BURBANK UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
REGULAR MEETING

Thursday, March 17, 2022

6:00 p.m. - Closed Session
7:00 p.m. - Public Session

Burbank City Hall
275 E. Olive Avenue
Burbank, California

AGENDA

The entire agenda packet is available for review online at www.burbankusd.org/boemeetings; at the District Office Building, Superintendent's Office, 1900 W. Olive Ave., Burbank, 91506; and at the Reference Desk in all Burbank City Libraries at: 110 N. Glenoaks, Burbank, 91502; 300 N. Buena Vista, Burbank, 91505; and 3323 W. Victory Blvd., Burbank, 91505.

1. CALL TO ORDER

1.a NOTICE TO THE PUBLIC

The District is providing alternatives to in-person attendance for viewing and participating. Any individual or group representative may address the Board of Education on any agenda item or subject within its jurisdiction during one of the three Public Comments sections.

Instructions for Virtual Public Speakers Who Wish to Address the Board:

1. Speakers who wish to provide a Public Comment virtually should sign up at this link: https://forms.gle/pe3XatqtJWn3Hvib9 before 3pm on Wednesday, March 16. Please indicate if your comment pertains to (1) an item on this agenda, or (2) a subject within the jurisdiction of the Board of Education. Closed Session Public Comments must be given in person.

2. The Zoom Webinar will open at 6:30 p.m. Speakers are asked to rename their Zoom profile to indicate their full name to expedite this process. Please note that only those individuals who have signed up to speak prior to 3:00 p.m. on Wednesday, March 16, will be allowed to enter the Zoom Webinar. Speakers will receive an email Wednesday afternoon with the Zoom Webinar login details.

3. When it is time for a speaker to address the Board, the speaker's name will be called and the speaker should activate their microphone and camera. Speakers must be present in the Zoom Webinar when their name is called in order to address the Board. Speakers are also requested to state their name (and their pronouns, if desired) prior to addressing the Board. Please note that the chat function will be disabled.

4. After a speaker completes their public comment, or if the five-minute (5) time limit has been reached, the speaker will be removed from the Zoom Webinar and can continue watching the meeting by streaming it at www.burbankusd.org/boemeetings

5. If you require Spanish, Armenian, or ASL translation of the meeting, please email kimberleyclark@burbankusd.org prior to 3:00 p.m. the day before the meeting to receive a registration link.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)
An individual or group representative may address the Board of Education on any Closed Session agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

2.b Staff Responses

2.c Board Members' Responses

3. CLOSED SESSION
The Board will meet in Closed Session for the purpose of the following:

3.a Conference with Labor Negotiator, Pursuant to Government Code §54957.6
Agency Negotiator: Sarah Niemann
Employee Organization: Burbank Teachers Association (BTA)

3.b Conference with Labor Negotiator, Pursuant to Government Code §54957.6
Agency Negotiator: Sarah Niemann
Employee Organization: California School Employees Association (CSEA) Chapter 674

3.c Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957

3.d Public Employee Performance Evaluation Pursuant to Government Code §54957
Title: Superintendent of Schools

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

When the Board of Education reconvenes in Public Session, the Board may make any required disclosures regarding actions taken in Closed Session or adopt any appropriate resolutions concerning these matters.

We acknowledge the traditional, ancestral, unceded territory of the Chumash, Tongva, Fernandeño Tataviam, and First Nations on which we are learning, educating, and living.

5. REPORTING ON CLOSED SESSION

6. ADJUSTMENTS TO THE AGENDA
The Board President will announce any requests for adjustments to the meeting agenda.

7. ITEMS FOR FUTURE AGENDAS

8. REPORTS FROM THE BOARD

8.a Student Representatives
Jule Reader, JBHS; Owen Vivado, MHS; and Shushanna Ter-Petrossyan, BHS, will report on activities at their respective schools.

9. REQUESTS TO ADDRESS THE BOARD

9.a Public Communications on Agenda Items
An individual or group representative may address the Board of Education on any agenda item by completing a white request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

9.b Staff Responses

9.c Board Members' Responses

10. REPORTS TO THE BOARD

10.a Report on the Burbank Unified School District's COVID-19 Response
Matt Hill, Superintendent, will report on the District's COVID-19 Response.

10.b Report on the COVID-19 Testing Plan

Debbie Kukta, Assistant Superintendent, Administrative Services, will introduce Toby Black, the District's Testing Coordinator, who will report on the COVID-19 Testing Plan, as presented.

COVID-19 Testing Plan.pdf

10.c Report on the 2020-2021 Annual Financial Report and the Financial and Performance Audits of the Proposition 39 General Obligation Bonds Building Fund Measure S Program
Debbie Kukta, Assistant Superintendent, Administrative Services, will introduce Gema Ptasinski and Sophia Kuo, Certified Public Accountants of CliftonLarsonAllen LLP (CLA), who will review the 2020-2021 Annual Financial Report and the $110 million Measure S General Obligation Bond program report, as presented.

Audit Report 2020-21 - Review.pdf

10.d Report on Facilities and Technology Projects
Debbie Kukta, Assistant Superintendent, Administrative Services, will report on Facilities and Technology Projects, as listed on the Consent Agenda, as presented.

Facilities and Technology PowerPoint_3172022.pdf

10.e Approval of the Updated Fiscal Stabilization Plan Required by Los Angeles County Office of Education (LACOE) Based on the First Interim Reporting
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the updated Fiscal Stabilization Plan, as presented.

Fiscal Stabilization Plan - 2nd Interim.pdf

11. NEW AND/OR UNFINISHED BUSINESS

11.a Adoption of Resolution 30 Recognizing March 31, 2022 as Cesar Chavez Day
John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education adopt Resolution 30 Recognizing March 31, 2022 as Cesar Chavez Day in the Burbank Unified School District, as presented.

Resolution 30 Cesar Chavez Day (002).pdf

11.b Adoption of Resolution 31 Proclaiming April 2022 as the Burbank Unified School District's Genocide Remembrance Month
Matt Hill, Superintendent, recommends that the Board of Education adopt Resolution 31 Proclaiming April 2022 as the Burbank Unified School District's Genocide Remembrance Month, as presented.

Resolution 31_Genocide Remembrance_031722.pdf

11.c Adoption of Resolution 32 Proclaiming April 2022 as Autism Acceptance Month
Paulette Koss, Director, Special Education and Psychological Services, recommends that the Board of Education adopt Resolution 32 proclaiming the month of April 2022 as Autism Acceptance Month, as presented.

SPED Resolution 32 Autism Acceptance Month.docx.pdf

11.d Approval of Proposed Revision of Selected Board Policies and Administrative Regulations
Matt Hill, Superintendent, recommends that the Board of Education approve the proposed revision of selected Board Policies and Administrative Regulations from the California School Boards Association (CSBA) – Governance and Management Using Technology (GAMUT), as presented.

Policy Updates_Dec 2021_031722.pdf

11.e Acceptance of the 2020-2021 Annual Financial Report and the Financial and Performance Audits of the Proposition 39 General Obligation Bonds Building Fund Measure S Program
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the 2020-2021 Annual Financial Report and the Financial and Performance Audits of the Proposition 39 General Obligation Bonds Building Fund Measure S program, as presented.

Audit Report 2020-21 - Acceptance.pdf

11.f Approval of Second Interim Report for 2021-2022 Fiscal Year
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve a positive certification of the Second Interim Report for the 2021-2022 fiscal year, as presented.

Second Interim 2021-22.pdf

11.g Approval of the A-G Completion Improvement Grant Plan
Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the A-G Completion Improvement Plan, effective March 18, 2022, through June 30, 2026, as presented.

A-G Grant Plan 03172022.pdf

11.h Approval of the 2021-2022 Consolidated Application March Submission for Categorical Aid Programs
Peter Knapik, Director, Elementary Education, recommends that the Board of Education approve the submission of the 2021-2022 Consolidated Application for Funding Categorical Aid Programs, Winter Submission, and the authority to sign and submit the application to the California Department of Education be exercised pursuant to BUSD—AR 3314, as presented.

Consolidated App Submission 03172022.pdf

11.i Acceptance of Gifts
Matt Hill, Superintendent, recommends that the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

Gift Report 03-17-22.pdf

12. CONSENT AGENDA

All items on the Consent Agenda are considered by the Superintendent to be of a routine nature and are acted on with one motion. Any recommendation may be removed from the Consent Agenda at the request of any Board member and acted on separately.

12.a Action on Final Settlement Agreement (Special Education)
Paulette Koss, Director of Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960028116, with no fiscal impact to the District (01.0-65000.0-50010-36000-5813-7440000), effective February 28, 2022 through September 30, 2023, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960028116 Settlement Agreement.docx.pdf

12.b Action on Final Settlement Agreement (Special Education)
Paulette Koss, Director of Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960027511, not to exceed $51,000 (01.0-65000.0-50010-36000-5813-7440000), effective February 18, 2022 through August 1, 2023, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960027511 Settlement Agreement.docx.pdf

12.c Approval of Minutes
Matt Hill, Superintendent, recommends that the Board of Education approve the minutes of the Regular Board of Education Meeting of February 17, 2022, as presented.

Minutes.02.17.22.pdf

12.d Approval of Minutes
Matt Hill, Superintendent, recommends that the Board of Education approve the minutes of the Regular Board of Education Meeting of March 3, 2022, as presented.

Minutes.03.03.22.pdf

12.e Approval of Minutes
Matt Hill, Superintendent, recommends that the Board of Education approve the minutes of the Special Board of Education Meeting of March 8, 2022, as presented.

Minutes.03.08.22SP.pdf

12.f Approval of Personnel Report Number 21-22-14
Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 21-22-14, covering Certificated and Classified personnel, and consisting of Pages 1 to 14 inclusive, as presented.

Personnel Report.pdf

12.g 2021-2022 Purchase Order Report
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve Purchase Orders for 2021-2022 as listed through February 21, 2022, as presented.

2021-2022 Purchase Order Report.pdf

12.h Approval of Warrants
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve payroll warrants in the total amount of $6,786,943.01 and commercial warrants in the total amount of $3,873,508.86, as presented.

Warrants.pdf

12.i Approval of Burbank High School Unleashed Dance Team (Overnight) Field Trip
John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the Burbank High School Unleashed Dance Team (Overnight) Field Trip request to participate in the California Association for Dance/Drill Team Directors State Competition in Aliso Viejo, CA. from Friday April 8, 2022 through Saturday, April 9, 2022, as presented.

BHS Unleashed Dance Extended Overnight Field Trip 3 17 22.pdf

12.j Approval of John Burroughs High School Boys Volleyball (Overnight) Field Trip
John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the John Burroughs High School Boys Volleyball (Overnight) Field Trip request to participate in the Santa Barbara Tournament of Champions in Santa Barbara, CA. from Thursday, April 14, 2022 through Saturday, April 16, 2021, as presented.

JBHS Boys Volleyball Extended Overnight Field Trip 3 17 22.pdf

12.k Ratification of Agreement for Professional Services (Human Resources)
Sarah Niemann, Assistant Superintendent, Human Resources Services recommends that the Board of Education ratify the Agreement between the Burbank Unified School District and Robert Half, to provide clerical support as needed, not to exceed $50,000 (01.0-00000.0-72000-5850-7551000), effective February 28, 2022 through June 30, 2022 and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

Agreement- RH (Human Resources).pdf

12.l Approval of Agreement for Professional Services (Human Resources)
Sarah Niemann, Assistant Superintendent, Human Resources Services recommends that the Board of Education approve the Agreement between the Burbank Unified School District and Grecia Flores, to provide assistance, training and support with secondary certificated hiring processes and procedures., not to exceed $1,200 (01.0-00000.0-72000-5850-7551000), effective March 18, 2022 through June 30, 2022 and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

Agreement - GF (Human Resources).pdf

12.m Approval of Instructional Consultant Services
Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

Instructional Consultants 03172022_Redacted.pdf

12.n Approval of Non-Instructional Consultant Services

Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the non-instructional consultant services for the purpose of supporting the school and/or District goals, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

Non Instructional Consultants 03172022_Redacted.pdf

12.o Approval of Agreement with Burbank Community YMCA for Learn, Grow, Thrive Program, Summer 2022

Peter Knapik, Director, Elementary Education, recommends that the Board of Education approve the Agreement between the Burbank Unified School District and Burbank Community YMCA, to provide services for the 2022 Elementary Summer Program, not to exceed $135,000 from Title I ($18,243- 01.0-30100.0-11100-10012-5810-5480000 from the fiscal year 2021-2022; $62,757- 01.0-30100.0-11100-10012-5110-5480000 from the fiscal year 2021-2022; $54,000- 01.0-30100.0-11100-10012-5110-5480000 from the fiscal year 2022-2023 and $6,757-01.0-26000.0-11100-10012-5810-5480000 from the fiscal year 2021-2022; $23,243-01.0-26000.0-11100-10012-5110-5480000 from the fiscal year 2021-2022; $20,000-01.0-26000.0-11100-10012-5110-5480000 from the fiscal year 2022-2023) effective March 18, 2022, through July 31, 2022, and that authority to sign this agreement be exercised pursuant to BUSD-AR 3314, as presented.

Summer School 2022 YMCA 03172022.pdf

12.p Ratification of Agreement between Boys and Girls Club of Burbank and the After-School Education and Safety (ASES) Program

Peter Knapik, Director, Elementary Education, recommends that the Board of Education ratify the Agreement between the Burbank Unified School District and Boys and Girls Club of Burbank, to provide services for the After School Education and Safety (ASES) Program, not to exceed $600,000.00 (01.0-60100.0-0-00000-27000-5810-7429000), effective July 1, 2021, through June 30, 2022, and that authority to sign this agreement be exercised pursuant to BUSD –AR 3314, as presented.

BGC Agreement 03172022.pdf

12.q Ratification of Approval for the 2021-2022 After School Education and Safety (ASES) Program, Grant Award

Peter Knapik, Director, Elementary Education, recommends that the Board of Education ratify the After School Education and Safety (ASES) Program Grant Award, to provide funding and services for the ASES programs at Walt Disney Elementary School, Providencia Elementary School, George Washington Elementary School, and Luther Burbank Middle School, for up to $691,994.97, effective July 1, 2021, through December 31, 2022, and that the authority to sign the Program Grant Award be exercised pursuant to BUSD – AR 3314, as presented.

ASES Grant Award 03172022.pdf

12.r Ratification of Agreement for Professional Services (Special Education)

Paulette Koss, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and LA Speech Pathology Services, Inc. for Special Education Student 960028116, no fiscal impact to District, through a ADR grant not to exceed $10,800 (01.0-65360.0-50010-36000-5813-7440000), effective March 1, 2022 through September 30, 2023, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960028116 Professional Services LA Speech Pathology Ratification.pdf

12.s Amended Agreement for Professional Services (Special Education)
Paulette Koss, Director of Special Education and Psychological Services, recommends that the Board of Education amend an agreement between Burbank Unified School District and Sonja Biggs Educational Services, Inc., to provide an intervener professional for Special Education Student 160003888, not to exceed $116,627.30 (01.0-65000.0-57602-11900-5850-7440000), effective July 1, 2021 through June 30, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Note: The original approval date was June 3, 2021. Due to the need of an intervener for Special Education Student 160003888 during Extended School Year (ESY), the first amendment added an additional $8,970.30 increasing the total not to exceed amount to $98,683.30. Due to the extended need of an intervener, this amendment adds an additional $17,944.00 increasing the total not to exceed $116,627.30.

SPED Student 160003888 Professional Services Sonja Biggs Amendment.pdf

12.t Amended Agreement for Professional Services (Special Education)
Paulette Koss, Director of Special Education and Psychological Services, recommends that the Board of Education amend an agreement between Burbank Unified School District and Paradigm Healthcare, to provide Medi-Cal Local Education Agencies (LEA) billing options services for the 2021-2022 fiscal year(s), with the understanding that it will automatically renew for an additional period of twenty-four (24) months unless the District or Paradigm Healthcare provides written notice of cancellation ninety (90) days prior to the renewal date, not to exceed $60,000 ($16,666.67 Special Ed) 01.0-56400.0-50010-27000-5850-7448000, ($8,333.33 Student Services) 01.0-56400.0-50000-27000-5850-7728000, effective July 1, 2021 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

Note: The original approval date was June 3, 2021 effective July 1, 2021 through June 30, 2024 for a total not to exceed $60,000. This amendment adds an additional $10,500 for CRCS back casting, for a new not to exceed amount of $70,500.

SPED Professional Services Paradigm Amendment.pdf

12.u Ratification of Agreement for Professional Services (Special Education)
Paulette Koss, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and Maxim Healthcare Staffing Services, Inc. for Special Education Student 960033193, not to exceed $12,900.70, (01.0-65000.0-57602-11900-5850-7440000), effective February 28, 2022 through May 27, 2022, and that authority to sign the agreement be exercised pursuant to

BUSD-AR 3314, as presented.

SPED Student 960033193 Professional Services Maxim Healthcare Ratification.pdf

12.v Ratification of Agreement for Professional Services (Special Education)
Paulette Koss, Director, Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and 360 Degree Customer Inc. to provide support to BUSD students with IEPs, not to exceed $61,425, (01.0-65000.0-57602-11900-5850-744000), effective February 22, 2022 through May 26, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Professional Services 360 Degree Customer Ratification.pdf

12.w Approval of Additive Change No. 1, Reliable Floor Covering Inc., Furnish and Install Flooring in Ten Classrooms, Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve additive change order No. 1 between Burbank Unified School District and Reliable Floor Covering Inc., to furnish and install flooring for ten new classrooms for the Two-Story Modular Building Project at Walt Disney Elementary School, not to exceed $68,134 (213-00000.0-91008-85000-6250-201-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

Note: The $2,492 increase, which brings the not to exceed to $68,134, is due to the installation of floor protection that was not included in the initial scope.

CO1_Reliable Flooring_Disney_Bond.pdf

12.x Approval of Additive Change No. 2, United Site Services, Portable Restrooms/Hand Washing Stations, Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve additive change order No. 2 to the rental agreement between Burbank Unified School District and United Site Services for Portable Restrooms/Hand Washing Stations for the Two-Story Modular Building Project at Walt Disney Elementary School, not to exceed $27,000 (21.3-00000-0-91008-85000-6230-201-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

Note: The $6,588.65 increase brings the not to exceed to $27,000, is due to extending the lease agreement for two ADA restrooms, one deluxe restroom, and two hand washing sinks, to accommodate the extended duration of the project estimated to complete August 2022.

CO2_United Site Services_restrooms_Disney_bond.pdf

12.y Approval of Additive Change Order No. 2, Lundgren Management, General Construction Management Services, Two-Story Modular Building, Walt Disney Elementary School (Bond Fund)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve additive change order No. 2 to the agreement between Burbank Unified School District and Lundgren Management for General Construction Management Services for

the duration of the two-story modular building project at Walt Disney Elementary School, not to exceed $800,500 (21.3-00000.0-91008-85000-6243-201-0000) Bond Fund, and that the authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

Note: The increased amount of $236,285 brings the not to exceed amount to $800,500 due to construction delays from SilverCreek which has extended the project schedule and substantial completion date, subsequently changing the duration period of services needed from Lundgren.

CO2_Lundgren Mgmt_Disney_Bond.pdf

12.z Approval of Award of Contract to Sunrise Telecom for RFQ Disney Two-Story Ten Classroom Building, Project 1: Data Cabling Infrastructure (Bond Funds)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an award of contract to Sunrise Telecom for the Disney Two-story Ten Classroom Building, Project 1: Data Cabling Infrastructure, not to exceed $51,313.93, including a 10% contingency amount (21.3-00000.0-93000-85000-6249-7730000) (Bond Funds), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Approval_AOC_Sunrise Telecom_Disney Data Cabling Infrastructure_031722.pdf

12.aa Approval of Award of Contract to Sunrise Telecom for RFQ Disney Two-story Ten Classroom Building, Project 2: 21St Century Classroom Installations (Bond Funds)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an award of contract to Sunrise Telecom for Disney Two-Story Ten Classroom Building, Project 2: 21st Century Classroom Installations, not to exceed $35,115.85, including a 10% contingency amount (21.3-00000.0-93000-85000-6249-7730000) (Bond Funds), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Approval_AOC_Sunrise Telecom_Disney 21st Century Classroom Installations_031722.pdf

12.ab Approval of Award of Contract to GA Technical Services, Inc. for RFB 2122-008 E-Rate Structured Cabling Project (School Funds)
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an award of contract to GA Technical Services, Inc. for RFB 2122-008, E-Rate Structured Cabling Project, not to exceed $55,550, including a 10% contingency amount (01.0-90904.0-11100-10000-6249-4321000) (School Funds), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Approval_AOC_GA Technical Services_ERate Structured Cabling Project_031722.pdf

13. REQUESTS TO ADDRESS THE BOARD

13.a Public Communications on a Subject Within the Jurisdiction of the School Board
An individual or group representative may address the Board of Education on any subject within its jurisdiction by completing a blue request card. Speakers are requested to state their name prior to speaking to the Board. Not more than five (5) minutes may be allotted to each speaker, except by unanimous consent of the Board of Education. The Superintendent may refer the matter to the proper department for review.

13.b Superintendent's Comments and Responses
Matt Hill, Superintendent, will respond to public comment and will comment on items of interest to the Board of Education and community.

13.c Board Members' Comments and Responses
Board Members will respond to public comment and will comment on items of interest to the community.

14. ADJOURNMENT

BURBANK UNIFIED SCHOOL DISTRICT
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM :	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Toby Black, Testing Coordinator
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	March 17, 2022
SUBJECT:	Report on the COVID-19 Testing Plan

Background:
Burbank Unified School District (BUSD) is providing COVID-19 testing for students and staff.

Discussion/Issues:
COVID response will remain as flexible as possible given the nature of continually changing needs. First and foremost, the safety of students and staff is priority. BUSD recognizes the toll COVID has taken on everyone these last two years. Keeping in mind that responsible COVID readiness takes careful monitoring and maintenance, the District will strive to balance sensible and timely reaction and financial stewardship.

For the last month (post Omicron surge) BUSD has tested just over 2,000 students weekly. Testing continues to be conducted by Vital Health via an opt-in registration. Secondary schools provide the testing opportunity during school hours and every BUSD student has the ability to test at three open clinics weekly after school hours. These tests are eligible for Federal Emergency Management Agency (FEMA) funding but we still need to follow an application process and our request must go through an approval process. To this point, we have had our requests approved and will continue to go through the process for as long as we feel it is needed or until FEMA denies our requests. Fortunately, case numbers in Los Angeles County have continued their downward trend over the last many weeks. Mask mandates are relaxing as numbers have dipped below County benchmarks.

In February, BUSD provided all staff members with enough at-home test kits for weekly testing through the end of March, which takes us to after spring break. Should conditions change, we have additional test kits on hand we can distribute to staff for further testing.

BUSD will follow Los Angeles County guidelines as we progress forward.

The District, within our resources, strives to provide multiple solutions to reduce the spread of COVID. BUSD currently has an ample on-hand inventory of at home testing kits. We hope to be able to maintain a supply such that we can react to spot concerns or an initial reaction to potential surging. At home tests have expiration dates and there will be a balance between carrying inventory as an insurance policy and financial realities.

BUSD continues a partnership with Vital Health as a testing provider.

BUSD will explore a merge into an Los Angeles County Department of Public Health (LACDPH) program that would allow designated BUSD health staff to utilize tests, training, and processes within the program to have the ability to test on site with our District Health Staff. This could be a foundational support for transitioning to an endemic process. As we learn more about this program and its benefits, we will also keep in mind any significant impact to work load or processes to our Health Staff and be mindful of the impact to our valuable human resources.

BUSD will continue communication to the community on District supports, Los Angeles County guidelines and information, and other opportunities that we will have access to so that families can navigate COVID solutions outside of the school setting as well.

What's on the short-term horizon: BUSD plans to continue weekly opt-in testing with Vital Health at least through April. With the loosening of masking mandates, our own Spring Break schedule coming early in the season and LAUSD Spring Break coming a little later, the opportunity for our students to have access to consistent weekly testing should they want it makes sense. Vital Health is currently being financed through our FEMA funding which is still in place for the time being.

In an effort to keep COVID spread to a minimum after a week away from school, at home test kits will be distributed to every BUSD student so that they may easily test at the end of Spring Break before returning to school. Test kits will be delivered to schools on Monday, March 14 and Tuesday, March 15 for distribution to every BUSD student that same week. Each student is asked to test on Sunday, March 27 before returning to school after Spring Break and again on Sunday, April 3. The box containing the two (2) tests will have a sticker with a QR code for easy reporting upon each test being taken.



In addition, to the brief instructions for reporting on every box, a letter will accompany the boxes that will also include instructions should a test come back positive.

BUSD plans to utilize on hand at home testing kits for a COVID check point to begin Summer School as well.

BUSD continues to evaluate the needs for the return to school in August, Thanksgiving break, and Winter Break. This will include information provided by Los Angeles County regarding the health conditions and guidelines established at the time decisions need to be made. Further, funding availability is constantly evaluated and, as COVID situations have become a long-lasting consideration within our schools, funding is a reality that we must always consider as we progress forward. As such, to create plans too far in advance will not best serve our community. This is not to say BUSD won't continue with District-wide testing and procedures but that we will monitor case trends, place the health of students at our forefront, consider funding situations, and follow County guidelines prior to making decisions.

Fiscal Impact
None. This is a report only.

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, will introduce Toby Black, the District's Testing Coordinator, who will report on the COVID-19 Testing Plan, as presented.

Burbank Unified School District
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Ruthie DiFonzo, Senior Administrative Assistant
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	March 17, 2022
SUBJECT:	Report on the 2020-2021 Annual Financial Report and the Financial and Performance Audits of the Proposition 39 General Obligation Bonds Building Fund Measure S Program

---

Background:

Annually the District must employ an independent auditing firm to perform an audit of the District's finances in accordance with the audit guide published by the state Department of Finance. The District employs the auditing firm on behalf of the State, and their work product is submitted directly to the Los Angeles County Office of Education to be forwarded to the State at the same time that District staff receive the final copy. Once the State indicates to the District in writing that it has accepted the audit as compliant with its guidelines, the District may release final payment to the audit firm. The annual District audit is to be completed and published by mid-December.

Discussion/Issues:

The firm of CliftonLarsonAllen (CLA) have performed the District's annual audit for the past several years. A principal of that firm will be present at the Board meeting to give the Board and public an overview of the audit and to answer any questions the Board may have.

Additionally, CLA conducted a financial and performance audit of the Proposition 39 General Obligation Bonds Building Fund Measure S program and will present an overview of this audit to the Board.

Financial Impact:

None.

Recommendations:

Debbie Kukta, Assistant Superintendent, Administrative Services, will introduce Gema Ptasinski and Sophia Kuo, Certified Public Accountants of CliftonLarsonAllen LLP (CLA), who will review the 2020-2021 Annual Financial Report and the $110 million Measure S General Obligation Bond program report, as presented.

