 243,917.93	4	10-11
\$ 252,455.06	5	11-12
\$ 261,290.99	6	12-13
\$ 270,436.17	7	13-14
\$ 279,901.44	8	14-15
\$ 289,697.99	9	15-16
\$ 299,837.42	10	16-17
\$ 310,331.73	11	17-18
\$ 321,193.34	12	18-19
\$ 332,435.10	13	19-20
\$ 344,070.33	14	20-21
\$ 356,112.79	15	21-22
\$ 368,576.74	16	22-23
\$ 381,476.93	17	23-24
\$ 394,828.62	18	24-25
\$ 408,647.62	19	25-26
\$ 422,950.29	20	26-27

\$ 6,221,530.00 Total Rent Payments

First year rent based on \$220,000 per year

Years 2-20 include 3.5% COLA increase each year

**FREMONT UNIFIED SCHOOL DISTRICT  
MISSION VALLEY ROP**

***SERVICES AGREEMENT 2015-2016***

1. In exchange for the following services, the Mission Valley ROP (MVROP) will pay Fremont Unified School District the sum of \$186,260 for the 2015-2016 school year.

a. Personnel Services	\$ 15,000
b. Financial Services	\$ 65,000
c. Warehousing and Inventory	\$ 8,000
d. Management Information Services	\$ 15,000
e. Fiscal Agency Management Services (includes responsibilities for overall cash management, issuance of purchase orders, and the public bidding process and defense of potential claims against the district as Fiscal Agent)	\$ 32,800
f. Routine maintenance (approximate)	\$ 60,000
Estimated Value of Services	<b>\$195,800</b>
Credit for grounds upkeep	<b>(\$ 9,540)</b>
For the period July 1, 2015 through June 30, 2016	<b><u>\$186,260</u></b>

2. If MVROP wishes to use District transportation, they will be charged the average cost per mile at the rate of \$8.32/mile and be billed for this service monthly.
3. If, at any time, the MVROP wishes to acquire any of the services listed from a different source, this agreement can be renegotiated. Until such time as it is renegotiated or a period of two years from this date elapses, the agreement will continue.
4. This agreement will be fully disclosed to and signed off by both the Board of the MVROP and the Board of Fremont Unified School District.
5. All financial transactions will be in accordance with accepted accounting to governance and accounting practices.

**Mission Valley ROP**  
***Board of Education:***

\_\_\_\_\_  
President

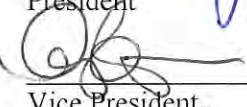
\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Clerk


Date \_\_\_\_\_

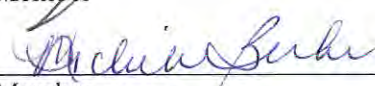
**Fremont Unified School District**  
***Board of Education:***

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Vice President

  
\_\_\_\_\_  
Clerk

  
\_\_\_\_\_  
Member

  
\_\_\_\_\_  
Member

Date 8/12/15



**End of Board Packet**