Burbank Unified School District
Independent Audit Results
June 30, 2021

Presented by
Gema Ptasinski, CPA, Principal
Sophia Kuo, CPA, Director

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Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor

Audit Purpose

Issue an opinion on the fairness of the financial statements

*Education Code Section 41020
*California Department of Education/State Controller's Office/Education Audit Appeals Panel
*Office of Management and Budget (OMB)

Fiduciary responsibility

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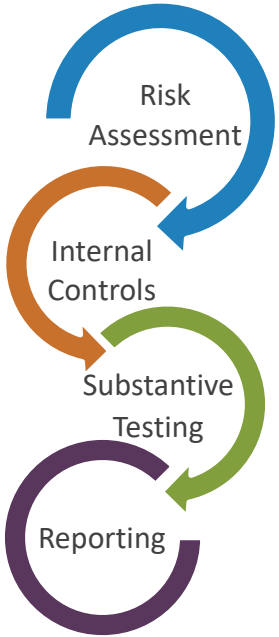
Audit Process—Risk Based Approach



Risk Assessment

- Inquiries of management & governance
- Preliminary analytic procedures

Internal Controls

- Obtain an understanding
- Walkthrough key controls

Substantive Work

- Confirmation of banking and investment relationships
- Revenue recognition
- Substantive testing on significant account balances and transactions
- Element of unpredictability

Reporting

- Audited financial statements
- Governance letter

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Governance Communication

Overall

- Unmodified opinion
- No changes in the scope of the audit
- No changes in significant accounting policies
- GASB 84, Fiduciary Activities was adopted

Estimates – Government-wide Financial Statements

- Local Control Funding Formula
- Useful life of District's capital assists
- Note 12: OPEB (GASB 68 and 71) - $75 million
- Note 13: STRS & PERS Pension Liability (GASB 74 and 75):
  - Proportionate share of net pension liability of $197.6 million

Other Communications

- No difficulties or disagreements
- Two audit adjustments (page 85) – LCFF and Child Development
- Proposed adjustments - Site and ASB bank accounts, Child Development Grant, E-Rate project assets

Other Findings

- No internal control material weaknesses
- Significant deficiency noted due to audit adjustment

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Financial Statement Highlights – Statement of Net Position

Summary of Statement of Net Position	Governmental Activities 2020	Governmental Activities 2021	Total Change
Assets			
Noncapital Assets	$ 66.5	$ 121.7	$ 55.2
Capital Assets	277.5	266.7	(10.8)
Total Assets	344.0	388.4	44.4
Deferred Outflows of Resources			
Deferred Loss on Refunding	-	6.7	6.7
Deferred Outflows of Resources - OPEB	24.9	21.7	(3.2)
Deferred Outflows of Resources - Pensions	47.7	42.4	(5.3)
Total Deferred Outflows of Resources	72.6	70.8	(1.8)
Liabilities			
Current Liabilities	23.7	63.8	40.1
Long-Term Liabilities	446.0	464.6	18.6
Total Liabilities	469.7	528.4	58.7
Deferred Inflows of Resources			
Deferred Inflows of Resources - OPEB	4.6	3.9	(0.7)
Deferred Inflows of Resources - Pensions	11.7	7.5	(4.2)
Total Deferred Inflows of Resources	16.3	11.4	(4.9)
Net Position			
Net Investment in Capital Assets*	136.9	122.8	(14.1)
Net Position Legally Restricted	31.8	39.1	7.3
Net Position Unrestricted	(238.1)	(242.5)	(4.4)
Total Net Position	$ (69.4)	$ (80.6)	$ (11.2)

* 2020 accreted interest was reclassified from net investment in capital assets to unrestricted

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Financial Statement Highlights – Statement of Activities

Summary of Statement of Activities	Governmental Activities 2020	Governmental Activities 2021	Total Change
General Revenue:			
Property Taxes - General Purposes	$ 53.0	$ 58.4	$ 5.4
Property Taxes - Debt Service	13.0	14.2	1.2
Property Taxes - Other Specific Purposes	1.4	1.7	0.3
Federal/State Aid	90.9	82.9	(8.0)
Interest/Investment Earnings	1.3	1.1	(0.2)
Miscellaneous	0.5	0.1	(0.4)
Total General Revenues	160.1	158.4	(1.7)
Net Expenditures after Program Revenues for:			
Instruction and Instruction-Related Services	115.0	111.0	(4.0)
Pupil Services	12.1	9.6	(2.5)
General Administration	11.6	12.0	0.4
Plant Services	15.0	13.4	(1.6)
Ancillary, Community, and Enterprise	1.1	0.9	(0.2)
Other Outgo	1.2	1.4	0.2
Debt Service	8.6	9.7	1.1
Depreciation (Unallocated)	10.9	13.5	2.6
Total Expenditures	175.5	171.5	(4.0)
Change in Net Position	(15.4)	(13.1)	2.3
Net Position, Beginning of Year as Originally Stated	(54.0)	(69.4)	(15.4)
Adjustment for Cumulative Effect of Change In Accounting Principal (Note 17)	-	1.9	1.9
Net Position, End of Year	$ (69.4)	$ (80.6)	$ (11.2)

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General Fund Trend

	2022 (Budgeted)	2021	2020	2019
Total Revenues	$ 169,847,112	$ 189,896,240	$ 179,181,244	$ 173,848,038
Total Expenditures	178,350,486	174,378,151	174,177,402	175,444,762
Other Financing Sources (Uses)	(376,513)	(1,077,674)	(575,132)	(823,966)
Change in Fund Balance	(8,879,887)	14,440,415	4,428,710	(2,420,690)
Ending Fund Balance	$ 21,906,941	$ 30,786,828	$ 16,346,413	$ 11,917,703
Available Reserve	$ 10,843,135	$ 13,013,723	$ 7,335,207	$ 5,237,016
Available Reserve %	6%	7%	4%	3%
ADA - P2	14,709	14,733	14,720	14,606
Total Long-Term Liabilities	$ 464,607,723	$ 479,150,821	$ 459,263,002	$ 438,452,169

Reserve levels meet the minimum 3% required State reserve. The Government Finance Officers Association (GFOA) recommends 60 days of operating expenses in reserves.

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Federal and State Program Audit - Results

- Federal Program Audit:
  - Unmodified Opinion on Compliance
  - No material weaknesses or significant deficiencies in internal control
  - Program Tested:
    - *Covid -19 - Coronavirus Relief Fund (Learning Loss Mitigation Funds)*
    - *Covid-19 Education Stabilization Fund (ESSER)*
    - *Title 1*
  - District qualifies as a low-risk auditee

- State Program Audit:
  - Required program testing can be found on page 98
  - Unmodified Opinion on Compliance
  - No current year and prior year compliance findings

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Measure S Financial and Performance Audit

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Financial Results

- Unmodified opinion (page 1)
- No changes in the scope of the audit
- No changes in significant accounting policies
- No material weaknesses or significant deficiencies

Performance Results

- No items of non-compliance noted for expenditures tested
- Selected 83% of total expenditures of $1,797,116, excluding salaries
- Selected 100% of salary and benefits of $19,361 to perform testing

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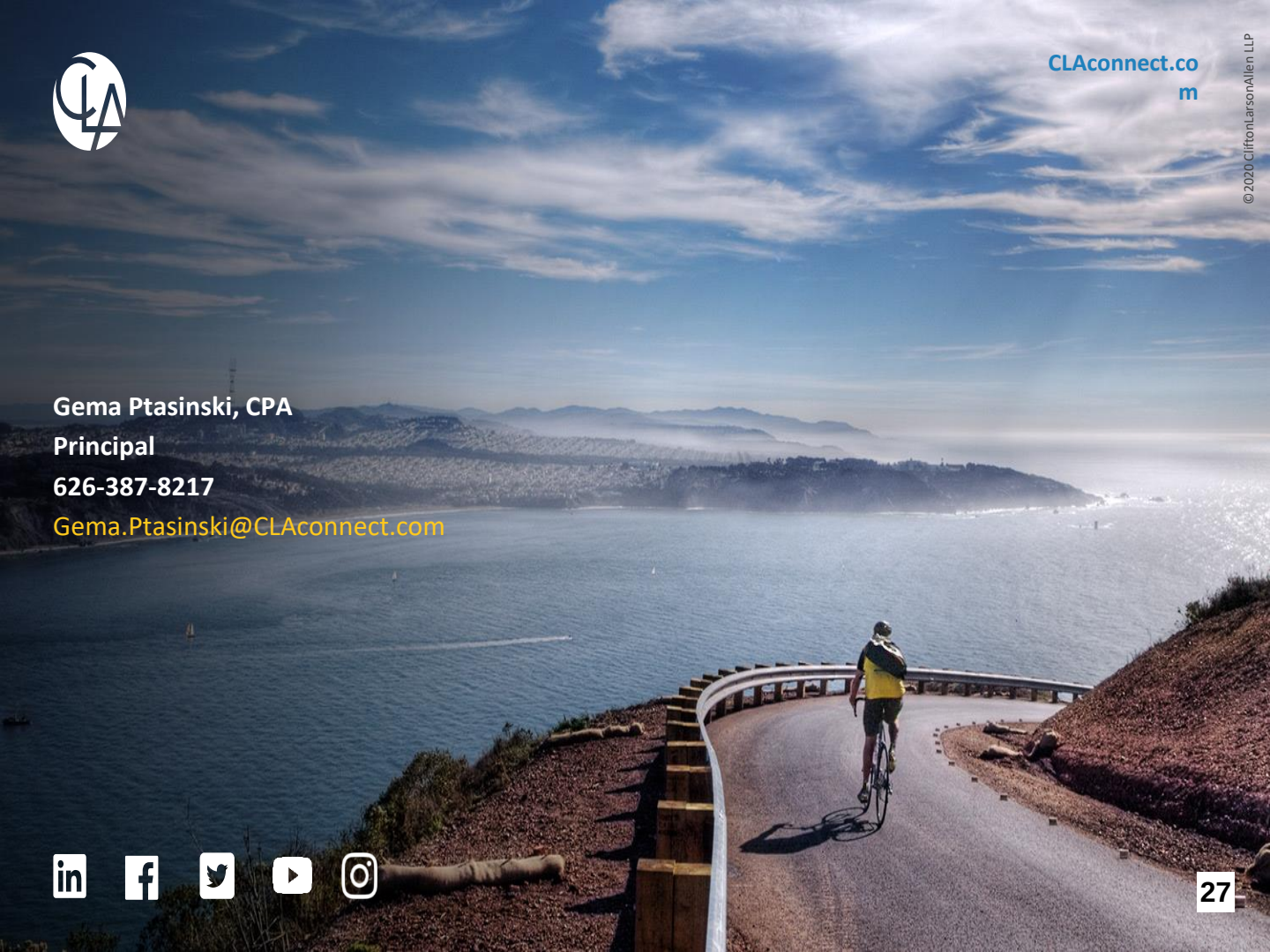
Accounting Standards Update

Statement No. 87 – Leases: The objective of the statement is to improve the accounting and financial reporting for leases by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases. Inflows of resources or outflows of resources will be recognized based on the payment provisions of the contract. The statement establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. The statement was originally effective for the fiscal year 2020-21, it has been postponed to fiscal year 2021-22.



CLAconnect.com

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Principal
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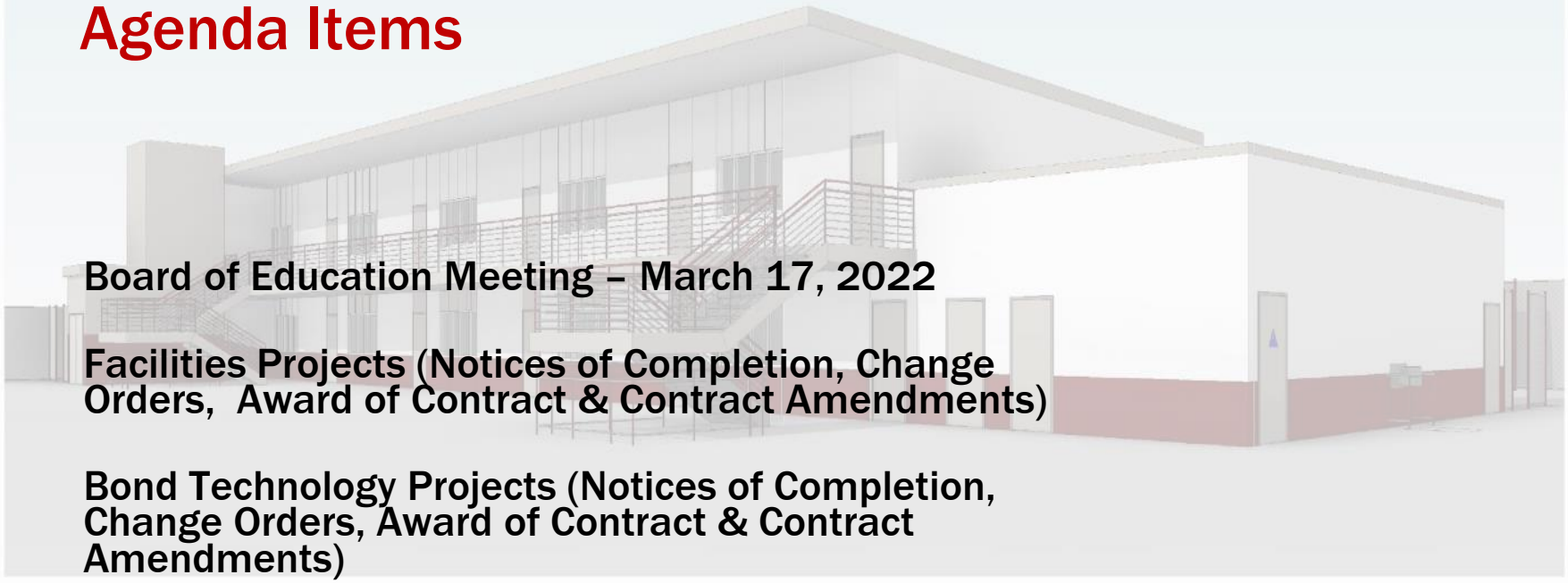
Facilities/Technology
Board of Education
Agenda Items



Board of Education Meeting – March 17, 2022

Facilities Projects (Notices of Completion, Change Orders, Award of Contract & Contract Amendments)

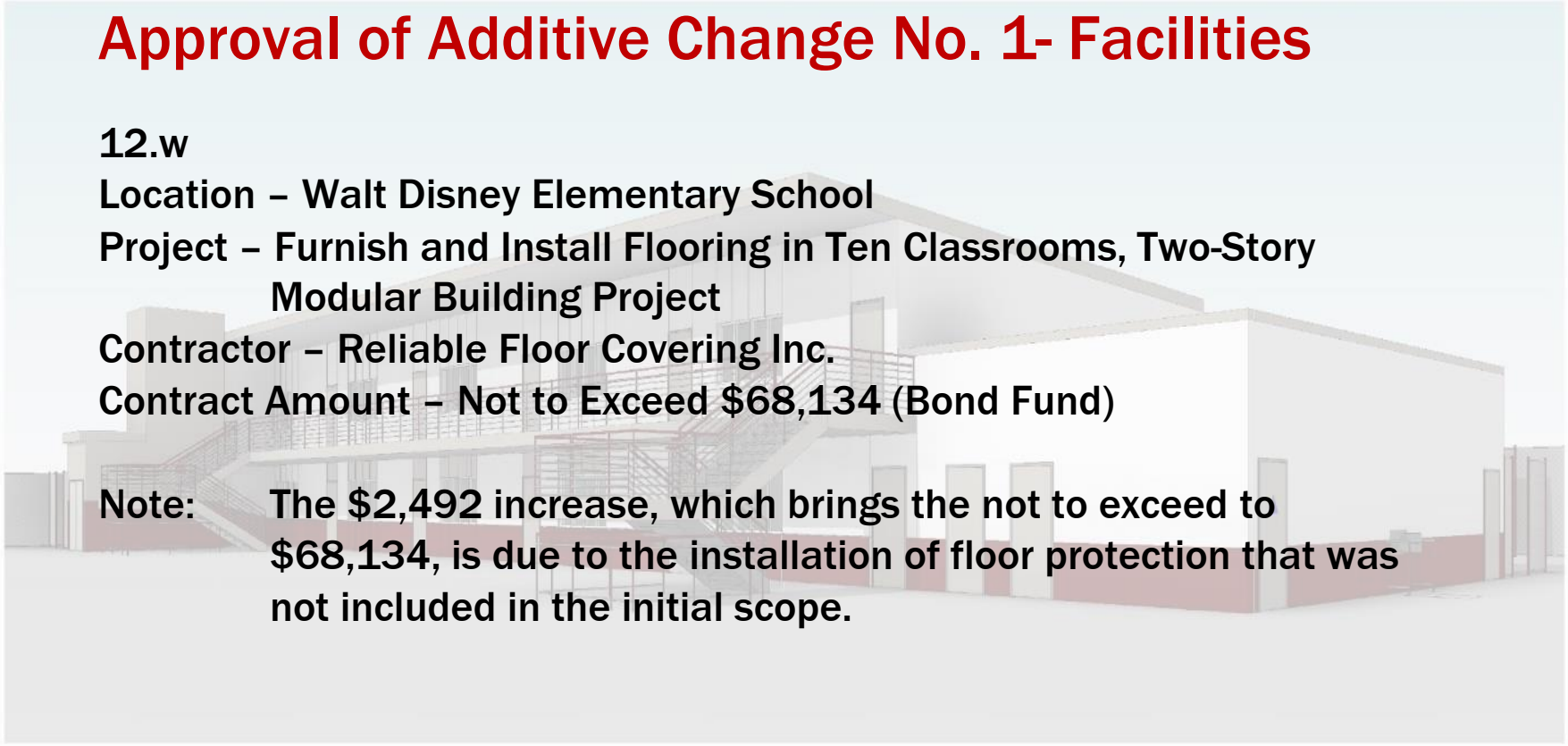
Bond Technology Projects (Notices of Completion, Change Orders, Award of Contract & Contract Amendments)

NEW CLASSROOM BUILDING
WALT DISNEY ELEMENTARY SCHOOL

Approval of Additive Change No. 1- Facilities

12.w
Location – Walt Disney Elementary School
Project – Furnish and Install Flooring in Ten Classrooms, Two-Story Modular Building Project
Contractor – Reliable Floor Covering Inc.
Contract Amount – Not to Exceed $68,134 (Bond Fund)

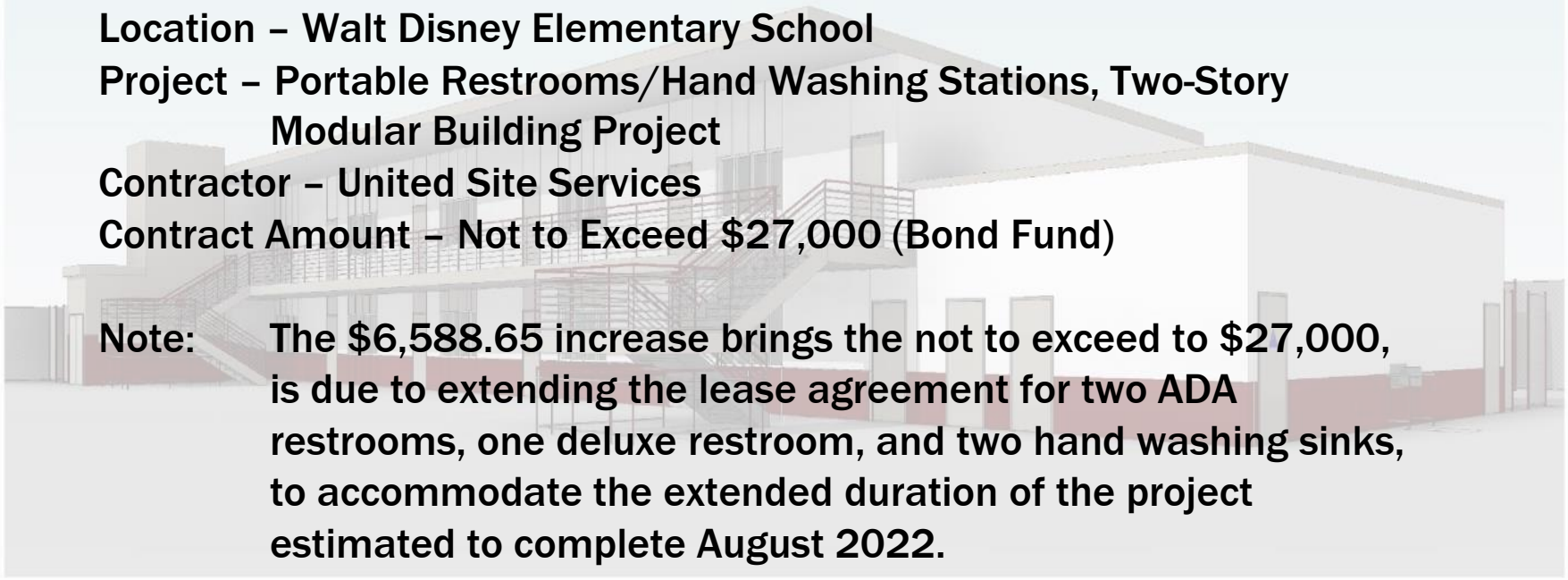
Note: The $2,492 increase, which brings the not to exceed to $68,134, is due to the installation of floor protection that was not included in the initial scope.



Approval of Additive Change No. 2- Facilities

12.x
Location – Walt Disney Elementary School
Project – Portable Restrooms/Hand Washing Stations, Two-Story Modular Building Project
Contractor – United Site Services
Contract Amount – Not to Exceed $27,000 (Bond Fund)

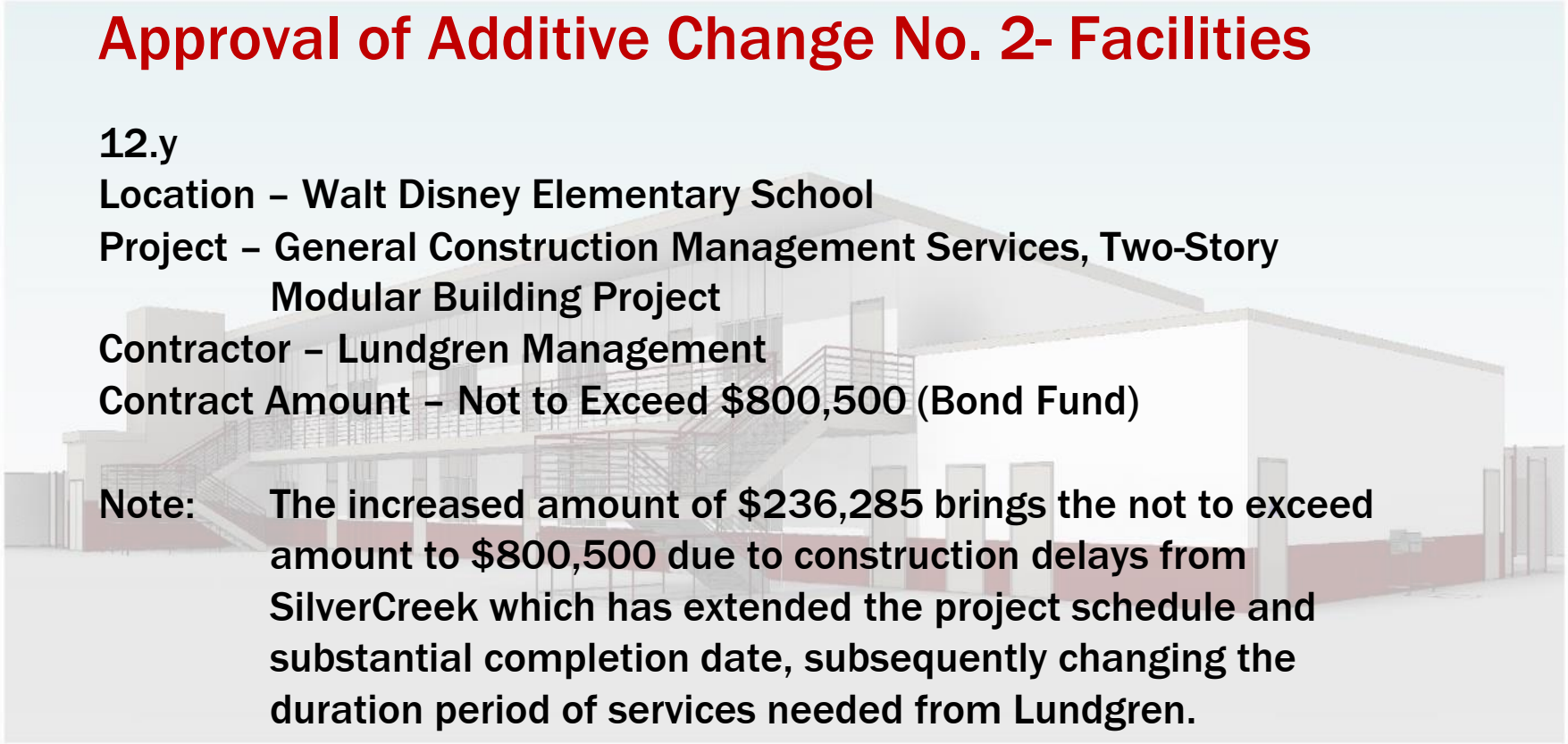
Note: The $6,588.65 increase brings the not to exceed to $27,000, is due to extending the lease agreement for two ADA restrooms, one deluxe restroom, and two hand washing sinks, to accommodate the extended duration of the project estimated to complete August 2022.



Approval of Additive Change No. 2- Facilities

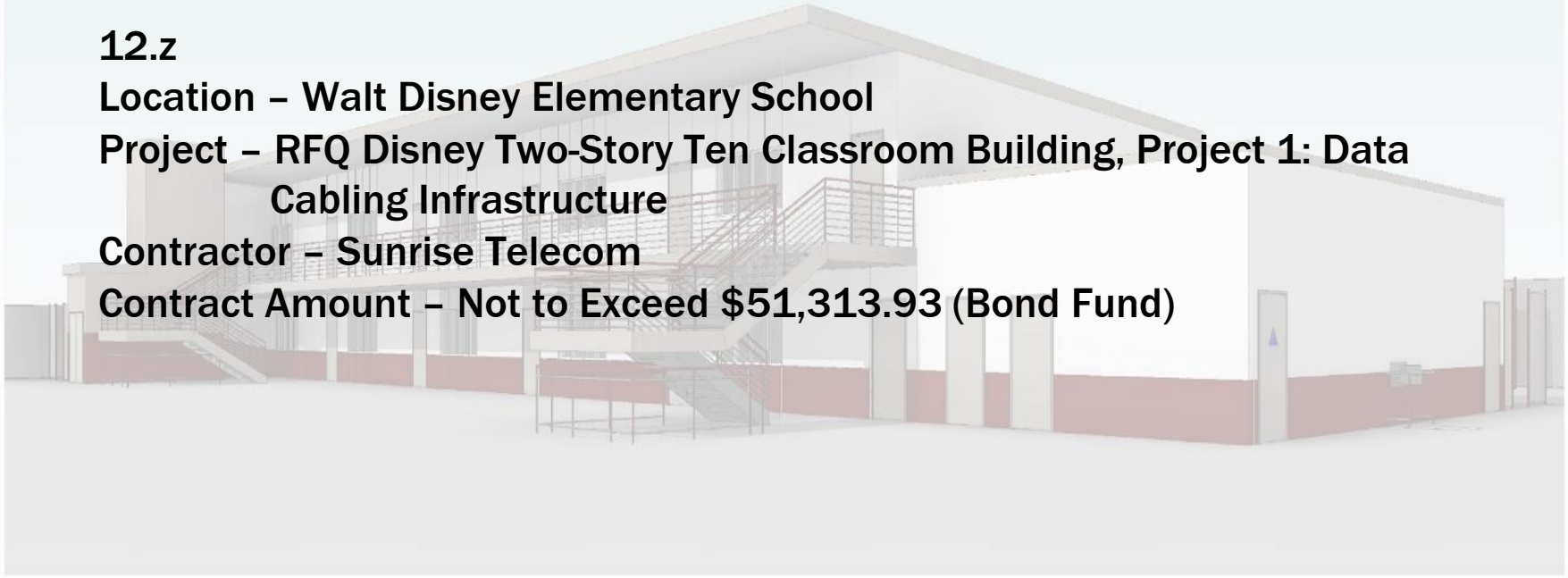
12.y
Location – Walt Disney Elementary School
Project – General Construction Management Services, Two-Story Modular Building Project
Contractor – Lundgren Management
Contract Amount – Not to Exceed $800,500 (Bond Fund)

Note: The increased amount of $236,285 brings the not to exceed amount to $800,500 due to construction delays from SilverCreek which has extended the project schedule and substantial completion date, subsequently changing the duration period of services needed from Lundgren.



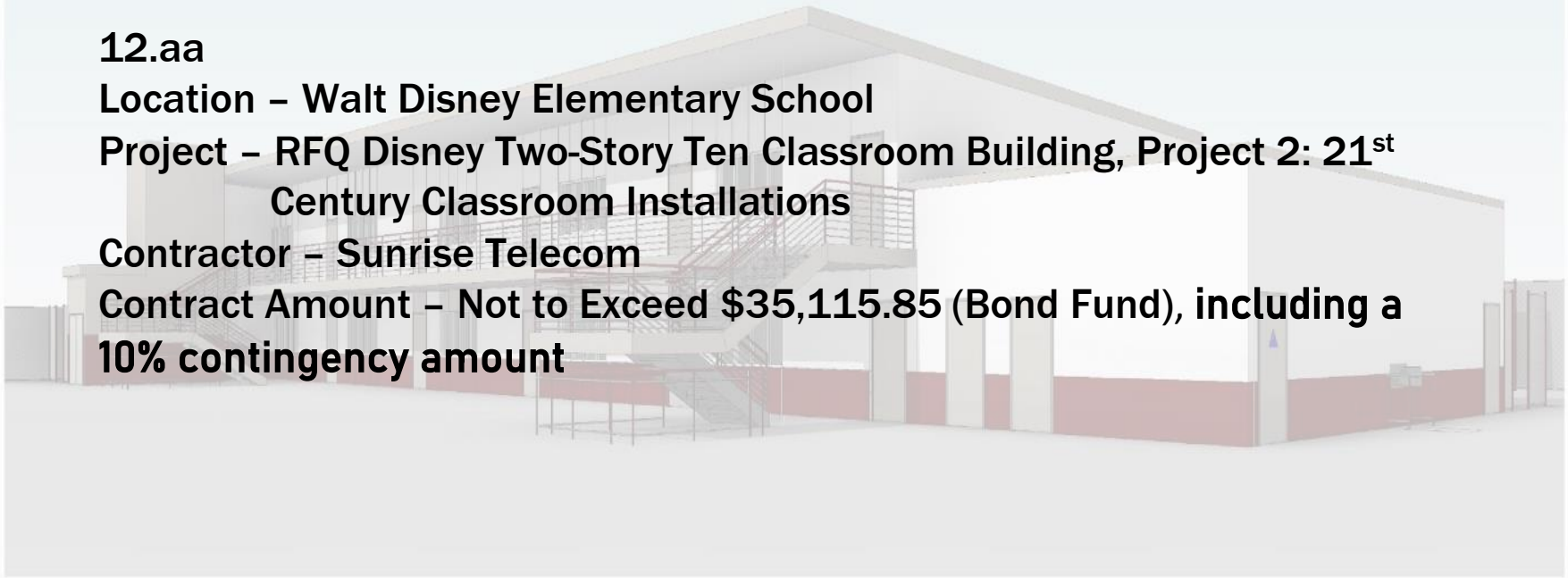
Approval of Award of Contract- Technology

12.z
Location – Walt Disney Elementary School
Project – RFQ Disney Two-Story Ten Classroom Building, Project 1: Data Cabling Infrastructure
Contractor – Sunrise Telecom
Contract Amount – Not to Exceed $51,313.93 (Bond Fund)



Approval of Award of Contract- Technology

12.aa
Location – Walt Disney Elementary School
Project – RFQ Disney Two-Story Ten Classroom Building, Project 2: 21st Century Classroom Installations
Contractor – Sunrise Telecom
Contract Amount – Not to Exceed $35,115.85 (Bond Fund), **including a 10% contingency amount**



Burbank Unified School District
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Alyssa Low, Director, Fiscal Services
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	March 17, 2022
SUBJECT:	Approval of the Updated Fiscal Stabilization Plan Required by Los Angeles County Office of Education (LACOE) Based on the First Interim Reporting

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Background:

The Los Angeles County Office of Education (LACOE) requires the District to approve a Fiscal Stabilization Plan based on its First Interim Report submitted in December 2021. The plan should be based on the most current information available as well as unfavorable assumptions to demonstrate the District's ability to address adverse scenarios.

Discussion/Issues:

In the letter to the Board President dated January 20, 2022, LACOE concurred with the District's positive certification in the First Interim Report. However, concern was expressed regarding the projected trend of deficit spending and its impact on the District's ability to maintain the required reserve for economic uncertainty (REU) levels in future years. Because of the effects of these potential shortfalls, LACOE specifically requires a Fiscal Stabilization Plan with the 2021-22 Second Interim Report.

At the January presentation of the Governor's Proposed 2022-23 budget, the Governor included a proposal to aid the significant decline in enrollment schools across the State are experiencing. Rather than being funded on Ed Code (EC 42238.05(a)(1)), which is based on the greater of current year average daily attendance (ADA) or prior year ADA, the Governor proposed that funding would be based on the greater of current year average daily attendance (ADA), prior year ADA, or *computed average ADA* using the prior three years' ADA. This change is to turn the steep ADA decline, which in turn is a decline in funding, into an ADA softer landing. This proposed solution to the way districts would be funded in Fiscal Year 2022-23, and 2023-24 is based on the actual current projections and prior year ADA averaged out. The difference in revenue the District would receive with this 'softer landing' approach is set aside in the ending fund balance of the multi-year projection since it is not guaranteed legislation as of Second Interim.

- This results in additional in LCFF funding:
  - 2022-23 $6,740,212 in additional LCFF funding
  - 2023-24 $4,725,255 in additional LCFF funding
  - The additional funding is set aside in the ending fund balance until the proposed trailer bill is approved on July 1. More information will be forthcoming once the Governor's May Revision to his proposed budget is presented.
- Should the proposed computed average ADA bill pass, the District can remove its "further reductions should average ADA not pass" ($4,500,000) from the fiscal stabilization plan, and meet its 3% REU.

In 2022-23 and 2023-24, the general fund was to resume paying for the cost of OPEB as it has spent down the board-approved $3.5 million allowable withdrawal from Fund 71. However, as part of the Fiscal Stabilization Plan, the District is proposing the Board approve to continue to draw down Fund 71.

- Savings would be $1,300,000 each fiscal year for a total savings of $2,600,000.
    - It is projected that the general fund will need to resume its contribution in the 2024-25 fiscal year.

The Governor's projected 2022-23 budget presented this past January provided new assumptions that now affect the 2022-23 and 2023-24 fiscal year. The cost of living adjustment (COLA) changed:

- Changes in COLA from First Interim to Second Interim
    - 2022-23 2.48%
    - 2022-23 5.33%
        - Additional $3,700,000 in LCFF funding
    - 2023-24 3.11%
    - 2023-24 3.64%
        - Additional $4,600,000 in LCFF funding

Along with the changes in COLA, LCFF revenue, and OPEB, Attachment A itemizes additional proposed reductions which are in place within the multi-year projection as part of the proposed fiscal stabilization plan:

The proposed Fiscal Stabilization Plan is attached. (Attachment A)

Fiscal Impact:

As stated above.

Recommendation:

Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve the Fiscal Stabilization Plan, as presented.

Attachment A: Fiscal Stability Plan of Proposed Reductions

Proposed Fiscal Stability Plan	2022-23	2023-24
Management		
Frozen Positions		
• Emergency Planning/Safety Coordinator	64,000	64,000
• Supervisor M&O		85,430
• Technology Services Manager	84,300	84,300
• Assistant Principal	122,000	122,000
Certificated		
• Teachers – 18.0 FTE – due to declining enrollment	1,216,000	1,216,000
• Teachers – 10.0 FTE – due to declining enrollment		675,740
Frozen Positions		
• TOSA – 2.0 FTE	144,000	144,000
• Intervention	45,000	45,000
Benefits associated with the listed positions	567,400	852,500
OPEB Savings	1,300,000	1,300,000
Further reductions should ADA average not pass		4,500,000
Total Proposed Reductions	**$3,542,700**	**$9,088,970**

Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	John Paramo, Assistant Superintendent, Educational Services
PREPARED BY:	John Paramo, Assistant Superintendent, Educational Services
SUBMITTED BY:	Laura Erisman, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Adoption of Resolution 30 Recognizing March 31, 2022 as Cesar Chavez Day

---

Background:

On March 31, 2008, while a senator, Barack Obama endorsed the idea of creating a national holiday in Chavez's honor: "Chavez left a legacy as an educator, environmentalist, and a civil rights leader. And his cause lives on. As farm workers and laborers across America continue to struggle for fair treatment and fair wages, we find strength in what Cesar Chavez accomplished so many years ago. And we should honor him for what he's taught us about making America a stronger, more just, and more prosperous nation. That's why I support the call to make Cesar Chavez's birthday a national holiday. It's time to recognize the contributions of this American icon to the ongoing efforts to perfect our union."

Grassroots organizations continued to urge creation of such a national holiday; and, on March 30, 2011, Obama as president reiterated his support: "Cesar Chavez's legacy provides lessons from which all Americans can learn."

Discussion / Issues:

Cesar Chavez born March 31, 1927 – April 23, 1993 was an American farm worker, labor leader and civil rights activist, who, with Dolores Huerta, co-founded the National Farm Workers Association (later the United Farm Workers union, UFW).

It is commemorated to promote service to the community in honor of Cesar Chavez's life and work. Some state government offices, community colleges, libraries, and public schools are closed. Americans are urged to "observe this day with appropriate service, community, and educational programs to honor Cesar Chavez's enduring legacy."

Fiscal Impact:

None

Recommendation:

John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education adopt Resolution 30 Recognizing March 31, 2022 as Cesar Chavez Day in the Burbank Unified School District, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
Resolution

RESOLUTION 30 RECOGNIZING MARCH 31, 2022 AS CESAR CHAVEZ DAY

WHEREAS, California has established an official holiday, Cesar Chavez Day, to honor Latino labor leader Cesar Chavez; and

WHEREAS, Cesar Chavez Day is intended to promote education, celebration and service to the communities of California in honor of Chavez' life and work; and

WHEREAS, Cesar Chavez was a great leader who fought injustice and created a coalition for civil rights, battling racial and economic discrimination against Chicano residents; and

WHEREAS, Cesar Chavez, adhering to the principles of non-violence, co-founded the National Farm Workers Association alongside Dolores Huerta, highlighting the important role women have played in every civil rights struggle and labor movement; and

WHEREAS, Cesar Chavez was instrumental in the development of the 1975 Agricultural Labor Relations Act which assisted farm workers in receiving higher pay, family health coverage, pension benefits and other contract protections; and

WHEREAS, Cesar Chavez in 1994 became the first Mexican-American recipient of the Presidential Medal of Freedom, the highest civilian honor awarded in the United States of America.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Burbank Unified School District hereby recognizes Cesar Chavez and the celebration of Cesar Chavez Day on March 31, 2022.

I HEREBY CERTIFY that Resolution 30 was approved and adopted by the Board of Education of the Burbank Unified School District at a regular meeting held on the 17th day of March 2022.

Ayes:
Noes:
Abstain:
Absent:

_____
Emily Weisberg
Clerk, Board of Education

Burbank Unified School District
Office of the Superintendent

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Matt Hill, Superintendent
PREPARED BY:	Kimberley Clark, Executive Assistant to the Superintendent
SUBMITTED BY:	Kimberley Clark, Executive Assistant to the Superintendent
DATE:	March 17, 2022
SUBJECT:	Adoption of Resolution 31 – Proclaiming April 2022 as the Burbank Unified School District's Genocide Remembrance Month

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Background:

April is recognized as a month of remembrance by many global communities that have been affected by inhumane activities throughout history as they remember the Holocaust; Armenian Genocide; Assyrian Genocide; Cambodian Genocide; Chechen Genocide; Native American Genocide; Rwandan Genocide; Srebrenica Genocide; Biafra; Darfur; the Irish and Ukrainian Famines; the brutal regimes of Mao and Stalin; and more recently, the atrocities occurring in Syria and Ukraine, to name just a few.

The term Genocide is defined as the deliberate and systematic extermination of a large group of people based solely on their culture, ethnicity, physical characteristics, political affiliation, race, religion, sexual orientation, and/or tribal identity. Many families residing in the city of Burbank have members, including students enrolled in Burbank schools, who have been affected by these egregious acts.

Discussion/Issues:

The State of California has been at the forefront of encouraging and promoting a curriculum relating to human rights and genocide in order to empower future generations to prevent recurrence of these atrocities. The Burbank Unified School District supports these educational efforts. The formal resolution that follows expresses recognition of these historic events and confirms support for providing educational opportunities for District faculty and students as well as the community at large to increase their understanding.

Fiscal Impact:

None

Recommendation:

Matt Hill, Superintendent, recommends that the Board of Education adopt Resolution 31 – Proclaiming April 2022 as the Burbank Unified School District's Genocide Remembrance Month, as presented.

RESOLUTION 31 PROCLAIMING APRIL 2022 AS THE BURBANK UNIFIED SCHOOL DISTRICT'S THE GENOCIDE REMEMBRANCE MONTH

WHEREAS: "Those who cannot remember the past are condemned to repeat it" is a quote widely ascribed to Winston Churchill, but was actually coined by the 19th century philosopher George Santayana; and

WHEREAS, April is recognized as a month of remembrance by many global communities that have been affected by inhumane activities throughout history, as they remember the Holocaust; Armenian Genocide; Assyrian Genocide; Cambodian Genocide; Chechen Genocide; Native American Genocide; Rwandan Genocide; Srebrenica Genocide; Biafra; Darfur; the Irish and Ukrainian Famines; the brutal regimes of Mao and Stalin; and more recently, the atrocities occurring in Syria and Ukraine, to name just a few; and

WHEREAS, the term Genocide, used herein, is defined as the deliberate and systematic extermination of a large group of people based solely on their culture, ethnicity, physical characteristics, political affiliation, race, religion, sexual orientation and/or tribal identity; and

WHEREAS, the City of Burbank and the Burbank Unified School District include many families that have been touched by the horrors of these egregious acts, with some members who experienced first-hand the horror and evil of one of these events; and

WHEREAS, the State of California has been at the forefront of encouraging and promoting a curriculum relating to human rights and genocide in order to empower future generations to prevent recurrence of genocide; and

WHEREAS, the Burbank Unified School District shall continue to provide teacher-training workshops and educational resources pertaining to historic genocides, including the Holocaust and the Armenian Genocide, to all high school social studies teachers and students in accordance with law and the History-Social Science Framework for California Public Schools;

NOW, THEREFORE, BE IT RESOLVED that the Burbank Unified School District Board of Education hereby proclaims the month of April 2022 as "Genocide Remembrance Month," and in doing so, commemorates and honors the victims of Genocide, and ensures that all historically significant Genocides are objectively taught and discussed by its faculty with both the student body, and the greater community at large;

PASSED, APPROVED, AND ADOPTED this 17th day of March, 2022, at a meeting of the Burbank Unified School District Board of Education, Los Angeles County, California.

Ayes:

Noes:

Abstain:

Absent:

_____

Clerk, Board of Education

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Paulette Koss, Director, Special Education and Psychological Services
PREPARED BY:	Paulette Koss, Director, Special Education and Psychological Services
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Adoption of Resolution 32 Proclaiming April 2022 as Autism Acceptance Month

Background:

Autism Spectrum Disorder (ASD), or autism, is a developmental disability that can lead to significant communication, social, and behavioral challenges.

Decades ago a nationwide effort to promote autism awareness began. The goal was to enlighten people about autism and provide opportunities for people with autism to achieve their highest quality of life.

Across the United States, the month of April was previously widely recognized as Autism Awareness Month. Many local government agencies and school districts have joined this campaign of acceptance, understanding, and advocacy.

Discussion/Issues:

Burbank Unified School District (BUSD) currently services over 450 students diagnosed with autism. The number of children diagnosed continues to increase worldwide. According to 2021 statistics from the Centers for Disease Control and Prevention, about one out of forty-four children born in the United States are diagnosed with autism.

BUSD provides a full continuum of services and supports for students with autism. These can range from and include support in the General Education Classroom setting, support in a Resource Specialist Program (RSP), receiving Specialized Academic Instruction (SAI) in a Collaborative Learning Center (CLC), receiving Related Services, and attending a Non-Public School (NPS) setting.

For the past few years, some of our schools and programs have joined the autism community by celebrating Autism Awareness Month, and by wearing blue shirts on April 2nd, which was previously World Autism Awareness Day. This day had been commemorated by famous landmarks being lit up in blue. Each year, prior to the current pandemic, our elementary schools that serve many of our students with autism, engaged in multi-faceted commemorations. For example, at George Washington Elementary School students and staff decorated the school's hallways with individually decorated puzzle pieces during April. The pieces were filled with artwork depicting friendship, compassion, and acceptance of differences. At Bret Harte Elementary School students and staff celebrated with hands-on activities that involved all of the students in recognizing autism and diversity.

Under the leadership of many advocacy organizations, April 2021 was recognized as Autism Acceptance Month. Intstead of using a puzzle piece as a symbol, a rainbow infinity symbol has been accepted as a more inclusive symbol to represent the diversity of the autism spectrum and neurodiversity in general. Futhermore, instead of wearing blue and lighting it up blue, a new movement called Red Instead has been started by youth with autism. They encourage people to wear red on World Autism Day, April 2nd, and show a shift to acceptance and away from simply awareness.

The District's Resolution will formally acknowledge the importance of educating everyone about autism and embracing acceptance of all neurodiversities. The Resolution will also recognize the value of being part of a community that supports individuals with differences, as well as their families and those who work with them in the district's schools.

Recommendation:

Paulette Koss, Director, Special Education and Psychological Services, recommends that the Board of Education adopt Resolution 32 proclaiming the month of April 2022 as Autism Acceptance Month, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
RESOLUTION 32

PROCLAIMING APRIL 2022 AS
AUTISM ACCEPTANCE MONTH

Whereas: Autism Spectrum Disorder (ASD), or autism, is a developmental disorder typically diagnosed during the first three years of life, often leading to significant communication, social, and behavioral challenges;

Whereas: In 2021, the Centers for Disease Control and Prevention (CDC) released data on the prevalence of autism in the United States. The Autism and Developmental Disabilities Monitoring (ADDM) Network identified about one in every forty-four children as autistic;

Whereas: Autism is diagnosed four times more often in boys than girls, but can affect anyone, regardless of race, ethnicity, or other factors;

Whereas: Early diagnosis, acceptance, and an introduction to autistic culture can lead to an increase in self-acceptance, pride, community, and support;

Whereas: Autistic individuals often benefit from specialized and community support services to ensure their health and safety and to support families' resilience as they manage the potential psychological and financial challenges autism can present;

Whereas: Burbank Unified School District is dedicated to developing and sustaining programs and resources that support autistic students and their families;

Whereas: Burbank Unified School District employs qualified and caring individuals who strive to support autistic students and their families;

Whereas: April 2022 is designated Autism Acceptance Month to increase public support for acceptance of autistic individuals and their family members, educators, and other professionals who care for and teach them.

Now, Therefore Be It Resolved: That the Board of Education recognizes Autism Acceptance Month from April 1 to April 30, 2022.

Adopted: This 17th day of March 2022 by the Board of Education of the Burbank Unified School District.

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Clerk, Board of Education

Burbank Unified School District
Office of the Superintendent

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Matt Hill, Superintendent
PREPARED BY:	Kimberley A. Clark, Executive Assistant to the Superintendent
SUBMITTED BY:	Kimberley A. Clark, Executive Assistant to the Superintendent
DATE:	March 17, 2022
SUBJECT:	Approval of Proposed Revision of Selected Board Policies and Administrative Regulations

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Background:

The Board of Education began the process of comprehensive review and revision of the entire Board Policies and Administrative Regulation Manual, contracting with the California School Boards Association (CSBA) – Governance and Management Using Technology (GAMUT), beginning in December 2005. CSBA – GAMUT provided consultation and facilitated the policy revision process. The District's continuing agreement with CSBA – GAMUT provides for suggested policy periodically throughout each calendar year.

The updates presented at this time are the December 2021 Board Policies sent to the District by CSBA. These policies have also been reviewed by a subcommittee consisting of two members of the Board of Education and appropriate administrative staff. Changes appear in red on the PDF version; text to be added is underlined and/or highlighted and text to be deleted is shown as struck through.

Discussion/Issues:

Copies of revised policies and administrative regulations will not be duplicated for general distribution. Copies may be obtained by contacting the Superintendent's Office at (818) 729-4422 or via e-mail at: KimberleyClark@burbankusd.org

Fiscal Impact:

None

Recommendation:

Matt Hill, Superintendent, recommends that the Board of Education approve the proposed revision of selected Board Policies and Administrative Regulations from the California School Boards Association (CSBA) – Governance and Management Using Technology (GAMUT), as presented.

CSBA POLICY GUIDE SHEET

December 2021

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

Board Policy 0420.42 - Charter School Renewal

Policy updated to reflect **NEW LAW (AB 130, 2021)** which extends the term by two years for all charter schools whose term expires on or between January 1, 2022 and June 30, 2025 and requires, for renewals and denials, that the most recent years for which state data is available preceding the renewal or denial decision be used in determining whether specified criteria are met if the two consecutive years preceding the renewal or denial include the 2019-20 or 2020-21 school year. Policy also updated for clarity and consistency with law.

Board Policy 1312.3 - Uniform Complaint Procedures

Policy updated to reflect **NEW LAW (AB 131, 2021)** which renumbers the license-exempt California State Preschool Program code sections, ensure consistency with the California Department of Education's 2021-22 federal program monitoring instrument, clarify that districts may not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student, add Item #3 to the section regarding "Non-UCP Complaints" that any complaint alleging that a student, while in an education program or activity as specified, was subjected to sexual harassment as defined in 34 CFR 106.30 be addressed through federal Title IX complaint procedures, and clarify in Item #5 that complaints alleging a physical safety concern that interferes with a free appropriate public education is a non-UCP complaint.

Administrative Regulation 1312.3 - Uniform Complaint Procedures

Regulation updated to delete outdated and/or repealed U.S. Department of Education's Office for Civil Rights (OCR) references and where appropriate add current OCR material, ensure consistency with the California Department of Education's 2021-22 federal program monitoring instrument, clarify posting requirements for the annual notification, compliance officer contact information and information related to Title IX, add material regarding the requirement for an administrator who is not designated as a compliance officer who receives a complaint to notify the compliance officer, clarify that districts may not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student, add descriptions to the OPTION headings for districts that do or do not allow complainants to appeal to the governing board, delete material regarding respondent being sent the investigation report at the same time it is provided to complainant as this simultaneous exchange is not required by law, amend language in regard to pursuing civil law remedies in the notice to complainants included in investigation reports for allegations of unlawful discrimination, harassment, intimidation, and bullying based on state law, clarify when either party may request reconsideration of an appeal by the Superintendent of Public Instruction, and reflect **NEW LAW (AB 131, 2021)** which renumbers the license-exempt California State Preschool Program code sections.

Exhibit(1) 1312.3 - Uniform Complaint Procedures

Exhibit updated to reflect **NEW LAW (AB 131, 2021)** which renumbers the license-exempt California State Preschool Program code sections.

Exhibit(2) 1312.3 - Uniform Complaint Procedures

Exhibit updated to reflect **NEW LAW (AB 131, 2021)** which renumbers the license-exempt California State Preschool Program code sections.

Administrative Regulation 3515.6 - Criminal Background Check for Contractors

Regulation updated to reflect **NEW LAW (AB 130, 2021)** which requires any entity, including a sole proprietor, that has a contract with a district to ensure that employees who interact with students outside of the immediate supervision and control of the student's parent/guardian or school staff have a valid criminal records summary and to immediately provide any subsequent arrest and conviction

information received pursuant to the subsequent arrest service. Regulation also updated to delete the list of service providers as the services in Items #1-5 are no longer listed in law and the services in Item #6 regarding the construction, reconstruction, rehabilitation, or repair of a school facility are considered in another portion of the regulation, delete material regarding an exception for employees with limited contact with students as it is no longer provided for in law, generalize information regarding steps that may be taken to protect the safety of students who may come in contact with employees of contracting entities, and rearrange placement of material for clarity and context.

Administrative Regulation 4217.3 - Layoff/Rehire

Regulation updated to add descriptions to the OPTION headings for the determination of "length of service" for order of layoff purposes, reflect **NEW LAW (AB 438, 2021)** which, for both merit and non-merit districts, specifies notice requirements and hearing rights districts must provide to permanent classified employees, as defined, who are subject to layoff due to lack of work or lack of funds, including that notice be given no later than March 15, and that classified staff may be reduced due to lack of work or lack of funds when the governing board determines during the time between five days after the enactment of an annual Budget Act and August 15 of the fiscal year to which the Budget Act applies that the district's local control funding formula apportionment per unit of average daily attendance for the fiscal year of the Budget Act has not increased by at least two percent. Regulation also updated to provide material regarding a permanent classified employee's request for a hearing, including a hearing before an administrative law judge in which the board makes the final decision regarding the sufficiency of the cause and disposition of the layoff, provide material regarding final notice before May 15 to employees affected by the layoff unless a continuance is granted, add material regarding notice to affected employees when classified positions are eliminated as a result of the expiration of a specifically funded program, and include that districts may release probationary classified employees without notice or hearing for reasons other than lack of work or lack of funds.

Administrative Regulation 5125 - Student Records

Regulation updated to enhance clarity by separating administrative guidance for requests involving changes to student records of current students and guidance related to requests for changes to gender or legal name of former students. Regulation also updated to move materials related to former students to end of regulation in new section - "Updating Name and/or Gender of Former Students."

Administrative Regulation 5145.3 - Nondiscrimination/Harassment

Regulation updated to clarify how district employees should handle requests by or on behalf of transgender and gender-nonconforming students when changing gender and legal name on student records. Regulation also updated to broaden the section on "Transgender and Gender-Nonconforming Students" to include support for intersex and nonbinary students and related definitions.

Board Policy 5148 - Child Care and Development

Policy updated to reflect **NEW LAW (AB 131, 2021)** which repealed the Child Care and Development Services Act from the Education Code and reenacted the laws in the Welfare and Institutions Code with responsibility for administering child care programs transferring to the California Department of Social Services (CDSS). Policy also updated to reflect **NEW LAW (AB 130, 2021)** pursuant to which a child's eligibility for transitional kindergarten may not impact family eligibility for a child care program and which requires, as a condition of funding, that a child care program that is physically closed by local or state public health order or guidance due to the COVID–19 pandemic, but funded to be operational, provide distance learning services as specified by CDSS.

Administrative Regulation 5148 - Child Care and Development

Regulation updated to reflect **NEW LAW (AB 131, 2021)** which (1) repealed the Child Care and Development Services Act from the Education Code and reenacted the laws in the Welfare and Institutions Code, (2) waives fees for families receiving subsidized child care services for 2021-22, and (3) requires a California State Preschool Program or child care program to provide a parent/guardian of a child transferring to a public school with specified information.

Board Policy 5148.2 - Before/After School Programs

Policy updated to reflect **NEW LAW (AB 130, 2021)** which (1) establishes the Expanded Learning Opportunities (ELO) Program, (2) allocates ELO funding to districts under a formula based on a district's percentage of unduplicated students and average daily attendance, (3) requires districts

receiving funds to, for the 2021-22 school year, offer access to ELO programs to all unduplicated students in grades TK-6, provide access to such programs to at least 50 percent of enrolled unduplicated students and, commencing in the 2022-23 school year, offer access to all students in grades TK-6 inclusive and ensure that access is provided to any student whose parent/guardian requests their placement in an ELO program, and (4) requires After School Education and Safety, 21st Century Community Learning Center, and ELO programs that charge family fees to schedule fees on a sliding scale that considers family income and ability to pay and to waive the cost of such fees for a student who is eligible for free or reduced-price meals.

Administrative Regulation 5148.2 - Before/After School Programs

Regulation updated to reflect **NEW LAW (AB 130, 2021)** which (1) establishes the Expanded Learning Opportunities (ELO) Program, (2) requires districts receiving ELO funds to, for the 2021-22 school year, offer access to ELO programs to all unduplicated students in grades TK-6 and to provide access to such programs to at least 50 percent of enrolled unduplicated students, (3) commencing in the 2022-23 school year, offer access to all students in grades TK-6 inclusive and ensure that access is provided to any student whose parent/guardian requests placement in an ELO program, (4) requires districts receiving grants through the California Prekindergarten Planning and Implementation Grant Program to develop a plan for how all children in the attendance area of the district will have access to full-day learning programs the year before kindergarten, (5) requires ELO programs serving transitional kindergarten and/or kindergarten students to maintain a student-to-staff member ratio of no more than 10 to 1, and (6) requires that ELO programs, for school days, provide in-person before- or after-school expanded learning opportunities that, when added to daily instructional minutes, are not less than nine hours of combined instructional time and, for intersession periods, provide in-person expanded learning opportunities of no less than nine hours per day for at least 30 non-school days. Regulation also updated to include definition of expanded learning opportunities and unduplicated student and to reflect the expectation that ELO programs will comply with all requirements for the After School Education and Safety program.

Board Policy 5148.3 - Preschool/Early Childhood Education

Policy updated to reflect **NEW LAW (AB 131, 2021)** which amended and renumbered the statutes governing the California State Preschool Program (CSPP) within the Education Code, and to reflect **NEW LAW (AB 130, 2021)** which (1) revised the timespans for mandatory transitional kindergarten (TK) admittance requirements to be phased in starting in the 2022-23 school year to the 2025-26 school year, (2) created a grant program for the construction or modernization of new preschool classrooms pursuant to the California Preschool, Transitional Kindergarten, and Full-Day Kindergarten Facilities Grant Program, (3) requires, in combination with **NEW STATE GUIDANCE**, as a condition of funding, that a CSPP program that is physically closed by local or state public health order or guidance due to the COVID–19 pandemic, but funded to be operational, provide distance learning services as specified by the California Department of Education, (4) requires districts receiving grants through the California Prekindergarten Planning and Implementation Grant Program to develop a plan for how all children in the attendance area of the district will have access to full-day learning programs the year before kindergarten, and (5) prohibits TK eligibility from impacting family eligibility for a preschool or childcare program. Policy also updated to reflect that a CSPP program may be a part-day or full-day program and that a child under four years of age must be served in a CSPP facility licensed in accordance with Title 22 of the California Code of Regulations. Additionally, policy updated to reflect **NEW LAW (AB 1363, 2021)** which requires the quality indicators for CSPP programs to include activities and services that meet the needs of dual language learners for support in the development of their home language and English.

Administrative Regulation 5148.3 - Preschool/Early Childhood Education

Regulation updated to include definitions of three- and four-year-old children and to reflect **NEW LAW (AB 131, 2021)** which (1) amended and renumbered the statutes governing the California State Preschool Program (CSPP) within the Education Code, (2) clarifies that four-year-old children who are eligible to participate in a CSPP program include those children whose fifth birthday occurs after September 1 of the fiscal year in which they are enrolled in a CSPP program and whose parent/guardian has opted to retain or enroll the child in a CSPP program, (3) requires CSPP programs to include certain components including minimum days per year for a full-day CSPP program, (4) repeals applicable code sections, (5) revises the eligibility criteria and enrollment priorities for part-day CSPP programs, (6) adds eligibility criteria and enrollment priorities for full-day CSPP programs, (7)

waives fees for families receiving subsidized child care services for the 2021-22 school year, and (8) revises the order by which families must be disenrolled from CSPP programs if disenrollment is necessary. Policy also updated to delete section on "Wraparound Child Care Services" to reflect the repeal of code sections as stated above.

Board Policy 6112 - School Day

Policy updated to reflect clarification in the California Department of Education's Frequently Asked Questions about Independent Study that minimum school day requirements for regular school attendance apply to traditional independent study programs.

Administrative Regulation 6112 - School Day

Regulation updated to reflect **NEW LAW (AB 131, 2021)** which exempts activities related to the Expanded Learning Opportunity program from the calculation of the maximum school day for kindergarten and transitional kindergarten. Regulation also updated to specify when the school day may begin for students in middle and high schools, and to move material to enhance clarity**.**

Board Policy 6143 - Courses of Study

Policy updated to (1) expand student characteristics for which districts may not provide any course separately or require or refuse participation, (2) include that the district's course of study may provide for a rigorous academic curriculum that integrates academic and career skills, includes applied learning across all disciplines, and prepares students for high school graduation and career entry, and (3) clarify that the a-g requirements for the University of California and California State University system is 15 yearlong or 30 semesters.

Administrative Regulation 6143 - Courses of Study

Regulation updated to clarify that optional instruction in prenatal care is for pregnant individuals, to reflect **NEW LAW (AB 101, 2021)** which, subject to funding in the annual Budget Act or other statute, requires a one-semester course in ethnic studies beginning in the 2025-26 school year and as a requirement for graduation beginning with students who graduate in the 2029-30 school year, clarify that the a-g requirements for the University of CaliforniBa and California State University system is 15 yearlong or 30 semesters, and add a new section "Financial Aid Requirements for Students in Grade 12 that reflects **NEW LAW (AB 132, 2021)** which (1) requires, starting in the 2022-23 school year, districts to confirm that each student in grade 12 completes and submits a Free Application for Federal Student Aid (FAFSA) to the U.S. Department of Education and/or if a student is exempt from paying nonresident tuition, a California Dream Act Application (CADAA) to the Student Aid Commission unless the student's parent/guardian, emancipated minor, or student age 18 years or older submits an opt-out form to the district, or the district, in specified circumstances, exempts the student or the student's parent/guardian from completing the FAFSA, CADAA, or opt-out form and completes and submits an opt-out form on the student's behalf, (2) requires districts to ensure that each high school student in Grade 12, and if applicable the student's parent/guardian, be directed to any support and assistance necessary to complete the FAFSA and/or CADAA, and (3) that information shared by students and parents/guardians in completing and submitting the FAFSA and CADAA is handled in compliance with the federal Family Rights and Privacy Act and applicable state law, regardless of any person's immigration status or other personal information.

Board Policy 6158 - Independent Study

Policy updated to reflect **NEW LAW (AB 167, 2021)** which relaxes certain independent study (IS) requirements with respect to any student who is unable to attend in-person instruction due to a quarantine or school closure during the 2021-22 school year and to incorporate California Department of Education program clarifications, including that a district is permitted to (1) require students who cannot participate in classroom-based instruction during the school year due to quarantine or school closure because of infection with or exposure to COVID-19 to participate in IS, (2) claim apportionment credit for such students' participation in IS for fewer than the minimum three consecutive days generally required for IS, and (3) obtain a signed written agreement from each participating student not later than 30 days after IS begins, rather than before a student may participate in IS.

Administrative Regulation 6158 - Independent Study

Regulation updated to reflect **NEW LAW (AB 167, 2021)** which permits districts to offer Independent Study (IS) to students who are unable to attend in-person instruction due to a quarantine pursuant to local or state public health guidance because of exposure to or infection with COVID-19. Regulation also revised to clarify that a student must be enrolled in school in order to participate in IS.

Board Policy 6170.1 - Transitional Kindergarten

Policy updated to reflect **NEW LAW (AB 130, 2021)** which (1) gradually revises the timespans for mandatory transitional kindergarten (TK) admittance such that, by the 2025-26 school year, children who turn four by September 1 will be eligible for TK, (2) establishes the California Prekindergarten Planning and Implementation Grant Program as an early learning initiative with the goal of expanding access to classroom-based prekindergarten programs at districts, including but not limited to TK programs, and which requires districts to develop a plan for how all children in the attendance area of the district will have access to full-day learning programs the year before kindergarten, (3) establishes the California Preschool, Transitional Kindergarten, and Full-Day Kindergarten Facilities Grant Program to provide one-time grants to school districts to construct new school facilities or retrofit existing school facilities including for the purpose of providing TK classrooms, (4) prohibits TK eligibility from impacting family eligibility for a preschool or childcare program, and (5) requires districts to maintain an average TK class enrollment of not more than 24 students for each school site and which, commencing with the 2022–23 school year, requires districts to maintain an average of at least one adult for every 12 students for TK classrooms and, contingent upon an appropriation of funding, maintain an average of at least one adult for every 10 students commencing with the 2023-24 school year. Policy also updated to reflect requirements for programs that commingle preschool-age and TK students.

Board Bylaw 9150 - Student Board Members

Bylaw updated to reflect **NEW LAW (AB 824, 2021)** which specifies circumstances under which a governing board may adjust the term of a student board member. Bylaw also updated to enhance legal accuracy and clarity.

Board Bylaw 9320 - Meetings and Notices

Bylaw updated to clarify that it is discussion among themselves, via technology, of a majority of the governing board regarding an item within the subject matter jurisdiction of the board that can result in a violation of the Brown Act, and that agenda materials are required to be made available for public inspection at the time the materials are distributed to all or a majority of the board when agenda materials relating to an open session of a regular meeting are distributed to the board less than 72 hours before the meeting. Bylaw also updated to add a new section "Teleconferencing During a Proclaimed State of Emergency" which reflects **NEW LAW (AB 361, 2021)** that (1) authorizes boards, until January 1, 2024, to conduct board meetings by teleconference, as specified, without meeting certain requirements otherwise required of teleconference meetings when holding a board meeting during a proclaimed state of emergency when state or local officials have imposed or recommend measures to promote social distancing; to determine whether, as a result of an emergency, meeting in person would present imminent risks to the health or safety of attendees; or when it has been determined, as a result of an emergency, that meeting in person would present imminent risks to the health or safety of attendees, (2) includes that the district may, in its discretion, provide a physical location from which the public may attend or comment and, (3) provides that the board may continue to conduct meetings by teleconference during proclaimed states of emergency by a majority vote finding within 30 days after teleconferencing for the first time and every 30 days thereafter that either the state of emergency continues to directly impact the ability of the board to meet safely in person or that state or local officials continue to impose or recommend measures to promote social distancing.

CHARTER SCHOOL RENEWAL

The Governing Board believes that the ongoing operation of a charter school should be dependent on the school's effectiveness in achieving its mission and goals for student learning and other student outcomes. Whenever a charter school submits a petition for renewal of its charter, the Board shall review the petition thoroughly and in a timely manner**,** consistent with the timelines set out in the Education Code. The Board shall consider renewal petitions only of charters originally authorized by the Board itself or by the State Board of Education (SBE) on appeal after initial denial by the Board.

(cf. 0420.4 - Charter School Authorization)
(cf. 0420.41 - Charter School Oversight)
(cf. 0420.43 - Charter School Revocation)
(cf. 0500 - Accountability)

The Board shall deny the renewal petition of any charter school operated as or by a for-profit corporation, a for-profit educational management organization, or a for-profit charter management organization. (Education Code 47604)

When a charter school, concurrently with its renewal petition, proposes to expand operations to one or more additional sites or grade levels, the charter school shall request a material revision to its charter. The material revision may be made only with the approval of the Board and in accordance with the standards and criteria in Education Code 47605 for material revisions. (Education Code 47607)

The Board recommends that a charter school submit its petition for renewal to the Board sufficiently early before the expiration of the term of the charter to allow the Board's deliberations and decision on the renewal petition to be completed with minimal disruption to the charter school's educational program in the renewal year.

The petition for renewal shall include a reasonably comprehensive description of how the charter school has met all new charter school requirements enacted into law after the charter was originally granted or last renewed. (Education Code 47607; 5 CCR 11966.4)

Criteria for Granting or Denying Renewal

Renewals shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605. However, a charter renewal shall not be denied based on the fiscal impact of the charter school on the district or a finding that the charter school is demonstrably unlikely to serve the interests of the entire community in which the school is located, as described in Education Code 47605. (Education Code 47607)

The signature requirement for charter authorization petitions is not applicable to petitions for renewal. (Education Code 47607; 5 CCR 11966.4)

CHARTER SCHOOL RENEWAL (continued)

In determining whether to grant a charter renewal, the Board shall review both schoolwide performance and the performance of numerically significant student subgroups on the state and local indicators included in the California School Dashboard, giving greater weight to performance on measurements of academic performance. If the Dashboard indicators are not yet available for the most recently completed academic year before renewal, the Board shall consider verifiable data provided by the charter school related to the Dashboard indicators, such as data from the California Assessment of Student Performance and Progress, or any successor system, for the most recent academic year. The Board shall only consider data from sources adopted by SBE. (Education Code 47607, 47607.2)

Following the Board's review, a renewal of the charter petition may be granted in accordance with a three-tiered system based on school performance, as follows:

1. Renewal of Five to Seven Years

   a. A charter school that is not eligible for technical assistance pursuant to Education Code 47607.3 shall be granted renewal for a period of five to seven years when, for two consecutive years immediately preceding the renewal, or for two of the most recent years for which state data is available preceding the renewal if the two consecutive years immediately preceding the renewal decision include the 2019-20 or 2020-21 school year, the charter school achieved either of the following: (Education Code 47607)

      (1) Received the two highest performance levels schoolwide on all the state indicators included in the Dashboard for which the charter school receives performance levels, provided the charter school has schoolwide performance levels on at least two measurements of academic performance per year in each of the two years

      (2) For all measurements of academic performance, received performance levels schoolwide that are the same or higher than the state average and, for a majority of numerically significant student subgroups performing statewide below the state average in each respective year, received performance levels that are higher than the state average, provided that the charter school has performance levels on at least two measurements of academic performance for at least two subgroups

   b. If the charter school satisfies the above criteria, it shall only be required to update the renewal petition to include a reasonably comprehensive description of any new requirement of charter schools enacted into law after the charter was originally granted or last renewed and, as necessary, to reflect the current program offered by the charter school. (Education Code 47607)

CHARTER SCHOOL RENEWAL (continued)

2. Renewal of Five Years

   a. A renewal shall be granted for five years if clear and convincing evidence, demonstrated by verified data, shows either of the following: (Education Code 47607.2)

      (1) Measurable increases in academic achievement, as defined by at least one year's progress for each year in school

      (2) Strong postsecondary outcomes, as defined by college enrollment, persistence, and completion rates equal to similar peers

   b. For any such charter school, the Board may deny the renewal petition only upon making written factual findings that the charter school failed to meet or make sufficient progress toward meeting standards that provide a benefit to students at the school, that the closure of the charter school is in the best interest of students, and that the Board's decision provided greater weight to performance on measurements of academic performance. (Education Code 47607.2)

3. Denial/Two-Year Renewal

   a. The Board shall generally not renew a charter if, for two consecutive years immediately preceding the renewal decision, or for two of the most recent years for which state data is available immediately preceding the renewal if the two consecutive years immediately preceding the renewal decision include the 2019-20 or 2020-21 school year, either of the following applies: (Education Code 47607.2)

      (1) The charter school has received the two lowest performance levels schoolwide on all the state indicators included in the Dashboard for which it receives performance levels, provided the charter school has schoolwide performance levels on at least two measurements of academic performance per year in each of the two years

      (2) For all measurements of academic performance, the charter school has received performance levels schoolwide that are the same or lower than the state average and, for a majority of numerically significant student subgroups performing statewide below the state average in each respective year, received performance levels that are lower than the state average, provided that the charter school has performance levels on at least two measurements of academic performance for at least two subgroups

CHARTER SCHOOL RENEWAL (continued)

b. However, the Board may grant a two-year renewal to any such charter school if the Board makes written factual findings, setting forth specific facts to support the findings, that: (Education Code 47607.2)

(1) The charter school is taking meaningful steps to address the underlying cause(s) of low performance, and those steps are reflected, or will be reflected, in a written plan adopted by the governing body of the charter school.

(2) There is clear and convincing evidence, demonstrated by verified data, showing achievement of the criteria specified in item #2a above

In addition to all the grounds stated above for denial of a charter renewal, the Board may deny renewal of a charter upon a finding that the school is demonstrably unlikely to successfully implement the program set forth in the petition due to substantial fiscal or governance factors or a finding that the school is not serving all students who wish to attend. When denying a charter renewal for either of these reasons, the Board shall provide the charter school at least 30 days' notice of the alleged violation and a reasonable opportunity to cure the violation, including the submission of a proposed corrective action plan. The Board may deny the renewal for these reasons only upon a finding that either the corrective action proposed by the charter school has been unsuccessful or that the violations are sufficiently severe and pervasive as to render a corrective action plan unviable. Any finding that a school is not serving all students who wish to attend shall specifically identify the evidence supporting the finding. (Education Code 47607)

A charter school that qualifies for the state's Dashboard Alternative School Status shall not be subject to any of the above criteria. Instead, in determining whether to grant a charter renewal for such a charter school, the Board shall consider, in addition to the charter school's performance on the state and local indicators included in the Dashboard, the charter school's performance on alternative metrics applicable to the charter school based on the student population served. The Board shall meet with the charter school during the first year of the charter school's term to mutually agree to discuss alternative metrics to be considered and shall notify the charter school of the alternative metrics to be used within 30 days of this meeting. The Board may deny a charter renewal only upon making written findings, setting forth specific facts to support the findings, that the closure of the charter school is in the best interest of students. (Education Code 47607)

Timelines for Board Action

Within 60 days of receiving the renewal petition, the Board shall hold a public hearing to review documentation submitted by the charter school, determine the level of support for the

CHARTER SCHOOL RENEWAL (continued)

petition, and obtain public input. A petition is deemed received on the day the petitioner submits a petition to the district office, along with a signed certification that the petitioner deems the petition to be complete. (Education Code 47605)

The Board shall either grant or deny the charter renewal within 90 days of receiving the petition. The date may be extended by an additional 30 days if both the petitioner and the Board agree to the extension. (Education Code 47605)

At least 15 days before the public hearing at which the Board will grant or deny the charter petition, the Board shall publish all staff recommendations and recommended findings regarding the petition. During the public hearing, petitioners shall have equal time and opportunity to present evidence and testimony to respond to the staff recommendations and findings. (Education Code 47605)

If the Board fails to make a written factual finding when required for denial of the petition pursuant to the section "Criteria for Granting or Denying Renewal" above within the required time period, the absence of a written factual finding shall be deemed an approval of the renewal petition.

The Superintendent or designee shall provide notification to the California Department of Education, within 10 calendar days of the Board's action, whenever a renewal of the charter is granted or denied. (Education Code 47604.32; 5 CCR 11962.1)

If the Board denies a renewal petition, the charter school may submit its application for renewal to the County Board of Education within 30 days of the Board's written factual findings supporting the denial. (Education Code 47605, 47607.5)

School Closure

If a charter is not renewed and the charter school ceases operation, the school closure procedures specified in the charter in accordance with Education Code 47605 and 5 CCR 11962 shall be implemented. (Education Code 47604.32, 47605)

Legal Reference: (see next page)

CHARTER SCHOOL RENEWAL (continued)

Legal Reference:
EDUCATION CODE
47600-47616.7 Charter Schools Act of 1992
52052 Definition of numerically significant student subgroup
56145-56146 Special education services in charter schools
60600-60649 Assessment of academic achievement
CODE OF REGULATIONS, TITLE 5
11962-11962.1 Definitions
11966.4 Submission of charter renewal petition
11966.5 Charter petitions that have not been renewed; submission to county board of education
UNITED STATES CODE, TITLE 20
7221-7221j Expanding opportunity through quality charter schools

Management Resources:
CSBA PUBLICATIONS
Charter Schools: A Guide for Governance Teams, rev. June 2021
WEB SITES
CSBA: http://www.csba.org
California Charter Authorizing Professionals: https://calauthorizers.org
California Charter Schools Association: https://www.ccsa.org
California Department of Education, Charter Schools: http://www.cde.ca.gov/sp/ch
National Association of Charter School Authorizers: https://www.qualitycharters.org
U.S. Department of Education: http://www.ed.gov

UNIFORM COMPLAINT PROCEDURES

The Governing Board recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages the early resolution of complaints whenever possible. To resolve complaints which may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.

Complaints Subject to UCP

The district's uniform complaint procedures (UCP) shall be used to investigate and resolve complaints regarding the following programs and activities:

1. Accommodations for pregnant and parenting students (Education Code 46015)

(cf. 5146 - Married/Pregnant/Parenting Students)

2. Adult education programs (Education Code 8500-8538, 52334.7, 52500-52617)

(cf. 6200 - Adult Education)

3. After School Education and Safety programs (Education Code 8482-8484.65)

(cf. 5148.2 - Before/After School Programs)

4. Agricultural career technical education (Education Code 52460-52462)

5. Career technical and technical education and career technical and technical training programs (Education Code 52300-52462)

(cf. 6178 - Career Technical Education)
(cf. 6178.1 - Work-Based Learning)

6. Child care and development programs (Education Code 8200-8488)

(cf. 5148 - Child Care and Development)

7. Compensatory education (Education Code 54400)

(cf. 6171 - Title I Programs)

8. Consolidated categorical aid programs (Education Code 33315; 34 CFR 299.10-299.12)

UNIFORM COMPLAINT PROCEDURES (continued)

9. Course periods without educational content (Education Code 51228.1-51228.3)

(cf. 6152 - Class Assignment)

10. Discrimination, harassment, intimidation, or bullying in district programs and activities, including in those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on a person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, immigration status, ethnic group identification, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on the person's association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 5145.71 - Title IX Sexual Harassment Complaint Procedures)

11. Educational and graduation requirements for students in foster care, homeless students, students from military families, and students formerly in a juvenile court school (Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, 51225.2)

(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)
(cf. 6173.3 - Education for Juvenile Court School Students)

12. Every Student Succeeds Act (Education Code 52059.5; 20 USC 6301 et seq.)

13. Local control and accountability plan (Education Code 52075)

(cf. 0460 - Local Control and Accountability Plan)

14. Migrant education (Education Code 54440-54445)

(cf. 6175 - Migrant Education Program)

15. Physical education instructional minutes (Education Code 51210, 51222, 51223)

(cf. 6142.7 - Physical Education and Activity)

UNIFORM COMPLAINT PROCEDURES (continued)

16. Student fees (Education Code 49010-49013)

(cf. 3260 - Fees and Charges)

17. Reasonable accommodations to a lactating student (Education Code 222)

18. Regional occupational centers and programs (Education Code 52300-52334.7)

(cf. 6178.2 - Regional Occupational Center/Program)

19. School plans for student achievement as required for the consolidated application for specified federal and/or state categorical funding (Education Code 64001)

(cf. 0420 - School Plans/Site Councils)

20. School safety plans (Education Code 32280-32289)

(cf. 0450 - Comprehensive Safety Plan)

21. School site councils as required for the consolidated application for specified federal and/or state categorical funding (Education Code 65000)

(cf. 0420 - School Plans/Site Councils)

22. State preschool programs (Education Code 8207-8225)

(cf. 5148.3 - Preschool/Early Childhood Education)

23. State preschool health and safety issues in license-exempt programs (Education Code 8212)

24. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

25. Any other state or federal educational program the Superintendent of Public Instruction or designee deems appropriate

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process for resolving a complaint in a manner that is acceptable to all parties. An ADR process such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used

UNIFORM COMPLAINT PROCEDURES (continued)

to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

The district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. For any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the Superintendent or designee shall keep the identity of the complainant, and/or the subject of the complaint if different from the complainant, confidential when appropriate and as long as the integrity of the complaint process is maintained.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125 - Student Records)
(cf. 9011 - Disclosure of Confidential/Privileged Information)

When an allegation that is not subject to UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and requirements related to UCP, including the steps and timelines specified in this policy and the accompanying administrative regulation.

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

The Superintendent or designee shall maintain a record of each complaint and subsequent related actions, including steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

(cf. 3580 - District Records)

Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be investigated and resolved by the specified agency or through an alternative process:

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services Protective Services Division or the appropriate law enforcement agency. (5 CCR 4611)

(cf. 5141.4 - Child Abuse Prevention and Reporting)

UNIFORM COMPLAINT PROCEDURES (continued)

2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services. (5 CCR 4611)

3. Any complaint alleging that a student, while in an education program or activity in which the district exercises substantial control over the context and respondent, was subjected to sexual harassment as defined in 34 CFR 106.30 shall be addressed through the federal Title IX complaint procedures adopted pursuant to 34 CFR 106.44-106.45, as specified in AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.

4. Any complaint alleging employment discrimination or harassment shall be investigated and resolved by the district in accordance with the procedures specified in AR 4030 - Nondiscrimination in Employment, including the right to file the complaint with the California Department of Fair Employment and Housing.

5. Any complaint alleging a violation of a state or federal law or regulation related to special education, a settlement agreement related to the provision of a free appropriate public education (FAPE), failure or refusal to implement a due process hearing order to which the district is subject, or a physical safety concern that interferes with the district's provision of FAPE shall be submitted to the California Department of Education (CDE) in accordance with AR 6159.1 - Procedural Safeguards and Complaints for Special Education. (5 CCR 3200-3205)

(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)

6. Any complaint alleging noncompliance of the district's food service program with laws regarding meal counting and claiming, reimbursable meals, eligibility of children or adults, or use of cafeteria funds and allowable expenses shall be filed with or referred to CDE in accordance with BP 3555 - Nutrition Program Compliance. (5 CCR 15580-15584)

7. Any allegation of discrimination based on race, color, national origin, sex, age, or disability in the district's food service program shall be filed with or referred to the U.S. Department of Agriculture in accordance with BP 3555 - Nutrition Program Compliance. (5 CCR 15582)

8. Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments shall be investigated and resolved in accordance with AR 1312.4 - Williams Uniform Complaint Procedures. (Education Code 35186)

UNIFORM COMPLAINT PROCEDURES (continued)

(cf. 1312.4 - Williams Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE
200-262.4 Prohibition of discrimination
8200-8488 Child care and development programs
8500-8538 Adult basic education
18100-18203 School libraries
32280-32289.5 School safety plan, uniform complaint procedures
35186 Williams uniform complaint procedures
46015 Parental leave for students
48645.7 Juvenile court schools
48853-48853.5 Foster youth
48985 Notices in language other than English
49010-49014 Student fees
49060-49079 Student records, especially:
49069.5 Records of foster youth
49490-49590 Child nutrition programs
49701 Interstate Compact on Educational Opportunity for Military Children
51210 Courses of study grades 1-6
51222 Physical education, secondary schools
51223 Physical education, elementary schools
51225.1-51225.2 Foster youth, homeless children, former juvenile court school students, military-connected students, migrant students, and newly arrived immigrant students; course credits; graduation requirements
51226-51226.1 Career technical education
51228.1-51228.3 Course periods without educational content
52059.5 Statewide system of support
52060-52077 Local control and accountability plan, especially:
52075 Complaint for lack of compliance with local control and accountability plan requirements
52300-52462 Career technical education
52500-52617 Adult schools
54400-54425 Compensatory education programs
54440-54445 Migrant education
54460-54529 Compensatory education programs
59000-59300 Special schools and centers
64000-64001 Consolidated application process; school plan for student achievement
65000-65001 School site councils
GOVERNMENT CODE
11135 Nondiscrimination in programs or activities funded by state
12900-12996 Fair Employment and Housing Act

Legal Reference continued: (see next page)

UNIFORM COMPLAINT PROCEDURES (continued)

Legal Reference: (continued)

HEALTH AND SAFETY CODE
1596.792 California Child Day Care Act; general provisions and definitions
1596.7925 California Child Day Care Act; health and safety regulations
PENAL CODE
422.55 Hate crime; definition
422.6 Interference with constitutional right or privilege
CODE OF REGULATIONS, TITLE 2
11023 Harassment and discrimination prevention and correction
CODE OF REGULATIONS, TITLE 5
3200-3205 Special education compliance complaints
4600-4670 Uniform complaint procedures
4680-4687 Williams uniform complaint procedures
4690-4694 Complaints regarding health and safety issues in license-exempt preschool programs
4900-4965 Nondiscrimination in elementary and secondary education programs
15580-15584 Child nutrition programs complaint procedures
UNITED STATES CODE, TITLE 20
1221 Application of laws
1232g Family Educational Rights and Privacy Act
1681-1688 Title IX of the Education Amendments of 1972
6301-6576 Title I Improving the academic achievement of the disadvantaged
6801-7014 Title III language instruction for English Learners and immigrant students
UNITED STATES CODE, TITLE 29
794 Section 504 of Rehabilitation Act of 1973
UNITED STATES CODE, TITLE 42
2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended
2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964
6101-6107 Age Discrimination Act of 1975
11431-11435 McKinney-Vento Homeless Assistance Act
12101-12213 Title II equal opportunity for individuals with disabilities
CODE OF FEDERAL REGULATIONS, TITLE 28
35.107 Nondiscrimination on basis of disability; complaints
CODE OF FEDERAL REGULATIONS, TITLE 34
99.1-99.67 Family Educational Rights and Privacy Act
100.3 Prohibition of discrimination on basis of race, color or national origin
104.7 Designation of responsible employee for Section 504
106.1-106.82 Nondiscrimination on the basis of sex in education programs, especially:
106.8 Designation of responsible employee and adoption of grievance procedures
106.30 Definitions
106.44 Response to notice of sexual harassment
106.45 Titles IX sexual harassment complaint procedures
110.25 Notification of nondiscrimination on the basis of age

Management Resources: (see next page)

UNIFORM COMPLAINT PROCEDURES (continued)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Sample UCP Board Policies and Procedures
Uniform Complaint Procedure 2021-22 Program Instrument
U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Questions and Answers on the Title IX Regulations on Sexual Harassment, July 2021
Part 1: Questions and Answers Regarding the Department's Title IX Regulations, January 2021
Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014
U.S. DEPARTMENT OF JUSTICE PUBLICATIONS
Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 2007
WEB SITES
CSBA: http://www.csba.org
California Department of Education: http://www.cde.ca.gov
California Department of Fair Employment and Housing: https://www.dfeh.ca.gov
California Department of Social Services: https://www.cdss.ca.gov
Student Privacy Policy Office: http://www2.ed.gov/about/offices/list/opepd/sppo
U.S. Department of Agriculture: https://www.usda.gov
U.S. Department of Education, Office for Civil Rights: http://www.ed.gov/ocr
U.S. Department of Justice: http://www.justice.gov

UNIFORM COMPLAINT PROCEDURES

Except as may otherwise be specifically provided in other district policies, these uniform complaint procedures (UCP) shall be used to investigate and resolve only the complaints specified in the accompanying Board policy.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 4030 - Nondiscrimination in Employment)

Compliance Officers

The district designates the individual(s), position(s), or unit(s) identified below as responsible for receiving, coordinating, and investigating complaints and for complying with state and federal civil rights laws. The individual(s), position(s), or unit(s) also serve as the compliance officer(s) specified in AR 5145.3 - Nondiscrimination/Harassment responsible for handling complaints regarding unlawful discrimination, harassment, intimidation, or bullying and in AR 5145.7 - Sexual Harassment for handling complaints regarding sexual harassment.

(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 5145.71 - Title IX Sexual Harassment Complaints Procedures)

Assistant Superintendent, Educational Services
(title or position)
Instructional Services
(unit or office)
1900 W. Olive Avenue, Burbank, CA 91506
(address)
(818) 729-4491
(telephone number)
JohnParamo@Burbankusd.org
(email)

The compliance officer who receives a complaint may assign another compliance officer to investigate and resolve the complaint. The compliance officer shall promptly notify the complainant and respondent if another compliance officer is assigned to the complaint.

In no instance shall a compliance officer be assigned to a complaint in which the compliance officer has a bias or conflict of interest that would prohibit the fair investigation or resolution of the complaint. Any complaint against a compliance officer or that raises a concern about the compliance officer's ability to investigate the complaint fairly and without bias shall be filed with the Superintendent or designee who shall determine how the complaint will be investigated.

UNIFORM COMPLAINT PROCEDURES (continued)

The Superintendent or designee shall ensure that employees assigned to investigate and resolve complaints receive training and are knowledgeable about the laws and programs at issue in the complaints to which they are assigned. Training provided to such employees shall cover current state and federal laws and regulations governing the program; applicable processes for investigating and resolving complaints, including those alleging unlawful discrimination, harassment, intimidation, or bullying; applicable standards for reaching decisions on complaints; and appropriate corrective measures. Assigned employees may have access to legal counsel as determined by the Superintendent or designee.

(cf. 4331 - Staff Development)
(cf. 9124 - Attorney)

The compliance officer or, if necessary, an appropriate administrator shall determine whether interim measures are necessary during an investigation and while the result is pending. If interim measures are determined to be necessary, the compliance officer or the administrator shall consult with the Superintendent, the Superintendent's designee, or, if appropriate, the site principal to implement one or more interim measures. The interim measures shall remain in place until the compliance officer determines that they are no longer necessary or until the district issues its final written decision, whichever occurs first.

Notifications

The district's UCP policy and administrative regulation shall be posted in all district schools and offices, including staff lounges and student government meeting rooms. (Education Code 234.1)

In addition, the Superintendent or designee shall annually provide written notification of the district's UCP to students, employees, parents/guardians of district students, district advisory committee members, school advisory committee members, appropriate private school officials or representatives, and other interested parties. (5 CCR 4622)

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)
(cf. 4112.9/4212.9/4312.9 - Employee Notifications)
(cf. 5145.6 - Parental Notifications)

The notice shall include:

1. A statement that the district is primarily responsible for compliance with federal and state laws and regulations, including those related to prohibition of unlawful discrimination, harassment, intimidation, or bullying against any protected group, and a list of all programs and activities that are subject to UCP as identified in the section "Complaints Subject to UCP" in the accompanying Board policy

UNIFORM COMPLAINT PROCEDURES (continued)

2. The title of the position responsible for processing complaints, the identity of the person(s) currently occupying that position if known, and a statement that such persons will be knowledgeable about the laws and programs that they are assigned to investigate

3. A statement that a UCP complaint, except a complaint alleging unlawful discrimination, harassment, intimidation, or bullying, must be filed no later than one year from the date the alleged violation occurred

4. A statement that a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying must be filed no later than six months from the date of the alleged conduct or the date the complainant first obtained knowledge of the facts of the alleged conduct

5. A statement that a student enrolled in a public school shall not be required to pay a fee for participation in an educational activity that constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities

(cf. 3260 - Fees and Charges)

6. A statement that a complaint regarding student fees or the local control and accountability plan (LCAP) may be filed anonymously if the complainant provides evidence or information leading to evidence to support the complaint

(cf. 0460 - Local Control and Accountability Plan)

7. A statement that the district will post a standardized notice of the educational and graduation requirements of foster youth, homeless students, children of military families, and former juvenile court school students now enrolled in the district, as specified in Education Code 48645.7, 48853, 48853.5, 49069.5, 51225.1, and 51225.2, and the complaint process

(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)
(cf. 6173.3 - Education for Juvenile Court School Students)
(cf. 6175 - Migrant Education Program)

8. A statement that complaints will be investigated in accordance with the district's UCP and a written decision will be sent to the complainant within 60 days from the receipt of the complaint, unless this time period is extended by written agreement of the complainant

UNIFORM COMPLAINT PROCEDURES (continued)

9. A statement that, for programs within the scope of the UCP as specified in the accompanying Board policy, the complainant has a right to appeal the district's investigation report to the California Department of Education (CDE) by filing a written appeal, including a copy of the original complaint and the district's decision, within 30 calendar days of receiving the district's decision

10. A statement advising the complainant of any civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal laws prohibiting discrimination, harassment, intimidation, or bullying, if applicable

11. A statement that copies of the district's UCP are available free of charge

The annual notification, complete contact information of the compliance officer(s), and information related to Title IX as required pursuant to Education Code 221.6 shall be posted on the district and district school web sites and may be provided through district-supported social media, if available.

(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)

The Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, have access to the relevant information provided in the district's policy, regulation, forms, and notices concerning the UCP.

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's UCP policy, regulation, forms, and notices shall be translated into that language, in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.

Filing of Complaints

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp. If a site administrator not designated as a compliance officer receives a complaint, the site administrator shall notify the compliance officer.

All complaints shall be filed in writing and signed by the complainant. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, district staff shall assist in the filing of the complaint. (5 CCR 4600)

UNIFORM COMPLAINT PROCEDURES (continued)

Complaints shall also be filed in accordance with the following rules, as applicable:

1. A complaint alleging district violation of applicable state or federal law or regulations governing the programs specified in the accompanying Board policy may be filed by any individual, public agency, or organization. (5 CCR 4600)

2. Any complaint alleging noncompliance with law regarding the prohibition against student fees, deposits, and charges or any requirement related to the LCAP may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance. A complaint about a violation of the prohibition against the charging of unlawful student fees may be filed with the principal of the school or with the Superintendent or designee.

3. A UCP complaint, except for a UCP complaint alleging unlawful discrimination, harassment, intimidation, or bullying, shall be filed no later than one year from the date the alleged violation occurred. For complaints related to the LCAP, the date of the alleged violation is the date when the County Superintendent of Schools approves the LCAP that was adopted by the Governing Board. (5 CCR 4630)

4. A complaint alleging unlawful discrimination, harassment, intimidation, or bullying may be filed only by a person who alleges having personally suffered unlawful discrimination, a person who believes that any specific class of individuals has been subjected to unlawful discrimination, or a duly authorized representative who alleges that an individual student has been subjected to discrimination, harassment, intimidation, or bullying. (5 CCR 4630)

5. A complaint alleging unlawful discrimination, harassment, intimidation, or bullying shall be initiated no later than six months from the date that the alleged unlawful discrimination occurred, or six months from the date that the complainant first obtained knowledge of the facts of the alleged unlawful discrimination. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension. (5 CCR 4630)

6. When a complaint alleging unlawful discrimination, harassment, intimidation, or bullying is filed anonymously, the compliance officer shall pursue an investigation or other response as appropriate, depending on the specificity and reliability of the information provided and the seriousness of the allegation.

7. When a complainant of unlawful discrimination, harassment, intimidation, or bullying or the alleged victim, when not the complainant, requests confidentiality, the compliance officer shall inform the complainant or victim that the request may limit

UNIFORM COMPLAINT PROCEDURES (continued)

the district's ability to investigate the conduct or take other necessary action. When honoring a request for confidentiality, the district shall nevertheless take all reasonable steps to investigate and resolve/respond to the complaint consistent with the request.

Mediation

Within three business days after receiving the complaint, the compliance officer may informally discuss with all the parties the possibility of using mediation to resolve the complaint. Mediation shall be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving an allegation of sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. If the parties agree to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a complaint alleging retaliation or unlawful discrimination, harassment, intimidation, or bullying, the compliance officer shall ensure that all parties agree to permit the mediator access to all relevant confidential information. The compliance officer shall also notify all parties of the right to end the informal process at any time.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with an investigation of the complaint.

The use of mediation shall not extend the district's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. If mediation is successful and the complaint is withdrawn, then the district shall take only the actions agreed upon through the mediation. If mediation is unsuccessful, the district shall then continue with subsequent steps specified in this administrative regulation.

Investigation of Complaint

Within 10 business days after the compliance officer receives the complaint, the compliance officer shall begin an investigation into the complaint.

Within one business day of initiating the investigation, the compliance officer shall provide the complainant and/or the complainant's representative with the opportunity to present the information contained in the complaint to the compliance officer and shall notify the complainant and/or representative of the opportunity to present the compliance officer with any evidence, or information leading to evidence, to support the allegations in the complaint. Such evidence or information may be presented at any time during the investigation.

UNIFORM COMPLAINT PROCEDURES (continued)

In conducting the investigation, the compliance officer shall collect all available documents and review all available records, notes, or statements related to the complaint, including any additional evidence or information received from the parties during the course of the investigation. The compliance officer shall individually interview all available witnesses with information pertinent to the complaint, and may visit any reasonably accessible location where the relevant actions are alleged to have taken place. At appropriate intervals, the compliance officer shall inform the parties of the status of the investigation.

To investigate a complaint alleging retaliation or unlawful discrimination, harassment, intimidation, or bullying, the compliance officer shall interview the alleged victim(s), any alleged offender(s), and other relevant witnesses privately, separately, and in a confidential manner. As necessary, additional staff or legal counsel may conduct or support the investigation.

A complainant's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or any other obstruction of the investigation may result in the dismissal of the complaint because of a lack of evidence to support the allegation. Refusal by the district to provide the investigator with access to records and/or information related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or any other obstruction of the investigation may result in a finding based on evidence collected that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

Timeline for Investigation Report

~~**OPTION 1: (Districts that do not allow complainants to appeal to the Board)**~~

Unless extended by written agreement with the complainant, the compliance officer shall prepare and send to the complainant a written investigation report, as described in the section

"Investigation Report" below, within 60 calendar days of the district's receipt of the complaint. (5 CCR 4631)

For any complaint alleging unlawful discrimination, harassment, intimidation, and bullying, the respondent shall be informed of any extension of the timeline agreed to by the complainant.

~~**OPTION 2: (Districts that allow complainants to appeal to the Board)**~~

~~Unless extended by written agreement with the complainant, the investigation report shall be sent to the complainant within 60 calendar days of the district's receipt of the complaint.~~

UNIFORM COMPLAINT PROCEDURES (continued)

Within 30 calendar days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report, as described in the section "Investigation Report" below. If the complainant is dissatisfied with the compliance officer's decision, the complainant may, within five business days, file the complaint in writing with the Board.

The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60-day time limit within which the complaint must be answered. When required by law, the matter shall be considered in closed session. The Board may decide not to hear the complaint, in which case the compliance officer's decision shall be final.

(cf. 9321 - Closed Session)

If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 calendar days of the district's initial receipt of the complaint or within the time period that has been specified in a written agreement with the complainant. (5 CCR 4631)

For any complaint alleging unlawful discrimination, harassment, intimidation, and bullying, the respondent shall be informed of any extension of the timeline agreed to by the complainant, and, in the same manner as the complainant, may file a complaint with the Board if dissatisfied with the decision.

Investigation Report

For all complaints, the district's investigation report shall include: (5 CCR 4631)

1. The findings of fact based on the evidence gathered

2. A conclusion providing a clear determination for each allegation as to whether the district is in compliance with the relevant law

3. Corrective action(s) whenever the district finds merit in the complaint, including, when required by law, a remedy to all affected students and parents/guardians and, for a student fees complaint, a remedy that complies with Education Code 49013 and 5 CCR 4600

4. Notice of the complainant's right to appeal the district's investigation report to CDE, except when the district has used the UCP to address a complaint not specified in 5 CCR 4610

5. Procedures to be followed for initiating an appeal to CDE

UNIFORM COMPLAINT PROCEDURES (continued)

The investigation report may also include follow-up procedures to prevent recurrence or retaliation and for reporting any subsequent problems.

In consultation with district legal counsel, information about the relevant part of an investigation report may be communicated to a victim who is not the complainant and to other parties who may be involved in implementing the investigation report or are affected by the complaint, as long as the privacy of the parties is protected. In a complaint alleging unlawful discrimination, harassment, intimidation, and bullying, notice of the investigation report to the alleged victim shall include information about any sanction to be imposed upon the respondent that relates directly to the alleged victim.

If the complaint involves a limited-English-proficient (LEP) student or parent/guardian, then the district's response, if requested by the complainant, and the investigation report shall be written in English and the primary language in which the complaint was filed.

For complaints alleging unlawful discrimination, harassment, intimidation, and bullying based on state law, the investigation report shall also include a notice to the complainant that:

1. The complainant may pursue available civil law remedies outside of the district's complaint procedures, including, but not limited to, injunctions, restraining orders or other remedies or orders, 60 calendar days after the filing of an appeal with CDE. (Education Code 262.3)

2. The 60 days moratorium does not apply to complaints seeking injunctive relief in state courts or to discrimination complaints based on federal law. (Education Code 262.3)

3. Complaints alleging discrimination based on race, color, national origin, sex, gender, disability, or age may also be filed with the U.S. Department of Education, Office for Civil Rights at www.ed.gov/ocr within 180 days of the alleged discrimination.

Corrective Actions

When a complaint is found to have merit, the compliance officer shall adopt any appropriate corrective action permitted by law. Appropriate corrective actions that focus on the larger school or district environment may include, but are not limited to, actions to reinforce district policies; training for faculty, staff, and students; updates to school policies; or school climate surveys.

(cf. 5137 - Positive School Climate)

UNIFORM COMPLAINT PROCEDURES (continued)

For complaints involving retaliation or unlawful discrimination, harassment, intimidation, or bullying, appropriate remedies that may be offered to the victim but not communicated to the respondent may include, but are not limited to, the following:

1. Counseling

(cf. 6164.2 - Guidance/Counseling Services)

2. Academic support

3. Health services

4. Assignment of an escort to allow the victim to move safely about campus

5. Information regarding available resources and how to report similar incidents or retaliation

6. Separation of the victim from any other individuals involved, provided the separation does not penalize the victim

7. Restorative justice

8. Follow-up inquiries to ensure that the conduct has stopped and there has been no retaliation

For complaints of retaliation or unlawful discrimination, harassment, intimidation, or bullying involving a student as the respondent, appropriate corrective actions that may be provided to the student include, but are not limited to, the following:

1. Transfer from a class or school as permitted by law

2. Parent/guardian conference

3. Education regarding the impact of the conduct on others

4. Positive behavior support

5. Referral to a student success team

(cf. 6164.5 - Student Success Teams)

UNIFORM COMPLAINT PROCEDURES (continued)

6. Denial of participation in extracurricular or cocurricular activities or other privileges as permitted by law

(cf. 6145 - Extracurricular and Cocurricular Activities)

7. Disciplinary action, such as suspension or expulsion, as permitted by law

(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

When an employee is found to have committed retaliation or unlawful discrimination, harassment, intimidation, or bullying, the district shall take appropriate disciplinary action, up to and including dismissal, in accordance with applicable law and collective bargaining agreement.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

The district may also consider training and other interventions for the larger school community to ensure that students, staff, and parents/guardians understand the types of behavior that constitute unlawful discrimination, harassment, intimidation, or bullying, that the district does not tolerate it, and how to report and respond to it.

When a complaint is found to have merit, an appropriate remedy shall be provided to the complainant or other affected person.

However, if a complaint alleging noncompliance with the law regarding student fees, deposits, and other charges, physical education instructional minutes, courses without educational content, or any requirement related to the LCAP is found to have merit, the district shall provide a remedy to all affected students and parents/guardians subject to procedures established by regulation of the State Board of Education. (Education Code 49013, 51222, 51223, 51228.3, 52075)

For complaints alleging noncompliance with the law regarding student fees, the district, by engaging in reasonable efforts, shall attempt in good faith to identify and fully reimburse all affected students and parents/guardians who paid the unlawful student fees within one year prior to the filing of the complaint. (Education Code 49013; 5 CCR 4600)

Appeals to the California Department of Education

Any complainant who is dissatisfied with the district's investigation report on a complaint regarding any specified federal or state educational program subject to UCP may file an appeal in writing with CDE within 30 calendar days of receiving the district's investigation report. (5 CCR 4632)

UNIFORM COMPLAINT PROCEDURES (continued)

The appeal shall be sent to CDE with a copy of the original locally filed complaint and a copy of the district's investigation report for that complaint. The complainant shall specify and explain the basis for the appeal, including at least one of the following: (5 CCR 4632)

1. The district failed to follow its complaint procedures.

2. Relative to the allegations of the complaint, the district's investigation report lacks material findings of fact necessary to reach a conclusion of law.

3. The material findings of fact in the district's investigation report are not supported by substantial evidence.

4. The legal conclusion in the district's investigation report is inconsistent with the law.

5. In a case in which the district found noncompliance, the corrective actions fail to provide a proper remedy.

Upon notification by CDE that the district's investigation report has been appealed, the Superintendent or designee shall forward the following documents to CDE within 10 days of the date of notification: (5 CCR 4633)

1. A copy of the original complaint

2. A copy of the district's investigation report

3. A copy of the investigation file including, but not limited to, all notes, interviews, and documents submitted by the parties and gathered by the investigator

4. A report of any action taken to resolve the complaint

5. A copy of the district's UCP

6. Other relevant information requested by CDE

If notified by CDE that the district's investigation report failed to address allegation(s) raised by the complaint, the district shall, within 20 days of the notification, provide CDE and the appellant with an amended investigation report that addresses the allegation(s) that were not addressed in the original investigation report. The amended report shall also inform the appellant of the right to separately appeal the amended report with respect to the allegation(s) that were not addressed in the original report. (5 CCR 4632)

UNIFORM COMPLAINT PROCEDURES (continued)

Health and Safety Complaints in License-Exempt Preschool Programs

Any complaint regarding health or safety issues in a license-exempt California State Preschool Program (CSPP) shall be addressed through the procedures described in 5 CCR 4690-4694.

In order to identify appropriate subjects of CSPP health and safety issues pursuant to Health and Safety Code 1596.7925, a notice shall be posted in each license-exempt CSPP classroom in the district notifying parents/guardians, students, and teachers of the health and safety requirements of Title 5 regulations that apply to CSPP programs pursuant to Health and Safety Code 1596.7925 and the location at which to obtain a form to file any complaint alleging noncompliance with those requirements. For this purpose, the Superintendent or designee may download and post a notice available from the CDE web site. (Education Code 8212; 5 CCR 4691)

The district's annual UCP notification distributed pursuant to 5 CCR 4622 shall clearly indicate which of its CSPP programs are operating as exempt from licensing and which CSPP programs are operating pursuant to requirements under Title 22 of the Code of Regulations. (5 CCR 4691)

Any complaint regarding specified health or safety issues in a license-exempt CSPP program shall be filed with the preschool program administrator or designee, and may be filed anonymously. The complaint form shall specify the location for filing the complaint, contain a space to indicate whether the complainant desires a response to the complaint, and allow a complainant to add as much text as desired to explain the complaint. (Education Code 8212; 5 CCR 4690)

If it is determined that the complaint is beyond the authority of the preschool program administrator, the matter shall be forwarded to the Superintendent or designee in a timely manner, not to exceed 10 working days, for resolution. The preschool administrator or the Superintendent or designee shall make all reasonable efforts to investigate any complaint within their authority. (Education Code 8212; 5 CCR 4692)

Investigation of a complaint regarding health or safety issues in a license-exempt CSPP program shall begin within 10 days of receipt of the complaint. (Education Code 8212; 5 CCR 4692)

The preschool administrator or designee shall remedy a valid complaint within a reasonable time period not to exceed 30 working days from the date the complaint was received. If the complainant has indicated on the complaint form a desire to receive a response to the complaint, the preschool administrator or Superintendent's designee shall, within 45 working days of the initial filing of the complaint, report the resolution of the complaint to the

UNIFORM COMPLAINT PROCEDURES (continued)

complainant and CDE's assigned field consultant. If the preschool administrator makes this report, the information shall be reported at the same time to the Superintendent or designee. (Education Code 8212; 5 CCR 4692)

If a complaint regarding health or safety issues in a license-exempt CSPP program involves an LEP student or parent/guardian, then the district's response, if requested by the complainant, and the investigation report shall be written in English and the primary language in which the complaint was filed.

If a complainant is not satisfied with the resolution of a complaint, the complainant has the right to describe the complaint to the Board at a regularly scheduled hearing and, within 30 days of the date of the written report, may file a written appeal of the district's decision to the Superintendent of Public Instruction in accordance with 5 CCR 4632. (Education Code 8212; 5 CCR 4693, 4694)

All complaints and responses are public records. (5 CCR 4690)

(cf. 1340 - Access to District Records)

On a quarterly basis, the Superintendent or designee shall report summarized data on the nature and resolution of all CSPP health and safety complaints, including the number of complaints by general subject area with the number of resolved and unresolved complaints, to the Board at a regularly scheduled Board meeting and to the County Superintendent. (5 CCR 4693)

UNIFORM COMPLAINT PROCEDURES

NOTICE TO PARENTS/GUARDIANS, STUDENTS, AND TEACHERS: PRESCHOOL COMPLAINT RIGHTS

Parents/Guardians, Students, and Teachers:

Pursuant to Education Code 8212, you are hereby notified that any California State Preschool Program that is exempt from licensure must have:

1. Outdoor shade that is safe and in good repair

2. Drinking water that is accessible and readily available throughout the day

3. Safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children

4. Restroom facilities that are available only for preschoolers and kindergartners

5. Visual supervision of children at all times

6. Indoor and outdoor space that is properly contained or fenced and provides sufficient space for the number of children using the space at any given time

7. Playground equipment that is safe, in good repair, and age appropriate

If you choose to file a complaint alleging that any of the above conditions is not being met, your complaint will be addressed through the district's uniform complaint procedures as required by law. A complaint form may be obtained at the school or district office, or downloaded from the school or district web site. You may also download a copy of the California Department of Education complaint form when available from the following web site: http://www.cde.ca.gov/re/cp/uc. However, a complaint need not be filed using either the district's complaint form or the complaint form from the California Department of Education.

UNIFORM COMPLAINT PROCEDURES

PRESCHOOL COMPLAINT FORM: UNIFORM COMPLAINT PROCEDURES

Education Code 8212 requires that the district's uniform complaint procedures be used for the filing of complaints concerning noncompliance with health and safety standards for license-exempt California State Preschool Programs. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? ❑ Yes ❑ No

Contact information: (if response is requested)
Name: _____
Address: _____
Phone number: Day: _____ Evening: _____
E-mail address, if any: _____

Date problem was observed: _____

Location of the problem that is the subject of this complaint:
School name/address: _____
Room number/name of room/location of facility: _____

Only the following issues may be the subject of this complaint process. If you wish to complain about an issue not specified below, please contact the school or district for the appropriate district complaint procedure.

Specific issue(s) of the complaint: (Please check all that apply. A complaint may contain more than one allegation.)

❑ The preschool does not have outdoor shade that is safe and in good repair.

❑ Drinking water is not accessible and/or readily available throughout the day.

❑ The preschool does not provide safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children.

❑ Restroom facilities are not available only for preschoolers and kindergartners.

❑ The preschool program does not provide visual supervision of children at all times.

❑ Indoor or outdoor space is not properly contained or fenced or does not provide sufficient space for the number of children using the space at any given time.

UNIFORM COMPLAINT PROCEDURES (continued)

❑ Playground equipment is not safe, in good repair, or age appropriate.

Please describe the issue of your complaint in detail. You may attach additional pages and include as much text as necessary to fully describe the situation.

_____
_____
_____
_____
_____
_____

Please file this complaint at the following location:

__Peter Knapik, Ed.D., Director of Elementary Education_____
(preschool administrator or designee)
__1900 W. Olive Avenue, Burbank, CA 91506_____
(address)

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

_____ _____
(Signature) (Date)

CRIMINAL BACKGROUND CHECKS FOR CONTRACTORS

Except in an emergency or exceptional situation, such as when student health or safety is endangered or when repairs are needed to make school facilities safe and habitable, any entity contracting with the district for services that may require the entity's employees to interact with students, outside of the immediate supervision and control of parents/guardians or school staff, shall certify to the district that each of its employees who may interact with students has a valid criminal records summary as described in Education Code 44237 and that neither the entity nor any of those employees has been convicted of a violent or serious felony as defined in Education Code 45122.1. Such contracting entity shall also be required to immediately provide the district with any subsequent arrest and conviction information received pursuant to the subsequent arrest service. (Education Code 44237, 45125.1)

On a case-by-case basis, the Superintendent or designee may require any entity with which the district has a contract to comply with these same requirements. (Education Code 45125.1)

For an individual who is operating as the sole proprietor of an entity, the Superintendent or designee shall treat the individual as an employee of the entity and shall prepare and submit the individual's fingerprints to the Department of Justice (DOJ). (Education Code 45125.1)

Any contracting entity's employee who has been convicted of a violent or serious felony, as defined in Education Code 45122.1, shall not be permitted to interact with students unless a certificate of rehabilitation and pardon pursuant to Penal Code 4852.01-4852.22 has been submitted to the Superintendent or designee. (Education Code 45125.1)

The Superintendent or designee may determine that criminal background checks will not be required if the contract is for the construction, reconstruction, rehabilitation, or repair of a school facility and the contracting entity is providing services in an emergency or exceptional situation, or the district uses one or more of the following methods to ensure student safety: (Education Code 45125.2)

1. The installation of a physical barrier at the worksite to limit contact with students

2. Continual supervision and monitoring of all employees of the entity by an employee of the entity whom DOJ has ascertained has not been convicted of a violent or serious felony

3. Surveillance of employees of the entity by school personnel

The Superintendent or designee may take appropriate steps to protect the safety of any students who may come in contact with ~~employee's~~ employees of contracting entities, including, but not limited to, ensuring that the ~~employee's~~ employees of such entities perform work during nonschool hours, do not work alone when students are present, have limited access to school grounds, are provided with a visible means of

identification, and/or that there are regular patrols or supervision of the site from district security or personnel.

(cf. 3515.3 - District Police/Security Department)

Legal Reference:

EDUCATION CODE
41302.5 School districts, definition
44237 Applicants for employment; fingerprints for purpose of criminal record summary
45122.1 Classified employees, conviction of a violent or serious felony
45125.1 Criminal background checks for contractors; criminal records summary
45125.2 Criminal background checks for construction
PENAL CODE
667.5 Prior prison terms, enhancement of prison terms
1192.7 Plea bargaining limitation
4852.01-4852.22 Procedure for restoration of rights and application for pardon

Management Resources:

WEB SITES
Department of Justice: https://oag.ca.gov/fingerprints

LAYOFF/REHIRE

Classified employees shall be subject to layoff for lack of work or lack of funds. (Education Code 45114, 45308)

A classified employee shall not be laid off if a short-term employee is retained to render a service that the classified employee is qualified to render. (Education Code 45117)

(cf. 4121 - Temporary/Substitute Personnel)

Order of Layoff Within a Classification/Determination of Seniority

Within each class, the order of layoff shall be determined by length of service. (Education Code 45114, 45308)

~~**OPTION 1: (For districts with average daily attendance (ADA) under 400,000 that do not have an agreement with the exclusive representative of classified employees to determine length of service as employee's date of hire)**~~

~~"Length of service" means all hours in paid status, whether during the school year, a holiday, recess, or during any period that school is in session or closed. However, length of service shall not include hours compensated solely on an overtime basis, as provided in Education Code 45128, and shall not include hours for any service performed prior to entering into probationary or permanent status except for service in a restricted position pursuant to Education Code 45105. (Education Code 45308)~~

~~The employee who has been employed the shortest time in the class, plus higher classes, shall be laid off first. (Education Code 45308)~~

~~For an employee who is a member of the Military Reserve or the National Guard, length of service credit shall be granted for military leave of absence, including voluntary or involuntary active duty during a period of national emergency or war. (Education Code 45297, 45308)~~

~~*(cf. 4161.5/4261.5/4361.5 - Military Leave)*~~

~~Length of service credit may be granted for time spent on unpaid illness or maternity leave, unpaid family care leave, or unpaid industrial accident leave. Length of service credit shall not be granted for other types of unpaid leaves. (Education Code 45308)~~

~~*(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)*~~
~~*(cf. 4261.1 - Personal Illness/Injury Leave)*~~
~~*(cf. 4161.11/4261.11/4361.11 - Industrial Accident/Illness Leave)*~~

~~**OPTION 2: (For districts with ADA under 400,000 that have an agreement with the exclusive representative of classified employees to determine length of service as employee's date of hire, and for districts with ADA over 400,000)**~~

LAYOFF/REHIRE (continued)

Length of service shall be determined by the date of hire. The employee who has been employed the shortest time by the district shall be laid off first. (Education Code 45308)

For an employee in a "restricted position" under Education Code 45105 or 45259, the original date of employment in the restricted position shall be used to determine the length of service, provided the employee has completed six months of satisfactory service and has successfully passed the qualifying examination required for service in the class. (Education Code 45105)

(cf. 4200 - Classified Personnel)

Notice of Layoff and Hearing Rights

Whenever a permanent classified employee is to be laid off for lack of work or lack of funds, the Superintendent or designee shall, no later than March 15 and before the employee is given formal notice by the Governing Board, give to the employee written notice of the recommendation, the reasons that the employee's services will not be required for the ensuing year, any displacement rights, reemployment rights, and the employee's right to a hearing. The district shall adhere to the notice, hearing, and layoff procedures in Education Code 45117, Government Code 11503 and 11505, and other applicable provisions of law. (Education Code 45117)

An employee who is so notified may request a hearing to determine if there is cause for not reemploying the employee for the ensuing year. The request shall be in writing and shall be delivered to the person who sent notice to the employee, on or before March 15 but not less than seven days after the date the notice is served on the employee. Failure of an employee to request a hearing on or before the date specified shall constitute a waiver of the employee's right to a hearing. (Education Code 45117)

The Superintendent or designee shall serve an employee who timely requests a hearing with the District Statement of Reduction in Force documents. The employee has five calendar days from service of the District Statement of Reduction in Force documents to timely file a notice of participation with the district. The parties are entitled to discovery, if requested within 15 days of service of the District Statement of Reduction in Force documents. (Education Code 45117)

If a hearing is requested by a permanent classified employee, the proceeding shall be conducted and a decision made by an administrative law judge in accordance with Government Code 11500-11529. The Board shall make a final decision regarding the sufficiency of the cause and disposition of the layoff upon receipt of the administrative law judge's proposed decision. None of the findings, recommendations, or determinations in the proposed decision prepared by the administrative law judge shall be binding on the Board. (Education Code 45117)

LAYOFF/REHIRE (continued)

Following the Board's decision, the Superintendent or designee shall give final notice of termination to the affected employee(s) before May 15 unless a continuance was granted after a request for hearing was made, in which case such date may be extended by the number of days of the continuance. (Education Code 45117)

If during the time between five days after the enactment of an annual Budget Act and August 15 of the fiscal year to which the Budget Act applies, the Board determines that the district's local control funding formula apportionment per unit of ADA for that fiscal year has not increased by at least two percent, and that it is therefore necessary to decrease the number of classified employees due to lack of work or lack of funds, the Board may issue a District Statement of Reduction in Force to those employees in accordance with a schedule of notice and hearing adopted by the Board, and layoff proceedings shall be carried out as required by law. (Education Code 45117)

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

When classified positions are eliminated as a result of the expiration of a specifically funded program, the district shall give written notice to the affected employee(s) not less than 60 days prior to the effective date of the layoff informing the employee(s) of the layoff date, any displacement rights, and employment rights. (Education Code 45117)

The district is not required to provide a layoff notice to any person hired as a short-term employee for a period not exceeding 60 days whose service may not be extended or renewed. (Education Code 45117)

Additionally, the district may release probationary classified employees without notice or hearing for reasons other than lack of work or lack of funds. (Education Code 45117)

Reemployment

Classified employees laid off because of lack of work or lack of funds shall be eligible for reemployment for a period of 39 months and shall be reemployed in preference to new applicants. Reemployment shall be in order of seniority. Persons so laid off also have the right to apply and establish their qualification for vacant promotional positions within the district during the 39-month period. (Education Code 45114, 45298, 45308)

When a vacancy occurs, the district shall give the employee with the most seniority an opportunity to accept or reject the position, by first calling the employee at the employee's last known telephone number to notify the employee of the vacancy and then sending written notice by certified and standard mail to the employee's last known address. The employee shall advise the district of the decision by any means no later than 10 calendar days from the date the notice was sent. If the employee accepts, the employee shall report to work no later than two calendar weeks from the vacancy notification date or on a later date specified by the district.

LAYOFF/REHIRE (continued)

In order to be reemployed, the employee must be capable of performing the essential duties of the job with or without reasonable accommodations. When an otherwise eligible employee is unable to perform the essential duties of the job, the employee shall be kept on the reemployment list until another opportunity becomes available or the period of reemployment eligibility expires, whichever occurs first.

(cf. 4032 - Reasonable Accommodation)

Upon rejecting two offers of reemployment, the employee's name shall be removed from the reemployment list and the employee will forfeit all reemployment rights to which the employee would otherwise be entitled.

When an employee is notified of a vacancy and fails to respond or report to work within time limits specified by district procedures, the employee's name shall be removed from the reemployment list and all reemployment rights to which the employee would otherwise be entitled shall be forfeited.

If an employee is reemployed in a new position and fails to complete the probationary period in the new position, the employee shall be returned to the reemployment list for the remainder of the 39-month period. The remaining time period shall be calculated as the time remaining in the 39-month period as of the date of reemployment. (Education Code 45114, 45298)

Reinstatement of Benefits

When a laid-off employee is reemployed, all accumulated sick leave credit shall be restored.

A laid-off permanent employee shall be reemployed with all rights and benefits accorded at the time of layoff.

A laid-off probationary employee shall be reemployed as a probationary employee, and the previous time served toward the completion of the required probationary period shall be counted. The employee shall also be reemployed with all rights and benefits accorded to a probationary employee at the time of layoff.

A laid-off employee, when reemployed, shall be placed on the salary step held at the time of layoff. An employee who was bumped into a lower class shall, when reinstated to the previous class, be placed on the salary step to which the employee would have progressed had the employee remained there. An adjusted anniversary date shall be established for step increment purposes so as to reflect the actual amount of time served in the district.

LAYOFF/REHIRE (continued)

Voluntary Demotion or Reduction of Hours

Classified employees who take voluntary demotion or voluntary reduction in assigned time in lieu of layoff, or in order to remain in their present position rather than be reclassified or reassigned, shall be granted the same rights as employees who are laid off. In addition, such employees shall retain eligibility to be considered for reemployment in their previously held class or position with increased assigned time, for an additional period of time up to 24 months as determined by the Board on a class-by-class basis, provided that the same test of fitness under which they qualified for appointment to that class shall still apply. (Education Code 45114, 45298)

Employees who take voluntary demotion or voluntary reduction in assigned time in lieu of layoff shall have the option of returning to a position in their former class or to positions with increased assigned time as vacancies become available and without limitation of time. If there is a valid reemployment list, they shall be ranked on that list in accordance with their proper seniority. (Education Code 45114, 45298)

Legal Reference:

EDUCATION CODE
45101 Definitions
45103 Classified service in districts not incorporating the merit system
45105 Positions under various acts not requiring certification qualifications; classification
45113 Rules and regulations for classified service in districts not incorporating the merit system
45114 Layoff and reemployment procedures; definitions
45115 Layoff; reinstatement from service retirement
45117 Notice of layoff and hearing rights
45286 Limited term employees
45297 Right to take equivalent examination while employee in military service
45298 Reemployment of persons laid off; voluntary demotions or reductions in time
45308 Order of layoff and reemployment; length of service
45309 Reinstatement of permanent noncertified employees after resignation
GOVERNMENT CODE
11500-11529 Administrative adjudication; formal hearings
UNITED STATES CODE, TITLE 38
4301-4335 Employment and reemployment rights of members of the uniformed services
COURT DECISIONS
Tucker v. Grossmont Union High School District (2008) 168 Cal.App.4th 640
San Mateo City School District v. Public Employment Relations Board (1983) 33 Cal.3d 850

Management Resources:

WEB SITES
California School Employees Association: http://www.csea.com

STUDENT RECORDS

Definitions

Student means any individual who is or has been in attendance at the district and regarding whom the district maintains student records. (34 CFR 99.3)

Attendance includes, but is not limited to, attendance in person or by paper correspondence, videoconference, satellite, Internet, or other electronic information and telecommunication technologies for students who are not physically present in the classroom, and the period during which a person is working under a work-study program. (34 CFR 99.3)

Student records are any items of information (in handwriting, print, tape, film, computer, or other medium) gathered within or outside the district that are directly related to an identifiable student and maintained by the district, required to be maintained by an employee in the performance of the employee's duties, or maintained by a party acting for the district. Any information maintained for the purpose of second-party review is considered a student record. Student records include the student's health record. (Education Code 49061, 49062; 5 CCR 430; 34 CFR 99.3)

Student records do not include: (Education Code 49061, 49062; 34 CFR 99.3)

1. Directory information

(cf. 5125.1 - Release of Directory Information)

2. Informal notes compiled by a school officer or employee which remain in the sole possession of the maker, are used only as a personal memory aid, and are not accessible or revealed to any other person except a substitute employee

3. Records of the law enforcement unit of the district, subject to 34 CFR 99.8

(cf. 3515 - Campus Security)
(cf. 3515.3 - District Police/Security Department)

4. Records created or received by the district after an individual is no longer a student and that are not directly related to the individual's attendance as a student

5. Grades on peer-graded papers before they are collected and recorded by a teacher

Mandatory permanent student records are those records which are maintained in perpetuity and which schools have been directed to compile by state law, regulation, or administrative directive. (5 CCR 430)

Mandatory interim student records are those records which the schools are directed to compile and maintain for specified periods of time and are then destroyed in accordance with state law, regulation, or administrative directive. (5 CCR 430)

STUDENT RECORDS (continued)

Permitted student records are those records having clear importance only to the current educational process of the student. (5 CCR 430)

Disclosure means to permit access to, or the release, transfer, or other communication of, personally identifiable information contained in student records to any party, except the party that provided or created the record, by any means including oral, written, or electronic. (34 CFR 99.3)

Access means a personal inspection and review of a record or an accurate copy of a record, or receipt of an accurate copy of a record or an oral description or communication of a record, and a request to release a copy of any record. (Education Code 49061)

Personally identifiable information includes, but is not limited to: (34 CFR 99.3)

1. The student's name

2. The name of the student's parent/guardian or other family members

3. The address of the student or student's family

4. A personal identifier, such as the student's social security number, student number, or biometric record (e.g., fingerprints, retina and iris patterns, voiceprints, DNA sequence, facial characteristics, and handwriting)

5. Other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name

6. Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty

7. Information requested by a person who the district reasonably believes knows the identity of the student to whom the student record relates

Adult student is a person who is or was enrolled in school and who is at least 18 years of age. (5 CCR 430)

Parent/guardian means a natural parent, an adopted parent, legal guardian, surrogate parent, or foster parent. (Education Code 49061, 56050, 56055)

STUDENT RECORDS (continued)

Legitimate educational interest is an interest held by any school official, employee, contractor, or consultant whose official duties, responsibilities, or contractual obligations to the district, whether routine or as a result of special circumstances, require access to information contained in student records.

School officials and employees are officials or employees, including teachers, whose duties and responsibilities to the district, whether routine or as a result of special circumstances, require access to student records. (34 CFR 99.31)

Contractor or consultant is anyone with a formal written agreement or contract with the district regarding the provision of services or functions outsourced by the district. Contractor or consultant shall not include a volunteer or other party. (Education Code 49076)

Custodian of records is the employee responsible for the security of student records maintained by the district and for devising procedures for assuring that access to such records is limited to authorized persons. (5 CCR 433)

County placing agency means the county social service department or county probation department. (Education Code 49061)

Persons Granted Absolute Access

In accordance with law, absolute access to any student records shall be granted to:

1. Parents/guardians of students younger than age 18 years, including the parent who is not the student's custodial parent (Education Code 49069.7; Family Code 3025)

2. An adult student, or a student under the age of 18 years who attends a postsecondary institution, in which case the student alone shall exercise rights related to the student's records and grant consent for the release of records (34 CFR 99.3, 99.5)

3. Parents/guardians of an adult student with disabilities who is age 18 years or older and has been declared incompetent under state law (Education Code 56041.5)

(cf. 6159 - Individualized Education Program)

Access for Limited Purpose/Legitimate Educational Interest

The following persons or agencies shall have access to those particular records that are relevant to their legitimate educational interest or other legally authorized purpose:

1. Parents/guardians of a student 18 years of age or older who is a dependent child as defined in 26 USC 152 (Education Code 49076; 34 CFR 99.31)

STUDENT RECORDS (continued)

2. Students who are age 16 or older or who have completed the 10th grade (Education Code 49076)

3. School officials and employees, consistent with the definition provided in the section "Definitions" above (Education Code 49076; 34 CFR 99.31)

4. Members of a school attendance review board (SARB) appointed pursuant to Education Code 48321 who are authorized representatives of the district and any volunteer aide age 18 or older who has been investigated, selected, and trained by the SARB to provide follow-up services to a referred student (Education Code 49076)

(cf. 5113.1 - Chronic Absence and Truancy)
(cf. 5113.12 - District School Attendance Review Board)

5. Officials and employees of other public schools, school systems, or postsecondary institutions where the student intends or is directed to enroll, including local, county, or state correctional facilities where educational programs leading to high school graduation are provided, or where the student is already enrolled, as long as the disclosure is for purposes related to the student's enrollment or transfer (Education Code 49076; 34 CFR 99.31)

   Unless the annual parent/guardian notification issued pursuant to Education Code 48980 includes a statement that the district may disclose students' personally identifiable information to officials of another school, school system, or postsecondary institution where the student seeks or intends to enroll, the Superintendent or designee shall, when such a disclosure is made, make a reasonable attempt to notify the parent/guardian or adult student at the last known address, provide a copy of the record that is disclosed, and give the parent/guardian or adult student an opportunity for a hearing to challenge the record. (34 CFR 99.34)

6. The Student Aid Commission, to provide the grade point average (GPA) of all district students in grade 12 and, when required, verification of high school graduation or its equivalent of all students who graduated in the prior academic year, for use in the Cal Grant postsecondary financial aid program. However, such information shall not be submitted when students opt out or are permitted by the rules of the Student Aid Commission to provide test scores in lieu of the GPA. (Education Code 69432.9, 69432.92)

   No later than January 1 each year, the Superintendent or designee shall notify each student in grade 11, and the student's parents/guardians if the student is under age 18 years, that the student's GPA will be forwarded to the Student Aid Commission by October 1 unless the student opts out within a period of time specified in the notice, which shall not be less than 30 days. (Education Code 69432.9)

STUDENT RECORDS (continued)

Students' social security numbers shall not be included in the submitted information unless the Student Aid Commission deems it necessary to complete the financial aid application and the Superintendent or designee obtains permission from the student's parent/guardian, or from the adult student, to submit the social security number. (Education Code 69432.9)

7. Federal, state, and local officials, as needed for an audit or evaluation of, or compliance with, a state or federally funded education program and in accordance with a written agreement developed pursuant to 34 CFR 99.35 (Education Code 49076; 34 CFR 99.3, 99.31, 99.35)

8. Any county placing agency acting as an authorized representative of a state or local educational agency which is required to audit or evaluate a state or federally supported education program pursuant to item #7 above (Education Code 49076)

9. Any person, agency, or organization authorized in compliance with a court order or lawfully issued subpoena (Education Code 49077; 5 CCR 435; 34 CFR 99.31)

   Unless otherwise instructed by the court, the Superintendent or designee shall, prior to disclosing a record pursuant to a court order or subpoena, give the parent/guardian or adult student at least three days' notice of the name of the requesting agency and the specific record requested, if lawfully possible within the requirements of the judicial order. (Education Code 49077; 5 CCR 435; 34 CFR 99.31)

10. Any district attorney who is participating in or conducting a truancy mediation program or participating in the presentation of evidence in a truancy petition (Education Code 49076)

11. A district attorney's office for consideration against a parent/guardian for failure to comply with compulsory education laws (Education Code 49076)

12. Any probation officer, district attorney, or counsel of record for a student who is a minor for the purposes of conducting a criminal investigation or an investigation in regards to declaring the minor a ward of the court or involving a violation of a condition of probation, subject to evidentiary rules specified in Welfare and Institutions Code 701 (Education Code 49076)

    When disclosing records for these purposes, the Superintendent or designee shall obtain written certification from the recipient of the records that the information will not be disclosed to another party without prior written consent of the student's parent/guardian or the holder of the student's educational rights, unless specifically authorized by state or federal law. (Education Code 49076)

STUDENT RECORDS (continued)

13. Any judge or probation officer for the purpose of conducting a truancy mediation program for a student or for the purpose of presenting evidence in a truancy petition pursuant to Welfare and Institutions Code 681 (Education Code 49076)

    In such cases, the judge or probation officer shall certify in writing to the Superintendent or designee that the information will be used only for truancy purposes. Upon releasing student information to a judge or probation officer, the Superintendent or designee shall inform, or provide written notification to, the student's parent/guardian within 24 hours. (Education Code 49076)

14. A foster family agency with jurisdiction over a currently enrolled or former student; short-term residential treatment program staff responsible for the education or case management of a student; or a caregiver who has direct responsibility for the care of a student, including a certified or licensed foster parent, an approved relative or nonrelated extended family member, or a resource family, as defined (Education Code 49076)

    Such individuals shall have access to the student's current or most recent records of grades, transcripts, attendance, discipline, online communication on platforms established by schools for students and parents/guardians, and any individualized education program or Section 504 plan developed and maintained by the district (Education Code 49069.3)

(cf. 6164.6 - Identification and Education Under Section 504)
(cf. 6173.1 - Education for Foster Youth)

15. A student age 14 years or older who is both a homeless student and an unaccompanied minor as defined in 42 USC 11434a (Education Code 49076)

(cf. 6173 - Education for Homeless Children)

16. An individual who completes items #1-4 of the caregiver's authorization affidavit pursuant to Family Code 6552 and signs the affidavit for the purpose of enrolling a minor in school (Education Code 49076)

17. A caseworker or other representative of a state or local child welfare agency or tribal organization that has legal responsibility in accordance with state or tribal law for the care and protection of a student, provided that the individual is authorized by the agency or organization to receive the records and the information requested is directly related to providing assistance to address the student's educational needs (Education Code 49076; 20 USC 1232(g))

STUDENT RECORDS (continued)

18. Appropriate law enforcement authorities, in circumstances where Education Code 48902 requires that the district provide special education and disciplinary records of a student with disabilities who is suspended or expelled for committing an act violating Penal Code 245 (Education Code 48902, 49076)

    When disclosing such records, the Superintendent or designee shall obtain written certification by the recipient of the records as described in item #12 above. (Education Code 49076)

19. Designated peace officers or law enforcement agencies in cases where the district is authorized by law to assist law enforcement in investigations of suspected criminal conduct or kidnapping and a written parental consent, lawfully issued subpoena, or court order is submitted to the district, or information is provided to it indicating that an emergency exists in which the student's information is necessary to protect the health or safety of the student or other individuals (Education Code 49076.5)

    In such cases, the Superintendent or designee shall provide information about the identity and location of the student as it relates to the transfer of that student's records to another public school district in California or any other state or to a California private school. (Education Code 49076.5)

When disclosing records for the above purposes, the Superintendent or designee shall obtain the necessary documentation to verify that the person, agency, or organization is a person, agency, or organization that is permitted to receive such records.

Any person, agency, or organization granted access is prohibited from releasing information to another person, agency, or organization without written permission from the parent/guardian or adult student unless specifically allowed by state law or the federal Family Educational Rights and Privacy Act. (Education Code 49076)

In addition, the parent/guardian or adult student may provide written consent for access to be granted to persons, agencies, or organizations not afforded access rights by law. The written consent shall specify the records to be released and the party or parties to whom they may be released. (Education Code 49061, 49075)

Only a parent/guardian having legal custody of the student may consent to the release of records to others. Either parent/guardian may grant consent if both parents/guardians notify the district, in writing, that such an agreement has been made. (Education Code 49061)

(cf. 5021 - Noncustodial Parents)

STUDENT RECORDS (continued)

Discretionary Access

At the discretion of the Superintendent or designee, information may be released from a student's records to the following:

1. Appropriate persons, including parents/guardians of a student, in an emergency if the health and safety of the student or other persons are at stake (Education Code 49076; 34 CFR 99.31, 99.32, 99.36)

   When releasing information to any such appropriate person, the Superintendent or designee shall record information about the threat to the health or safety of the student or any other person that formed the basis for the disclosure and the person(s) to whom the disclosure was made. (Education Code 49076; 34 CFR 99.32)

   Unless it would further endanger the health or safety of the student or other persons, the Superintendent or designee shall inform the parent/guardian or adult student within one week of the disclosure that the disclosure was made, of the articulable and significant threat to the health or safety of the student or other individuals that formed the basis for the disclosure, and of the parties to whom the disclosure was made.

2. Accrediting associations in order to carry out their accrediting functions (Education Code 49076; 34 CFR 99.31)

3. Under the conditions specified in Education Code 49076 and 34 CFR 99.31, organizations conducting studies on behalf of educational institutions or agencies for the purpose of developing, validating, or administering predictive tests, administering student aid programs, or improving instruction, provided that: (Education Code 49076; 34 CFR 99.31)

   a. The study is conducted in a manner that does not permit personal identification of students or parents/guardians by individuals other than representatives of the organization who have legitimate interests in the information.

   b. The information is destroyed when no longer needed for the purposes for which the study is conducted.

   c. The district enters into a written agreement with the organization that complies with 34 CFR 99.31.

STUDENT RECORDS (continued)

4. Officials and employees of private schools or school systems where the student is enrolled or intends to enroll, subject to the rights of parents/guardians as provided in Education Code 49068 and in compliance with 34 CFR 99.34 (Education Code 49076; 34 CFR 99.31, 99.34)

5. Local health departments operating countywide or regional immunization information and reminder systems and the California Department of Public Health, unless the parent/guardian has requested that no disclosures of this type be made (Health and Safety Code 120440)

6. Contractors and consultants having a legitimate educational interest based on services or functions which have been outsourced to them through a formal written agreement or contract with the district, excluding volunteers or other parties (Education Code 49076)

(cf. 3600 - Consultants)

7. Agencies or organizations in connection with the student's application for or receipt of financial aid, provided that information permitting the personal identification of a student or the student's parents/guardians for these purposes is disclosed only as may be necessary to determine the eligibility of the student for financial aid, determine the amount of financial aid, determine the conditions which will be imposed regarding the financial aid, or enforce the terms or conditions of the financial aid (Education Code 49076; 34 CFR 99.31)

8. County elections officials for the purpose of identifying students eligible to register to vote or offering such students an opportunity to register, subject to the limits set by 34 CFR 99.37 and under the condition that any information provided on this basis shall not be used for any other purpose or transferred to any other person or agency (Education Code 49076; 34 CFR 99.37)

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

When disclosing records for the above purposes, the Superintendent or designee shall obtain the necessary documentation to verify that the person, agency, or organization is a person, agency, or organization that is permitted to receive such records.

Any person, agency, or organization granted access is prohibited from releasing information to another person, agency, or organization without written permission from the parent/guardian or adult student unless specifically allowed by state law or the federal Family Educational Rights and Privacy Act. (Education Code 49076)

STUDENT RECORDS (continued)

De-identification of Records

When authorized by law for any program audit, educational research, or other purpose, the Superintendent or designee may release information from a student record without prior consent of the parent/guardian or adult student after the removal of all personally identifiable information. Prior to releasing such information, the Superintendent or designee shall make a reasonable determination that the student's identity is not personally identifiable, whether through single or multiple releases and taking into account other reasonably available information. (Education Code 49074, 49076; 20 USC 1232g; 34 CFR 99.31)

Process for Providing Access to Records

Student records shall be maintained in a central file at the school attended by the student or, when records are maintained at different locations, a notation shall be placed in the central file indicating where other records may be found. Parents/guardians and adult students shall be notified of the location of student records if not centrally located. (Education Code 49069; 5 CCR 433)

The custodian of records shall be responsible for the security of student records and shall ensure that access is limited to authorized persons. (5 CCR 433)

The custodian of records shall develop reasonable methods, including physical, technological, and administrative policy controls, to ensure that school officials and employees obtain access to only those student records in which they have legitimate educational interests. (34 CFR 99.31)

To inspect, review, or obtain copies of student records, authorized persons shall submit a request to the custodian of records. Prior to granting the request, the custodian of records shall authenticate the individual's identity. For any individual granted access based on a legitimate educational interest, the request shall specify the interest involved.

When required by law, a student's parent/guardian or an adult student shall provide written, signed, and dated consent before the district discloses the student record. Such consent may be given through electronic means in those cases where it can be authenticated. The district's consent form shall specify the records that may be disclosed, state the purpose of the disclosure, and identify the party or class of parties to whom the disclosure may be made. Upon request by the parent/guardian or adult student, the district shall provide a copy of the records disclosed. (34 CFR 99.30)

If the parent/guardian or adult student refuses to provide written consent for the release of student information, the Superintendent or designee shall not release the information, unless it is otherwise subject to release based on a court order or a lawful subpoena.

STUDENT RECORDS (continued)

Within five business days following the date of request, the authorized person shall be granted access to inspect, review, and obtain copies of student records during regular school hours. (Education Code 49069)

Qualified certificated personnel shall be available to interpret records when requested. (Education Code 49069)

The custodian of records or the Superintendent or designee shall prevent the alteration, damage, or loss of records during inspection. (5 CCR 435)

Access Log

A log shall be maintained for each student's record which lists all persons, agencies, or organizations requesting or receiving information from the record and the legitimate educational interest of the requester. (Education Code 49064)

In every instance of inspection by persons who do not have assigned educational responsibility, the custodian of records shall make an entry in the log indicating the record inspected, the name of the person granted access, the reason access was granted, and the time and circumstances of inspection. (5 CCR 435)

The custodian of records shall also make an entry in the log regarding any request for record(s) that was denied and the reason for the denial.

The log shall include requests for access to records by:

1. Parents/guardians or adult students

2. Students who are 16 years of age or older or who have completed the 10th grade

3. Parties obtaining district-approved directory information

4. Parties who provide written parental consent, in which case the consent notice shall be filed with the record pursuant to Education Code 49075

5. School officials and employees who have a legitimate educational interest

6. Law enforcement personnel seeking to enforce immigration laws

The log shall be open to inspection only by the parent/guardian, adult student, dependent adult student, custodian of records, and certain state or federal officials specified in Education Code 49064. (Education Code 49064; 5 CCR 432)

STUDENT RECORDS (continued)

Duplication of Student Records

To provide copies of any student record, the district may charge a reasonable fee not to exceed the actual cost of providing the copies. No charge shall be made for providing up to two transcripts or up to two verifications of various records for any former student. No charge shall be made to locate or retrieve any student record. (Education Code 49065)

(cf. 3260 - Fees and Charges)

Changes to Student Records

Only a parent/guardian having legal custody of a student or a student who is 18 years of age or is attending an institution of postsecondary education may challenge the content of a record or offer a written response to a record. (Education Code 49061)

No addition or change shall be made to a student's record after high school graduation or permanent departure, other than routine updating, unless required by law or with prior consent of the parent/guardian or adult student. (Education Code 49070; 5 CCR 437)

Any request to change a student's legal name in the student's mandatory permanent student record shall be accompanied with appropriate documentation.

Any challenge to the content of a student's record shall be filed in accordance with the process specified in AR 5125.3 - Challenging Student Records. (Education Code 49070)

(cf. 5125.3 - Challenging Student Records)

Retention and Destruction of Student Records

All anecdotal information and assessment reports maintained as student records shall be dated and signed by the individual who originated the data. (5 CCR 431)

The following mandatory permanent student records shall be kept indefinitely: (5 CCR 432, 437)

1. Legal name of student

2. Date and place of birth and method of verifying birth date

(cf. 5111 - Admission)

3. Sex of student

STUDENT RECORDS (continued)

4. Name and address of parent/guardian of minor student

   a. Address of minor student if different from the above

   b. Annual verification of parent/guardian's name and address and student's residence

(cf. 5111.1 - District Residency)

5. Entrance and departure dates of each school year and for any summer session or other extra session

6. Subjects taken during each year, half-year, summer session, or quarter, and marks or credits given towards graduation

(cf. 5121 - Grades/Evaluation of Student Achievement)

7. Verification of or exemption from required immunizations

(cf. 5141.31 - Immunizations)

8. Date of high school graduation or equivalent

Mandatory interim student records, unless forwarded to another district, shall be maintained subject to destruction during the third school year after the school year in which they originated, following a determination that their usefulness has ceased or the student has left the district. These records include: (Education Code 48918, 51747; 5 CCR 432, 437, 16027)

1. Expulsion orders and the causes therefor

(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

2. A log identifying persons or organizations who request or receive information from the student record

3. Health information, including verification or waiver of the health screening for school entry

(cf. 5141.32 - Health Screening for School Entry)

4. Information on participation in special education programs, including required tests, case studies, authorizations, and actions necessary to establish eligibility for admission or discharge

STUDENT RECORDS (continued)

(cf. 6159 - Individualized Education Program)
(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

5. Language training records

(cf. 6174 - Education for English Learners)

6. Progress slips/notices required by Education Code 49066 and 49067

7. Parental restrictions/stipulations regarding access to directory information

8. Parent/guardian or adult student rejoinders to challenged records and to disciplinary action

9. Parent/guardian authorization or prohibition of student participation in specific programs

10. Results of standardized tests administered within the past three years

(cf. 6162.51 - State Academic Achievement Tests)

11. Written findings resulting from an evaluation conducted after a specified number of missed assignments to determine whether it is in a student's best interest to remain in independent study

(cf. 6158 - Independent Study)

Permitted student records may be destroyed six months after the student completes or withdraws from the educational program and their usefulness ceases, including: (5 CCR 432, 437)

1. Objective counselor and/or teacher ratings

2. Standardized test results older than three years

3. Routine disciplinary data

(cf. 5144 - Discipline)

4. Verified reports of relevant behavioral patterns

5. All disciplinary notices

6. Supplementary attendance records

STUDENT RECORDS (continued)

Records shall be destroyed in a way that assures they will not be available to possible public inspection in the process of destruction. (5 CCR 437)

Transfer of Student Records

When a student transfers into this district from any other school district or a private school, the Superintendent or designee shall inform the student's parent/guardian of rights regarding student records, including a parent/guardian's right to review, challenge, and receive a copy of student records. (Education Code 49068; 5 CCR 438)

When a student transfers into this district from another district, the Superintendent or designee shall request that the student's previous district provide any records, either maintained by that district in the ordinary course of business or received from a law enforcement agency, regarding acts committed by the transferring student that resulted in the student's suspension or expulsion. (Education Code 48201)

(cf. 4158/4258/4358 - Employee Security)
(cf. 5119 - Students Expelled From Other Districts)

When a student transfers from this district to another school district or to a private school, the Superintendent or designee shall forward a copy of the student's mandatory permanent record within 10 school days of the district's receipt of the request for the student's records. The original record or a copy shall be retained permanently by this district. If the transfer is to another California public school, the student's entire mandatory interim record shall also be forwarded. If the transfer is out of state or to a private school, the mandatory interim record may be forwarded. Permitted student records may be forwarded to any other district or private school. (Education Code 48918, 49068; 5 CCR 438)

Upon receiving a request from a county placing agency to transfer a student in foster care out of a district school, the Superintendent or designee shall transfer the student's records to the next educational placement within two business days. (Education Code 49069.5)

All student records shall be updated before they are transferred. (5 CCR 438)

Student records shall not be withheld from the requesting district because of any charges or fees owed by the student or parent/guardian. (5 CCR 438)

If the district is withholding grades, diploma, or transcripts from the student because of damage or loss of school property, this information shall be sent to the requesting district along with the student's records.

(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)

STUDENT RECORDS (continued)

Notification of Parents/Guardians

Upon any student's initial enrollment, and at the beginning of each school year thereafter, the Superintendent or designee shall notify parents/guardians and eligible students, in writing, of their rights related to student records. If 15 percent or more of the students enrolled in the district speak a single primary language other than English, then the district shall provide these notices in that language. Otherwise, the district shall provide these notices in the student's home language insofar as practicable. The district shall effectively notify parents/guardians or eligible students with disabilities. (Education Code 48985, 49063; 34 CFR 99.7)

(cf. 5145.6 - Parental Notifications)

The notice shall include: (Education Code 49063; 34 CFR 99.7, 99.34)

1. The types of student records kept by the district and the information contained therein

2. The title(s) of the official(s) responsible for maintaining each type of record

3. The location of the log identifying those who request information from the records

4. District criteria for defining school officials and employees and for determining legitimate educational interest

5. District policies for reviewing and expunging student records

6. The right to inspect and review student records and the procedures for doing so

7. The right to challenge and the procedures for challenging the content of a student record that the parent/guardian or student believes to be inaccurate, misleading, or otherwise in violation of the student's privacy rights

8. The cost, if any, charged for duplicating copies of records

9. The categories of information defined as directory information pursuant to Education Code 49073

10. The right to consent to disclosures of personally identifiable information contained in the student's records except when disclosure without consent is authorized by law

11. Availability of the curriculum prospectus developed pursuant to Education Code 49091.14 containing the titles, descriptions, and instructional aims of every course offered by the school

STUDENT RECORDS (continued)

(cf. 5020 - Parent Rights and Responsibilities)

12. Any other rights and requirements set forth in Education Code 49060-49085, and the right of parents/guardians to file a complaint with the U.S. Department of Education concerning an alleged failure by the district to comply with 20 USC 1232g

13. A statement that the district forwards education records to other agencies or institutions that request the records and in which the student seeks or intends to enroll or is already enrolled as long as the disclosure is for purposes related to the student's enrollment

In addition, the annual parental notification shall include a statement that a student's citizenship status, immigration status, place of birth, or any other information indicating national origin will not be released without parental consent or a court order.

Student Records from Social Media

For the purpose of gathering and maintaining records of students' social media activity, the Superintendent or designee shall: (Education Code 49073.6)

1. Gather or maintain only information that pertains directly to school safety or student safety

2. Provide a student with access to any information that the district obtained from the student's social media activity and an opportunity to correct or delete such information

3. Destroy information gathered from social media and maintained in student records within one year after a student turns 18 years of age or within one year after the student is no longer enrolled in the district, whichever occurs first

4. Notify each parent/guardian that the student's information is being gathered from social media and that any information maintained in the student's records shall be destroyed as provided in item #3 above. The notification shall also include, but is not limited to, an explanation of the process by which a student or the student's parent/guardian may access the student's records for examination of the information gathered or maintained and the process by which removal of the information may be requested or corrections to the information may be made. The notification may be provided as part of the annual parental notification required pursuant to Education Code 48980.

5. If the district contracts with a third party to gather information on a student from social media, ensure that the contract:

STUDENT RECORDS (continued)

a. Prohibits the third party from using the information for purposes other than those specified in the contract or from selling or sharing the information with any person or entity other than the district, the student, or the student's parent/guardian

b. Requires the third party to destroy the information immediately upon satisfying the terms of the contract, or when the district notifies the third party that the student has turned 18 years of age or is no longer enrolled in the district, whichever occurs first

Updating Name and/or Gender of Former Students

When a former student submits a state-issued driver's license, birth certificate, passport, social security card, court order, or other government-issued documentation demonstrating that the former student's legal name and/or gender has changed, the district shall update the former student's records to include the updated legal name and/or gender. Upon request by the former student, the district shall reissue any documents conferred upon the former student, including, but not limited to, a transcript, a high school diploma, a high school equivalency certificate, or other similar documents. (Education Code 49062.5)

If the former student's name or gender is changed and the requested records are reissued, a new document shall be added to the former student's file that includes all of the following information: (Education Code 49062.5)

1. The date of the request

2. The date the requested records were reissued to the former student

3. A list of the records that were requested by and reissued to the former student

4. The type of documentation, if any, provided by the former student to demonstrate a legal change to the student's name and/or gender

5. The name of the employee who completed the request

6. The current and former names and/or genders of the student

Any former student who submits a request to change the legal name and/or gender on the student's records but is unable to provide any government-issued documentation demonstrating the legal name or gender change, may request a name or gender change through the process described in Education Code 49070 and AR 5125.3 - Challenging Student Records. (Education Code 49062.5)

NONDISCRIMINATION/HARASSMENT

The district designates the individual(s) identified below as the employee(s) responsible for coordinating the district's efforts to comply with applicable state and federal civil rights laws and to answer inquiries regarding the district's nondiscrimination policies. The individual(s) shall also serve as the compliance officer(s) specified in AR 1312.3 - Uniform Complaint Procedures as the responsible employee to handle complaints alleging unlawful discrimination targeting a student, including discriminatory harassment, intimidation, or bullying, based on the student's actual or perceived race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, medical condition, sex, sexual orientation, gender, gender identity, gender expression, genetic information, or any other legally protected status or association with a person or group with one or more of these actual or perceived characteristics. The coordinator/compliance officer(s) may be contacted at: (Education Code 234.1; 5 CCR 4621)

Assistant Superintendent, Educational Services
(title or position)
Instructional Services
(unit or office)
1900 W. Olive Avenue, Burbank, CA 91506
(address)
(818) 729-4491
(telephone number)
JohnParamo@Burbankusd.org
(email)

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 5145.7 - Sexual Harassment)
(cf. 5145.71 - Title IX Sexual Harassment Complaint Procedures)

Measures to Prevent Discrimination

To prevent unlawful discrimination, including discriminatory harassment, intimidation, retaliation, and bullying, of students at district schools or in school activities and to ensure equal access of all students to the educational program, the Superintendent or designee shall implement the following measures:

1. Publicize the district's nondiscrimination policy and related complaint procedures, including the coordinator/compliance officer's contact information, to students, parents/guardians, employees, volunteers, and the general public by posting them in prominent locations and providing easy access to them through district-supported communications

2. Post the district's policies and procedures prohibiting discrimination, harassment, student sexual harassment, intimidation, bullying, and cyberbullying, including a section on social media bullying that includes all of the references described in

NONDISCRIMINATION/HARASSMENT (continued)

Education Code 234.6 as possible forums for social media, in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students (Education Code 234.6)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)
(cf. 5131.2 - Bullying)
(cf. 5145.9 - Hate-Motivated Behavior)

3. Post the definition of sex discrimination and harassment as described in Education Code 230, including the rights set forth in Education Code 221.8, in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students (Education Code 234.6)

4. Post in a prominent location on the district web site in a manner that is easily accessible to parents/guardians and students information regarding Title IX prohibitions against discrimination based on a student's sex, gender, gender identity, pregnancy, and parental status, including the following: (Education Code 221.6, 221.61, 234.6)

   a. The name and contact information of the district's Title IX Coordinator, including the phone number and email address

   b. The rights of students and the public and the responsibilities of the district under Title IX, including a list of rights as specified in Education Code 221.8 and web links to information about those rights and responsibilities located on the web sites of the Office for Equal Opportunity and the U.S. Department of Education's Office for Civil Rights (OCR)

   c. A description of how to file a complaint of noncompliance under Title IX, which shall include:

      (1) An explanation of the statute of limitations within which a complaint must be filed after an alleged incident of discrimination has occurred and how a complaint may be filed beyond the statute of limitations

      (2) An explanation of how the complaint will be investigated and how the complainant may further pursue the complaint, including web links to this information on the OCR's web site

      (3) A web link to the OCR complaints form and the contact information for the office, including the phone number and email address for the office

NONDISCRIMINATION/HARASSMENT (continued)

d. A link to the Title IX information included on the California Department of Education's (CDE) web site

5. Post a link to statewide CDE-compiled resources, including community-based organizations, that provide support to youth who have been subjected to school-based discrimination, harassment, intimidation, or bullying and to their families. Such resources shall be posted in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students. (Education Code 234.5, 234.6)

6. Provide to students a handbook that contains age-appropriate information that clearly describes the district's nondiscrimination policy, procedures for filing a complaint, and resources available to students who feel that they have been the victim of any such behavior.

7. Annually notify all students and parents/guardians of the district's nondiscrimination policy, including its responsibility to provide a safe, nondiscriminatory school environment for all students. The notice shall inform students and parents/guardians that they may request to meet with the compliance officer to determine how best to accommodate or resolve concerns that may arise from the district's implementation of its nondiscrimination policies. The notice shall also inform all students and parents/guardians that, to the extent possible, the district will address any individual student's interests and concerns in private.

(cf. 5145.6 - Parental Notifications)

8. Ensure that students and parents/guardians, including those with limited English proficiency, are notified of how to access the relevant information provided in the district's nondiscrimination policy and related complaint procedures, notices, and forms in a language they can understand.

   If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's policy, regulation, forms, and notices concerning nondiscrimination shall be translated into that language in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

9. Provide to students, employees, volunteers, and parents/guardians age-appropriate training and/or information regarding the district's nondiscrimination policy; what constitutes prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying; how and to whom a report of an incident should be made; and how to guard against segregating or stereotyping students when

NONDISCRIMINATION/HARASSMENT (continued)

providing instruction, guidance, supervision, or other services to them. Such training and information shall include details of guidelines the district may use to provide a discrimination-free environment for all district students.

(cf. 1240 - Volunteer Assistance)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

10. At the beginning of each school year, inform school employees that any employee who witnesses any act of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, against a student is required to intervene if it is safe to do so. (Education Code 234.1)

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

11. At the beginning of each school year, inform each principal or designee of the district's responsibility to provide appropriate assistance or resources to protect students from threatened or potentially discriminatory behavior and ensure their privacy rights.

Enforcement of District Policy

The Superintendent or designee shall take appropriate actions to reinforce BP 5145.3 - Nondiscrimination/Harassment. As needed, these actions may include any of the following:

1. Removing vulgar or offending graffiti

(cf. 5131.5 - Vandalism and Graffiti)

2. Providing training to students, staff, and parents/guardians about how to recognize unlawful discrimination, how to report it or file a complaint, and how to respond

3. Disseminating and/or summarizing the district's policy and regulation regarding unlawful discrimination

4. Consistent with laws regarding the confidentiality of student and personnel records, communicating to students, parents/guardians, and the community the school's response plan to unlawful discrimination or harassment

(cf. 4112.6/4212.6/4312.6 - Personnel Files)
(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 5125 - Student Records)

NONDISCRIMINATION/HARASSMENT (continued)

5. Taking appropriate disciplinary action against students, employees, and anyone determined to have engaged in wrongdoing in violation of district policy, including any student who is found to have filed a complaint of discrimination that the student knew was not true

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
(cf. 6159.4 - Behavioral Interventions for Special Education Students)

Process for Initiating and Responding to Complaints

Students who feel that they have been subjected to unlawful discrimination described above or in district policy are strongly encouraged to immediately contact the compliance officer, principal, or any other staff member. In addition, students who observe any such incident are strongly encouraged to report the incident to the compliance officer or principal, whether or not the alleged victim files a complaint.

Any school employee who observes an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, or to whom such an incident is reported shall report the incident to the compliance officer or principal within a school day, whether or not the alleged victim files a complaint.

Any school employee who witnesses an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When a report of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, is made to or received by the principal or compliance officer, the principal or compliance officer shall notify the student or parent/guardian of the right to file a formal complaint in accordance with AR 1312.3 - Uniform Complaint Procedures or, for complaints of sexual harassment that meet the federal Title IX definition, AR 5145.71 - Title IX Sexual Harassment Complaint Procedures. Once notified verbally or in writing, the compliance officer shall begin the investigation and shall implement immediate measures necessary to stop the discrimination and ensure that all students have access to the educational program and a safe school environment. Any interim measures adopted to address unlawful discrimination shall, to the extent possible, not disadvantage the complainant or a student who is the victim of the alleged unlawful discrimination.

Any report or complaint alleging unlawful discrimination by the principal, compliance officer, or any other person to whom a report would ordinarily be made or complaint filed

NONDISCRIMINATION/HARASSMENT (continued)

shall instead be made to or filed with the Superintendent or designee who shall determine how the complaint will be investigated.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

Issues Unique to Intersex, Nonbinary, Transgender and Gender-Nonconforming Students

Gender identity of a student means the student's gender-related identity, appearance, or behavior as determined from the student's internal sense, whether or not that gender-related identity, appearance, or behavior is different from that traditionally associated with the student's physiology or assigned sex at birth.

Gender expression means a student's gender-related appearance and behavior, whether stereotypically associated with the student's assigned sex at birth. (Education Code 210.7)

Gender transition refers to the process in which a student changes from living and identifying as the sex assigned to the student at birth to living and identifying as the sex that corresponds to the student's gender identity.

Gender-nonconforming student means a student whose gender expression differs from stereotypical expectations.

Intersex student means a student with natural bodily variations in anatomy, hormones, chromosomes, and other traits that differ from expectations generally associated with female and male bodies.

Nonbinary student means a student whose gender identity falls outside of the traditional conception of strictly either female or male, regardless of whether or not the student identifies as transgender, was born with intersex traits, uses gender-neutral pronouns, or uses agender, genderqueer, pangender, gender nonconforming, gender variant, or such other more specific term to describe their gender.

Transgender student means a student whose gender identity is different from the gender assigned at birth.

The district prohibits acts of verbal, nonverbal, or physical aggression, intimidation, or hostility that are based on sex, gender identity, or gender expression, or that have the purpose or effect of producing a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment, regardless of whether the acts are sexual in nature. Examples of the types of conduct which are prohibited in the district and which may constitute gender-based harassment include, but are not limited to:

NONDISCRIMINATION/HARASSMENT (continued)

1. Refusing to address a student by a name and the pronouns consistent with the student's gender identity

2. Disciplining or disparaging a student or excluding the student from participating in activities, for behavior or appearance that is consistent with the student's gender identity or that does not conform to stereotypical notions of masculinity or femininity, as applicable

3. Blocking a student's entry to the restroom that corresponds to the student's gender identity

4. Taunting a student because the student participates in an athletic activity more typically favored by a student of the other sex

5. Revealing a student's gender identity to individuals who do not have a legitimate need for the information, without the student's consent

6. Using gender-specific slurs

7. Physically assaulting a student motivated by hostility toward the student because of the student's gender, gender identity, or gender expression

The district's uniform complaint procedures (AR 1312.3) or Title IX sexual harassment procedures (AR 5145.71), as applicable, shall be used to report and resolve complaints alleging discrimination against intersex, nonbinary, transgender, and gender-nonconforming students.

Examples of bases for complaints include, but are not limited to, the above list, as well as improper rejection by the district of a student's asserted gender identity, denial of access to facilities that correspond with a student's gender identity, improper disclosure of a student's gender identity, discriminatory enforcement of a dress code, and other instances of gender-based harassment.

To ensure that intersex, nonbinary, transgender, and gender-nonconforming students are afforded the same rights, benefits, and protections provided to all students by law and Board policy, the district shall address each situation on a case-by-case basis, in accordance with the following guidelines:

1. Right to privacy: A student's intersex, nonbinary, transgender, or gender-nonconforming status is the student's private information. The district shall develop strategies to prevent unauthorized disclosure of students' private information. Such

NONDISCRIMINATION/HARASSMENT (continued)

strategies may include, but are not limited to, collecting or maintaining information about student gender only when relevant to the educational program or activity, protecting or revealing a student's gender identity as necessary to protect the health or safety of the student, and keeping a student's unofficial record separate from the official record.

The district shall only disclose the information to others with the student's prior written consent, except when the disclosure is otherwise required by law or when the district has compelling evidence that disclosure is necessary to preserve the student's physical or mental well-being. In any case, the district shall only allow disclosure of a student's personally identifiable information to employees with a legitimate educational interest as determined by the district pursuant to 34 CFR 99.31. Any district employee to whom a student's intersex, nonbinary, transgender, or gender-nonconforming status is disclosed shall keep the student's information confidential. When disclosure of a student's gender identity is made to a district employee by a student, the employee shall seek the student's permission to notify the compliance officer. If the student refuses to give permission, the employee shall keep the student's information confidential, unless the employee is required to disclose or report the student's information pursuant to this administrative regulation, and shall inform the student that honoring the student's request may limit the district's ability to meet the student's needs related to the student's status as an intersex, nonbinary, transgender, or gender-nonconforming student. If the student permits the employee to notify the compliance officer, the employee shall do so within three school days.

As appropriate given the student's need for support, the compliance officer may discuss with the student any need to disclose the student's intersex, nonbinary, transgender, or gender-nonconformity status or gender identity or gender expression to the student's parents/guardians and/or others, including other students, teacher(s), or other adults on campus. The district shall offer support services, such as counseling, to students who wish to inform their parents/guardians of their status and desire assistance in doing so.

(cf. 1340 - Access to District Records)
(cf. 3580 - District Records)

2. Determining a Student's Gender Identity: The compliance officer shall accept the student's assertion of gender identity and begin to treat the student consistent with that gender identity unless district personnel present a credible and supportable basis for believing that the student's assertion is for an improper purpose.

3. Addressing a Student's Transition Needs: The compliance officer shall arrange a meeting with the student and, if appropriate, the student's parents/guardians to

NONDISCRIMINATION/HARASSMENT (continued)

identify and develop strategies for ensuring that the student's access to educational programs and activities is maintained. The meeting shall discuss the intersex, nonbinary, transgender, or gender-nonconforming student's rights and how those rights may affect and be affected by the rights of other students and shall address specific subjects related to the student's access to facilities and to academic or educational support programs, services, or activities, including, but not limited to, sports and other competitive endeavors. In addition, the compliance officer shall identify specific school site employee(s) to whom the student may report any problem related to the student's status as an intersex, nonbinary, transgender, or gender-nonconforming individual, so that prompt action can be taken to address it. Alternatively, if appropriate and desired by the student, the school may form a support team for the student that will meet periodically to assess whether the arrangements for the student are meeting the student's educational needs and providing equal access to programs and activities, educate appropriate staff about the student's transition, and serve as a resource to the student to better protect the student from gender-based discrimination.

4. Accessibility to Sex-Segregated Facilities, Programs, and Activities: When the district maintains sex-segregated facilities, such as restrooms and locker rooms, or offers sex-segregated programs and activities, such as physical education classes, intermural sports, and interscholastic athletic programs, students shall be permitted to access facilities and participate in programs and activities consistent with their gender identity. To address any student's privacy concerns in using sex-segregated facilities, the district shall offer available options such as a gender-neutral or single-use restroom or changing area, a bathroom stall with a door, an area in the locker room separated by a curtain or screen, or use of the locker room before or after the other students. However, the district shall not require a student to utilize these options because the student is intersex, nonbinary, transgender, or gender-nonconforming. In addition, a student shall be permitted to participate in accordance with the student's gender identity in other circumstances where students are separated by gender, such as for class discussions, yearbook pictures, and field trips. A student's right to participate in a sex-segregated activity in accordance with the student's gender identity shall not render invalid or inapplicable any other eligibility rule established for participation in the activity.

(cf. 6145 - Extracurricular and Cocurricular Activities)
(cf. 6145.2 - Athletic Competition)
(cf. 6153 - School-Sponsored Trips)
(cf. 7110 - Facilities Master Plan)

5. Student Records: Upon each student's enrollment, the district is required to maintain a mandatory permanent student record (official record) that includes the student's gender and legal name.

NONDISCRIMINATION/HARASSMENT (continued)

A student's legal name as entered on the mandatory student record required pursuant to 5 CCR 432 shall only be changed with proper documentation. A student's gender as entered on the student's official record required pursuant to 5 CCR 432 shall only be changed with written authorization of a parent/guardian having legal custody of the student. (Education Code 49061)

However, when proper documentation or authorization, as applicable, is not submitted with a request to change a student's legal name or gender, any change to the student's record shall be limited to the student's unofficial records such as attendance sheets, report cards, and school identification.

(cf. 5125 - Student Records)
(cf. 5125.1 - Release of Directory Information)
(cf. 5125.3 - Challenging Student Records)

6. Names and Pronouns: If a student so chooses, district personnel shall be required to address the student by a name and the pronoun(s) consistent with the student's gender identity, without the necessity of a court order or a change to the student's official district record. However, inadvertent slips or honest mistakes by district personnel in the use of the student's name and/or consistent pronouns will, in general, not constitute a violation of this administrative regulation or the accompanying district policy.

7. Uniforms/Dress Code: A student has the right to dress in a manner consistent with the student's gender identity, subject to any dress code adopted on a school site.

(cf. 5132 - Dress and Grooming)

CHILD CARE AND DEVELOPMENT

The Governing Board desires to provide child care and development services which meet the developmental needs of children and offer a convenient child care alternative for parents/guardians in the community.

(cf. 5148.2 - Before/After School Programs)
(cf. 5148.3 - Preschool/Early Childhood Education)
(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
(cf. 6175 - Migrant Education Program)

The Board shall enter into a contract with the California Department of Social Services (CDSS) for the provision of child care and development services by the district.

(cf. 3312 - Contracts)

The district shall work cooperatively with the local child care and development planning council, public and private agencies, parents/guardians, and other community members to assess child care needs in the community, establish program priorities, obtain ongoing feedback on program quality, and supply information about child care options.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 1700 - Relations Between Private Industry and the Schools)

The Board shall approve for the district's child care and development program a written philosophical statement, goals, and objectives that reflect the cultural and linguistic characteristics of the families to be served and address the program components specified in 5 CCR 18272-18281 and the accompanying administrative regulation. (5 CCR 18271)

(cf. 0000 - Vision)
(cf. 0100 - Philosophy)
(cf. 0200 - Goals for the School District)

When a district child care program is physically closed by local or state public health order due to the COVID-19 pandemic, the district shall provide distance learning when required to do so as a condition of funding or when required by law.

Eligibility and Enrollment

Child care admissions policies and procedures shall be in writing and available to the public. Such policies and procedures shall include criteria designating those children whose needs can be met by the child care center's program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions, and health examination requirements. (5 CCR 18105; 22 CCR 101218)

CHILD CARE AND DEVELOPMENT (continued)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 3540 - Transportation)
(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 5141.22 - Infectious Diseases)
(cf. 5141.3 - Health Examinations)
(cf. 5141.31 - Immunizations)

The Superintendent or designee shall ensure that subsidized child care is provided to eligible families to the extent that state and/or federal funding is available and in accordance with enrollment priorities specified in Welfare and Institutions Code 10271 and 5 CCR 18106.

To the extent that space is available after the enrollment of children who are eligible for subsidized services, priority for admissions shall be given to district students, children of district students, and children of district employees.

A child's eligibility for transitional kindergarten enrollment shall not impact family eligibility for a childcare or preschool program. (Education Code 48000)

(cf. 5111.1 - District Residency)
(cf. 5146 - Married/Pregnant/Parenting Students)

Staffing

The Superintendent or designee shall ensure that individuals working in child care and development programs have the necessary qualifications and have satisfied all legal requirements.

(cf. 1240 - Volunteer Assistance)
(cf. 4112.2 - Certification)
(cf. 4112.4/4212.4/4312.4 - Health Examinations)
(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)
(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Facilities

Upon recommendation of the Superintendent or designee, the Board may approve any of the following for the provision of child care and development services:

1. The use of existing district facilities that have capacity

2. Renovation or improvement of district facilities to make them suitable for such services

3. Purchase of relocatable child care facilities

CHILD CARE AND DEVELOPMENT (continued)

4. Inclusion of child care facilities in any new construction

5. Agreement with a public agency or community organization for the use of community facilities

(cf. 1330.1 - Joint Use Agreements)
(cf. 7110 - Facilities Master Plan)

The Superintendent or designee shall ensure that facilities used for child care services meet all applicable health and safety standards. (5 CCR 18020; 22 CCR 101238-101239.2)

Complaints

For a licensed child care center, any complaint alleging health and safety violations shall be referred to CDSS. (5 CCR 4611)

Any other alleged violation of state or federal laws governing child care and development programs shall be investigated and resolved using the district's procedures in BP/AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Program Evaluation

The Superintendent or designee shall annually conduct an evaluation of the district's child care and development services in accordance with state requirements. The results of the evaluation shall be used to develop an action plan which establishes program goals and objectives for the coming year and addresses any areas identified as needing improvement. (5 CCR 18279-18281)

(cf. 0500 - Accountability)

Legal Reference: (see next page)

CHILD CARE AND DEVELOPMENT (continued)

Legal Reference:

EDUCATION CODE
8200-8340 California State Preschool Program, especially:
8207 Administration; operation of programs; services
8482-8484.65 After-school education and safety program
8484.7-8484.9 21st Century community learning centers
48000 Transitional kindergarten
49540-49546 Child care food program
49570 National School Lunch program
56244 Staff development funding
HEALTH AND SAFETY CODE
1596.70-1596.895 California Child Day Care Act
1596.90-1597.21 Day care centers
120325-120380 Immunization requirements
WELFARE AND INSTITUTIONS CODE
10200-10206 Early Childhood Development Act of 2020
10207-10490 Child Care and Development Services Act, especially:
10207-10215 General provisions
10217-10224.5 Resource and referral programs
10225-10234 Alternative payment programs
10235-10238 Migrant child care and development programs
10240-10243 General child care and development programs
10250-10252 Family child care home education networks
10260-10263 Child care and development services for children with special needs
10271 Eligibility, enrollment and priority of services; physical examinations; rules and regulations
10271.5 Income eligibility
10272.5 Order of disenrollment
10273 Preferred placement for otherwise eligible children ages 11 or 12
10290 Fee schedule for families using preschool and child care and development services
10291 Families exempt from family fees
10315 Transfer of information to public schools
10322 Children residing in another district; use of facilities and personnel
10480-10487 Local planning councils
CODE OF REGULATIONS, TITLE 5
4610-4687 Uniform complaint procedures
18000-18434 Child care and development programs, especially:
18012-18122 General requirements
18180-18192 Federal and state migrant programs
18210-18213 Severely handicapped program
18220-18231 Alternative payment program
18240-18248 Resource and referral program
18270-18281 Program quality, accountability
18290-18292 Staffing ratios
18295 Waiver of qualifications for site supervisor
18300-18308 Appeals and dispute resolution
80105-80125 Commission on Teacher Credentialing, child care and development permits

Legal Reference continued: (see next page)

CHILD CARE AND DEVELOPMENT (continued)

Legal Reference: (continued)
CODE OF REGULATIONS, TITLE 22
101151-101239.2 General requirements, licensed child care centers, especially:
101151-101163 Licensing and application procedures
101212-101231 Continuing requirements
101237-101239.2 Facilities and equipment
UNITED STATES CODE, TITLE 42
1751-1769j National School Lunch Programs
9831-9852 Head Start programs
9858-9858q Child care and development block grant
CODE OF FEDERAL REGULATIONS, TITLE 7
210.1-210.31 National School Lunch program
CODE OF FEDERAL REGULATIONS, TITLE 45
98.2-98.93 Child care and development fund
COURT DECISIONS
CBS Inc. v. The Superior Court of Los Angeles County, State Department of Social Services, (2001) 91 Cal.App.4th 892

Management Resources:
CALIFORNIA DEPARTMENT OF SOCIAL SERVICES PUBLICATIONS
COVID-19 Licensed Child Care Facilities and Providers (FAQs)
Child Care & Development Division FAQ
Child Care Transition: The Early Childhood Development Act of 2020
WEB SITES
CSBA: http://www.csba.org
California Association for the Education of Young Children: http://www.caeyc.org
California Child Development Administrators Association: http://www.ccdaa.org
California Department of Education, Early Education and Support Division: http://www.cde.ca.gov/sp/cd
California Department of Education, Early Education Management Bulletins: http://www.cde.ca.gov/sp/cd/ci/allmbs.asp
California Department of Social Services: https://www.cdss.ca.gov
California Head Start Association: http://caheadstart.org
California School-Age Consortium: http://calsac.org
Commission on Teacher Credentialing: http://www.ctc.ca.gov
National Association for the Education of Young Children: http://www.naeyc.org
U.S. Department of Education: http://www.ed.gov

CHILD CARE AND DEVELOPMENT

Licensing

All district child care and development services shall be licensed by the California Department of Social Services, unless exempted pursuant to Health and Safety Code 1596.792 or 22 CCR 101158.

The license shall be posted in a prominent, publicly accessible location in the facility. (Health and Safety Code 1596.8555)

Licensed child care centers shall be subject to the requirements of Health and Safety Code 1596.70-1597.21, 22 CCR 101151-101239.2, and, when applicable, 22 CCR 101451-101539.

Program Components

The district's child care and development program shall include the following components:

1. The use of a developmental profile reflecting each child's physical, cognitive, social, and emotional development to plan and conduct developmentally and age appropriate activities (Welfare and Institutions Code 10209.5; 5 CCR 18272)

   Program staff shall complete the developmental profile for each child who is enrolled in the program for at least 10 hours per week and for any child with disabilities regardless of the number of hours enrolled. The profile shall be completed within 60 days of enrollment and at least once every six months thereafter for children of all ages. (Welfare and Institutions Code 10209.5; 5 CCR 18270.5, 18272)

2. An educational program that complies with 5 CCR 18273, including the provision of services that are developmentally, linguistically, and culturally appropriate and inclusive of children with special needs

(cf. 5148.2 - Before/After School Programs)
(cf. 5148.3 - Preschool/Early Childhood Education)
(cf. 6159 - Individualized Education Program)
(cf. 6164.6 - Identification and Education Under Section 504)
(cf. 6174 - Education for English Learners)

3. A staff development program which complies with 5 CCR 18274

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

CHILD CARE AND DEVELOPMENT (continued)

4. Parent/guardian involvement and education that comply with 5 CCR 18275 and include an orientation, at least two individual conferences per year, meetings with program staff, an advisory committee, participation in daily activities, and information regarding their child's progress

(cf. 6020 - Parent Involvement)

5. A health and social services component that complies with 5 CCR 18276 and includes referrals to appropriate community agencies as needed

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 5141 - Health Care and Emergencies)
(cf. 5141.23 - Asthma Management)
(cf. 5141.6 - School Health Services)

6. A community involvement component that complies with 5 CCR 18277

7. As applicable, a nutrition component that ensures children in the program are provided nutritious meals, beverages, and snacks that meet state and federal standards and have access to drinking water throughout the day, including meal times (Health and Safety Code 1596.808; 5 CCR 18278; 42 USC 1766)

(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 5030 - Student Wellness)
(cf. 5141.27 - Food Allergies/Special Dietary Needs)

8. Programs that promote age-appropriate structured and unstructured opportunities for physical activity and that limit the amount of time spent in sedentary activities to an appropriate level

9. An annual plan for program evaluation which conforms with the state's system and includes a self-evaluation, parent/guardian survey, and environment rating scale (5 CCR 18270.5, 18279, 18280)

(cf. 0500 - Accountability)

Health and Safety

When a child enrolls or reenrolls in a licensed child care program, the center shall provide the child's parent/guardian with written information on the risks and effects of lead exposure, blood lead testing recommendations and requirements, and options for obtaining blood lead testing, including any state or federally funded programs that offer free or discounted tests. (Health and Safety Code 1596.7996)

(cf. 5145.6 - Parental Notifications)

CHILD CARE AND DEVELOPMENT (continued)

If a licensed child care center is located in a building that was constructed before January 1, 2010, the center shall have its drinking water tested for lead contamination every five years following an initial test conducted between January 1, 2020 and January 1, 2023. The center shall notify the parents/guardians of enrolled children of the requirement to test a facility's drinking water and of the test results. If notified of elevated lead levels, the center shall immediately make inoperable and cease using the fountains and faucets where elevated lead levels may exist and shall obtain a potable source of water for children and staff at that location. (Health and Safety Code 1597.16)

Staffing

The district's child care and development program shall maintain at least the minimum adult-child and teacher-child ratios specified in Welfare and Institutions Code 10275.5 and 5 CCR 18290-18292 based on the ages of the children served.

All persons employed at a licensed district child care center and all volunteers who provide care and supervision to children at such a center shall be immunized against influenza, pertussis, and measles. If they meet all other requirements for employment or volunteering, as applicable, but need additional time to obtain and provide immunization records, they may be employed or volunteer conditionally for a maximum of 30 days upon signing and submitting a written statement attesting that they have been immunized as required. In addition, employees and volunteers shall receive an influenza vaccination between August 1 and December 1 of each year. A person shall be exempt from these requirements only under any of the following circumstances: (Health and Safety Code 1596.7995)

1. The person submits a written statement from a licensed physician declaring either that immunization is not safe because of the person's physical condition or medical circumstances or that the person has evidence of current immunity to influenza, pertussis, and measles.

2. In the case of the influenza vaccine, the person submits a written declaration declining the vaccination.

3. In the case of the influenza vaccine required during the first year of employment or volunteering, the vaccine is not timely because the person was hired after December 1 of the previous year and before August 1 of the current year.

(cf. 1240 - Volunteer Assistance)
(cf. 4112.4/4212.4/4312.4 - Health Examinations)

Documentation of the required immunizations or exemptions from immunization shall be maintained in the employee's personnel file. (Health and Safety Code 1596.7995)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

CHILD CARE AND DEVELOPMENT (continued)

In addition to the above immunization requirements, teachers employed in a licensed child care center shall present evidence of a current tuberculosis clearance and meet other requirements specified in Health and Safety Code 1597.055. (Health and Safety Code 1597.055)

Eligibility and Enrollment

The district's subsidized child care and development services may be available to infants and children through 12 years of age and to individuals with disabilities through 21 years of age in accordance with their individualized education program and Welfare and Institutions Code 10213.5. (Welfare and Institutions Code 10213.5, 10273; 5 CCR 18089, 18407, 18422)

To participate in the district's subsidized child care program, families shall document both an eligibility basis and need for care as follows: (Welfare and Institutions Code 10271 and 10271.5)

1. The family is eligible for subsidized services on the basis of being a current aid recipient, income eligible, or homeless and/or the family's children are recipients of child protective services or have been identified as being or at risk of being abused, neglected, or exploited.

2. The family has a need for child care based on either of the following:

    a. The parents/guardians are participating in vocational training leading directly to a recognized trade, paraprofession, or profession; are engaged in an educational program for English language learners or to attain a high school diploma or general educational development certificate; are employed or seeking employment; are seeking permanent housing for family stability; or are incapacitated

    b. The child is identified by a legal, medical, or social services agency, the district liaison for homeless students, a Head Start program, or an emergency or transitional shelter as being a recipient of protective services, as being or at risk of being neglected, abused, or exploited, or as being homeless

The Superintendent or designee shall consult the county's centralized eligibility list, when available, or shall maintain a district waiting list in accordance with admission priorities. As vacancies occur, applicants shall be contacted in order of their priority. (5 CCR 18106)

First priority for enrollment shall be given to neglected or abused children who are recipients of child protective services, or children who are at risk of being neglected or abused, upon

CHILD CARE AND DEVELOPMENT (continued)

written referral from a legal, medical, or social services agency. If unable to enroll a child in this category, the district shall refer the child's parent/guardian to local resource and referral services so that services for the child can be located. (Welfare and Institutions Code 10271)

Second priority for enrollment shall be given to families, regardless of the number of parents in the home, who are income eligible, as defined in Welfare and Institutions Code 10271.5. Families with the lowest gross monthly income in relation to family size shall be admitted first. If two or more families are in the same priority in relation to income, the family that has a child with disabilities shall be admitted first or, if there is no child with disabilities, the family that has been on the waiting list for the longest time shall be admitted first. (Welfare and Institutions Code 10271 and 10271.5)

The district shall allow eligible children 11-12 years of age to combine enrollment in a before-school or after-school program with subsidized child care services during the time that the before-school or after-school program does not operate. Children 11-12 years of age, except for children with disabilities, shall be eligible for subsidized child care services only for the portion of care needed that is not available in a before-school or after-school program. (Welfare and Institutions Code 10273)

After all children eligible for subsidized services have been enrolled, the district may enroll other children in accordance with the priorities established by the Governing Board.

The district's decision to approve or deny services shall be communicated to the parent/guardian through a written Notice of Action mailed or delivered within 30 days from the date the application is signed by the parent/guardian. (5 CCR 18094, 18118)

Upon establishing eligibility for services, a family shall be eligible for and shall receive services for not less than 12 months before having the family's eligibility or need recertified and shall not be required to report changes to income or other changes for at least 12 months. However, a family establishing eligibility on the basis of income shall report any increases in income that exceed the threshold for ongoing income eligibility specified in Welfare and Institutions Code 10271.5, and the family's ongoing eligibility shall be recertified at that time. At any time a family may voluntarily report income or other changes, which shall be used, as applicable, to reduce the family's fees, increase the family's services, or extend the period of eligibility before recertification. (Welfare and Institutions Code 10271)

The Superintendent or designee shall mail or deliver a Notice of Action to a parent/guardian at least 14 calendar days before any intended change in services, including, but not limited to, an increase or decrease in fees, an increase or decrease in the amount of services, or termination of services, due to any of the following circumstances: (5 CCR 18095, 18119)

CHILD CARE AND DEVELOPMENT (continued)

1. A determination made during recertification or the update of the application that the need or eligibility requirements are no longer being met or the fee or amount of service needs to be modified

2. Failure of the parent/guardian to document the family's need or eligibility after the district requested such documentation in writing

3. An indication by the parent/guardian that the service is no longer wanted

4. The death of a parent/guardian or child

5. The conclusion of a limited-term agreement, provided that the parent/guardian has been informed in writing of the date that the services would terminate

The Superintendent or designee shall establish and maintain a basic data file for each family receiving child care and development services containing the completed and signed application for services, documentation used to determine the child's eligibility and need, and copies of all Notices of Action. (5 CCR 18081, 18095)

Fees and Charges

Except when offering a program that is prohibited by law from charging any fees, the Superintendent or designee may charge fees for services according to the state fee schedule, the actual cost of services, or the maximum daily/hourly rate specified in the contract, whichever is least. (Welfare and Institutions Code 10260, 10270, 10290, 10291, 10436; 5 CCR 18078, 18108-18110)

However, for the 2021-22 fiscal year, family fees shall not be collected as specified in Welfare and Institutions Code 10290.

No fee shall be charged to a family that is receiving CalWORKS cash aid, an income-eligible family whose child is enrolled in a part-day California State Preschool Program, or a family whose income level, in relation to family size, is less than the first entry in the fee schedule. (Education Code 8253; Welfare and Institutions Code 10291; 5 CCR 18110)

In addition, any family receiving child care on the basis of having neglected or abused children who are recipients of child protective services, or children who are at risk of being neglected or abused, upon written referral from a legal, medical, or social services agency, may be exempt from these fees for up to 12 months. (Welfare and Institutions Code 10271 and 10291)

CHILD CARE AND DEVELOPMENT (continued)

Fees shall be assessed at initial enrollment and reassessed when a family is recertified or experiences a change in status. Fees shall be considered delinquent after seven days from the date that fees are due. Parents/guardians shall be notified in the event that fees are delinquent. If a reasonable plan for payment of the delinquent fees has not been provided by the parents/guardians, services shall be terminated if all delinquent fees are not paid within two weeks of such notification. Parents/guardians shall receive a copy of the district's regulations regarding fee collection at the time of initial enrollment into the program. (Welfare and Institutions Code 10290; 5 CCR 18082, 18114, 18115)

The Superintendent or designee shall establish a process that involves parents/guardians in determining whether to require parents/guardians to provide diapers. This process shall also be used to determine whether and how much to charge parents/guardians for field trip expenses, within the limit specified in law. A child shall not be denied participation in a field trip due to the parent/guardian's inability or refusal to pay the fee, and no adverse action shall be taken against a parent/guardian for that inability or refusal. (Welfare and Institutions Code 10292)

Disenrollment

When necessary due to a reduction in state reimbursements, families shall be disenrolled from subsidized child care and development services in the following order: (Welfare and Institutions Code 10272.5)

1. Families with the highest income in relation to family size shall be disenrolled first.

2. If two or more families have the same income ranking, children without disabilities who have been enrolled in child care services the longest shall be disenrolled first. After all children without disabilities have been disenrolled, children with disabilities shall be disenrolled, with those who have been enrolled in child care services the longest being disenrolled first.

3. Families whose children are receiving child protective services or are at risk of neglect, abuse, or exploitation, regardless of family income, shall be disenrolled last.

Health Examination and Immunizations

Prior to or within six weeks of enrollment, a child enrolling in a child care center shall obtain a physical examination and evaluation and receive age-appropriate immunizations. (Welfare and Institutions Code 10271)

(cf. 5141.3 - Health Examinations)
(cf. 5141.31 - Immunizations)

CHILD CARE AND DEVELOPMENT (continued)

The requirement for a physical examination and evaluation shall be waived if a parent/guardian submits a letter stating that such examination is contrary to the parent/guardian's religious beliefs. (Welfare and Institutions Code 10271)

A child may be exempted from the immunization requirements only if: (Health and Safety Code 120335)

1. A licensed physician indicates that immunization is not safe due to the physical condition or medical circumstances of the child.

   A medical exemption shall be submitted using the standardized medical exemption certification form developed by California Department of Public Health and transmitted using the California Immunization Registry. The request shall include, but not be limited to, a description of the medical basis for which the exemption for each individual immunization is sought and whether the medical exemption is permanent or temporary, including the date upon which a temporary medical exemption will expire. A temporary exemption shall not exceed one year. (Health and Safety Code 120372)

2. The parent/guardian submitted a letter or affidavit prior to January 1, 2016 stating that such examination is contrary to the parent/guardian's personal beliefs. An exemption from immunization granted for personal beliefs is effective only until the next grade span (i.e., birth through preschool, grades K-6, and grades 7-12).

If there is good cause to believe that a child is suffering from a recognized contagious or infectious disease, the child shall be temporarily excluded from the child care and development program until it is determined that the child is not suffering from that contagious or infectious disease. (Welfare and Institutions Code 10271)

(cf. 5141.22 - Infectious Diseases)

Attendance

Sign-in and sign-out sheets shall be used daily for all children for attendance accounting purposes. Attendance records shall include verification of excused absences, including the child's name, date(s) of absence, specific reason for absence, and signature of parent/guardian or district representative. (5 CCR 18065, 18066)

Absences shall be excused for the following reasons:

1. Illness or quarantine of the child or of the parent/guardian (Welfare and Institutions Code 10213.5)

CHILD CARE AND DEVELOPMENT (continued)

2. Family emergency (Welfare and Institutions Code 10213.5)

   A family emergency shall be considered to exist when unforeseen circumstances cause the need for immediate action, such as may occur in the event of a natural disaster or when a member of the child's immediate family dies, has an accident, or is required to appear in court.

3. Time spent with a parent/guardian or other relative as required by a court of law (Welfare and Institutions Code 10213.5)

4. Time spent with a parent/guardian or other relative which is clearly in the best interest of the child (Welfare and Institutions Code 10213.5)

   An absence shall be considered to be in the best interest of the child when the time is spent with the child's parent/guardian or other relative for reasons deemed justifiable by the program coordinator or site supervisor.

   Except for children who are recipients of child protective services or are at risk of abuse or neglect, excused absences in the best interest of the child shall be limited to 10 days during the contract period. (5 CCR 18066)

Any absence due to a reason other than any of those stated above, or without the required verification, shall be considered an unexcused absence. After three unexcused absences during the year, the program coordinator or site supervisor shall notify the child's parent/guardian. Children who continue to have excessive unexcused absences may be removed from the program at the discretion of the program coordinator in order to accommodate other families on the waiting list for admission.

Parents/guardians shall be notified of the policies and procedures related to excused and unexcused absences for child care and development services. (5 CCR 18066)

Rights of Parents/Guardians

At the time a child is accepted into a licensed child care and development center, the child's parent/guardian or authorized representative shall be notified of the rights specified in 22 CCR 101218.1, including, but not limited to, the right to enter and inspect the child care facility and the right to be informed, upon request, of the name and type of association to the center of any adult who has been granted a criminal record exemption. (Health and Safety Code 1596.857; 22 CCR 101218.1)

The written notice of parent/guardian rights also shall be permanently posted within the facility in a location accessible to parents/guardians. Notwithstanding these rights, access to

CHILD CARE AND DEVELOPMENT (continued)

the facility may be denied to an adult whose behavior presents a risk to children present in the facility or to noncustodial parents/guardians when so requested by the responsible parent/guardian. (Health and Safety Code 1596.857)

In addition, if a parent/guardian disagrees with any district action to deny a child's eligibility for subsidized child care services, disenroll the child due to a funding shortage, increase or decrease fees, increase or decrease the amount of services, terminate services, or otherwise change the level of services, the parent/guardian may file a request for a hearing with the Superintendent or designee within 14 calendar days of the date the Notice of Action was received. Within 10 calendar days of receiving the request for a hearing, the Superintendent or designee shall notify the parent/guardian of the time and place of the hearing, which, to the extent possible, shall be convenient for the parent/guardian. (5 CCR 18120)

The hearing shall be conducted in accordance with the procedures specified in 5 CCR 18120 by a district administrator who is at a staff level higher in authority than the staff person who made the contested decision. Within 10 calendar days after the hearing, the district administrator shall mail or deliver a written decision to the parent/guardian. If the parent/guardian disagrees with the written decision, the parent/guardian may, within 14 calendar days, appeal the decision to the CDE. (5 CCR 18120-18122)

Records

The Superintendent or designee shall maintain records of enrollment, attendance, types of families served, income received from all families participating in the district's child care and development program, and any other records required under the state contract.

(cf. 3580 - District Records)
(cf. 5125 - Student Records)

BEFORE/AFTER SCHOOL PROGRAMS

The Governing Board desires to provide before-school and/or after-school enrichment programs that support the regular education program in a supervised environment. In order to increase academic achievement of participating students, the content of such programs shall be coordinated with the district's vision and goals for student learning, local control and accountability plan, curriculum, and academic standards.

(cf. 0000 - Vision)
(cf. 0200 - Goals for the School District)
(cf. 0460 - Local Control and Accountability Plan)
(cf. 0470 - COVID-19 Mitigation Plan)
(cf. 5147 - Dropout Prevention)
(cf. 5148 - Child Care and Development)
(cf. 6011 - Academic Standards)
(cf. 6176 - Weekend/Saturday Classes)
(cf. 6177 - Summer Learning Programs)
(cf. 6179 - Supplemental Instruction)

The district's program shall be planned through a collaborative process that includes parents/guardians, students, and representatives of participating schools, governmental agencies including city and county parks and recreation departments, local law enforcement, community organizations, and, if appropriate, the private sector. (Education Code 8422, 8482.5, 46120)

To the extent feasible, the district shall give priority to establishing before-school and/or after-school programs in low-performing schools and/or programs that serve low-income and other at-risk students.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 6020 - Parent Involvement)

Any After School Education and Safety Program (ASES), 21st Century Community Learning Center Program (21st CCLC), 21st Century High School After School Safety and Enrichment for Teens Program (ASSETs), or other program to be established pursuant to Education Code 8421, 8482.3 or 8484.75 shall be approved by the Board and the principal of each participating school.

The Superintendent or designee shall ensure that all staff who directly supervise students in the district's before-school and/or after-school program possess appropriate knowledge and experience. As needed, staff and volunteers shall receive ongoing training related to their job responsibilities.

(cf. 1240 - Volunteer Assistance)
(cf. 4131 - Staff Development)
(cf. 4222 - Teacher Aides/Paraprofessionals)
(cf. 4231 - Staff Development)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

Each program shall include academic and enrichment elements in accordance with law and administrative regulation. In addition, each program may include support services that reinforce the educational component and promote student health and well-being.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 5030 - Student Wellness)
(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 6142.7 - Physical Education and Activity)

~~**OPTION 1:**~~ No fee shall be charged for participation in the program.

~~**OPTION 2: A family fee may be charged to participating families based on the actual cost of services.**~~

However, for the ASSETs program, a family fee shall be waived or reduced for families with students who are eligible for free or reduced-price meals. (Education Code 8422)

For ASES, 21st CCLC, and/or Expanded Learning Opportunities programs, no fee shall be charged for a student who is eligible for free or reduced-price meals, or a student who the district knows is a homeless youth or in foster care. In addition, family fees shall be calculated on a sliding scale that considers family income and ability to pay. (Education Code 8482.6, 46120)

(cf. 3260 - Fees and Charges)
(cf. 3553 - Free and Reduced Price Meals)
(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)

Eligible students who are 11 or 12 years of age shall be placed in a before-school or after-school program, if and when available, rather than subsidized child care and development services. During the time that the before-school or after-school program does not operate, such students may be provided the option of enrolling in child care and development services in accordance with the enrollment priorities established in AR 5148 - Child Care and Development. (Welfare and Institutions Code 10273)

The Board and the Superintendent or designee shall monitor student participation rates and shall identify multiple measures that shall be used to evaluate program effectiveness. Such measures may include, but are not limited to, student outcome data; program self-assessments; feedback from staff, participating students, and parents/guardians; and observations of program activities.

(cf. 0500 - Accountability)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

Every three years, the Superintendent or designee shall review the after-school program plan, including, but not limited to, program goals, program content, and outcome measures. Documentation of the program plan shall be maintained for a minimum of five years.
(cf. 3580 - District Records)

Legal Reference:

EDUCATION CODE
8281.5 California Prekindergarten Planning and Implementation Grant Program
8295-8305 Child development program personnel qualifications
8420-8428 21st Century After-School Program for Teens
8482-8484.65 After School Education and Safety Program
8484.7-8484.9 21st Century Community Learning Centers
17264 New construction; accommodation of before- and after-school programs
35021.3 After-school physical recreation instructors
45125 Criminal record check
45330 Paraprofessionals; instructional aides
45340-45349 Paraprofessionals; instructional aides
46120 Expanded Learning Opportunities Program
49024 Criminal background check; Activity Supervisor Clearance Certificate
49430-49434 Nutrition standards
49540-49546 Child Care Food Program
49553 Free or reduced-price meals
69430-69460 Cal Grant program
WELFARE AND INSTITUTIONS CODE
10207-10490 Child Care and Development Services Act, especially:
10273 Preferred placement for otherwise eligible children ages 11 or 12
UNITED STATES CODE, TITLE 20
6311 State plans
6314 Title I schoolwide programs
7171-7176 21st Century Community Learning Centers
UNITED STATES CODE, TITLE 42
1766-1766a Child and Adult Care Food Program
11434a Education for homeless children and youths
CODE OF FEDERAL REGULATIONS, TITLE 7
226.17 Child care center nutrition standards

Management Resources: (see next page)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Expanded Learning Opportunities Program FAQs, October 2021
Request for Applications: 21st Century Community Learning Centers Elementary/Middle Schools, September 2020
Request for Applications: 21st Century High School After School Safety and Enrichment for Teens, September 2020
21st CCLC and ASSETs FAQs, September 2020
Quality Program Improvement Plan Instructions: Instructions for Completing a Quality Program Improvement Plan for Expanded Learning Programs in California, August 2020
A Crosswalk Between the Quality Standards for Expanded Learning and Program Quality Assessment Tools, 2014
Quality Standards for Expanded Learning in California: Creating and Implementing a Shared Vision of Quality, 2014
California After School Physical Activity Guidelines, 2009
U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
21st Century Community Learning Centers, Nonregulatory Guidance, February 2003
WEB SITES
CSBA: http://www.csba.org
California Department of Education, Expanded Learning: https://www.cde.ca.gov/ls/ex
California Healthy Kids Survey: https://chks.wested.org
California School-Age Consortium: http://calsac.org
Commission on Teacher Credentialing: http://www.ctc.ca.gov
Partnership for Children and Youth: http://partnerforchildren.org
U.S. Department of Agriculture: http://www.fns.usda.gov/cnd/care/afterschool.htm
U.S. Department of Education: http://www.ed.gov

BEFORE/AFTER SCHOOL PROGRAMS

Definitions

Expanded learning opportunities means before school, after school, summer, or intersession learning programs that focus on developing the academic, social, emotional, and physical needs and interests of students through hands-on, engaging learning experiences. *Expanded learning opportunities* does not mean an extension of instructional time, but rather, opportunities to engage students in enrichment, play, nutrition, and other developmentally appropriate activities. (Education Code 8482.1, 46120)

Unduplicated student means a student enrolled in a district who is either classified as an English learner, eligible for a free or reduced-price meal, or is a foster youth. (Education Code 42238.02, 46120)

Grades K-9

The district's After School Education and Safety (ASES) program or 21st Century Community Learning Center (21st CCLC) program shall serve students in any of grades K-9 as the district may determine based on local needs. (Education Code 8482.3, 8484.7, 8484.75, 8484.8)

The district's 21st CCLC program shall primarily serve students in Title I schoolwide programs. (Education Code 8484.8; 20 USC 7173)

(cf. 6171 - Title I Programs)

The district's Expanded Learning Opportunities (ELO) program shall serve students in grades TK-6. For the 2021-22 school year, the district shall offer access to ELO programs to all unduplicated students in grades TK-6 and provide access to such programs to at least 50 percent of enrolled unduplicated students. Commencing with the 2022-23 school year, the district shall offer all students in grades TK-6 access to ELO programs, and ensure that access is provided to any student whose parent/guardian requests placement in a program. (Education Code 46120)

The Superintendent or designee shall ensure that the plan to provide access to full-day learning programs the year before kindergarten addresses the needs of children and their families as specified in BP 6170.1 - Transitional Kindergarten. (Education Code 8281.5)

The district's ASES, 21st CCLC, and ELO program(s) shall be operated in accordance with the following:

1. Program Elements

BEFORE/AFTER SCHOOL PROGRAMS (continued)

a. The program shall include an educational and literacy element in which tutoring or homework assistance is provided in language arts, mathematics, history and social science, computer training, and/or science. (Education Code 8482.3, 8484.75, 46120)

(cf. 6142.91 - Reading/Language Arts Instruction)
(cf. 6142.92 - Mathematics Instruction)
(cf. 6142.93 - Science Instruction)
(cf. 6154 - Homework/Makeup Work)
(cf. 6163.4 - Student Use of Technology)

b. The program shall include an educational enrichment element which may include, but is not limited to, fine arts, career technical education, recreation, technology, physical fitness, and prevention activities. (Education Code 8482.3, 8484.75, 46120)

(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.62 - Tobacco)
(cf. 6142.6 - Visual and Performing Arts)
(cf. 6142.7 - Physical Education and Activity)
(cf. 6178 - Career Technical Education)

2. Nutrition

a. If snacks or meals are made available in the program, they shall conform to nutrition standards specified in Education Code 49430-49434 or 42 USC 1766 as applicable. (Education Code 8482.3, 8484.75, 46120; 42 USC 1766-1766a; 7 CFR 226.17)

b. The district's before-school program shall offer a breakfast meal as described in Education Code 49553 for all program participants. (Education Code 8483.1, 8484.75)

(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 3554 - Other Food Sales)
(cf. 5030 - Student Wellness)

3. Location of Program

a. The program may be offered at one or multiple school sites and/or at an easily available and accessible off-campus facility. (Education Code 8482.3**,** 8484.75)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

b. When there is a significant barrier to student participation in either the before-school or after-school component of a program at the school of attendance, the Superintendent or designee may, with the approval of the Superintendent of Public Instruction, provide services at another school site. Such transfer of services shall occur only if the school to which the program will be transferred agrees to receive students from the transferring school and has an existing grant of the same type as the transferring school, or does not have a 10-percent lower percentage of students eligible for free or reduced-price meals than the transferring school. A significant barrier includes any of the following: (Education Code 8482.8, 8484.75)

(1) Fewer than 20 students participating in the program component

(2) Extreme transportation constraints, including, but not limited to, desegregation busing, busing for magnet or open enrollment schools, or student dependence on public transportation

(3) A reduction in the program grant of an existing school due to its merging into a new school opened by the district or the splitting of its students with a new school

In such cases, the district shall arrange for safe, supervised transportation between school sites; ensure communication among staff in the regular school program, staff in the before-school or after-school program, and parents/guardians; and ensure alignment of the educational and literacy elements with the regular school program of participating students. (Education Code 8482.8, 8484.75)

(cf. 3540 - Transportation)

4. Staffing

a. All staff members who directly supervise students shall, at a minimum, meet the qualifications for an instructional aide. (Education Code 8483.4, 8484.75, 45330, 45344, 45344.5)

(cf. 4222 - Teacher Aides/Paraprofessionals)

b. All program staff and volunteers shall be subject to the health screening and fingerprint clearance requirements in law and Board policy. (Education Code 8483.4, 8484.75)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

(cf. 1240 - Volunteer Assistance)
(cf. 4112.4/4212.4/4312.4 - Health Examinations)
(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)

c. The student-to-staff ratio shall be no more than 20 to 1, except that programs serving transitional kindergarten or kindergarten students shall maintain a student-to-staff member ratio of no more than 10 to 1 (Education Code 8483.4, 8484.75, 46120)

5. Hours of Operation

a. A before-school program shall not operate for less than one and one-half hours per regular school day. (Education Code 8483.1, 8484.75)

b. An after-school program shall begin immediately upon the conclusion of the regular school day and shall operate a minimum of 15 hours per week and at least until 6 p.m. on every regular school day. (Education Code 8483, 8484.75)

c. An ELO program shall provide in-person before or after school expanded learning opportunities that, when added to daily instructional minutes, shall not be less than nine hours of combined instructional time and expanded learning opportunities per instructional day. (Education Code 46120)

6. Admissions

a. Every student attending a school operating a program is eligible to participate in the program, subject to program capacity. (Education Code 8482.6, 8484.75)

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

b. If the number of students wishing to participate in the program exceeds program capacity, students shall be selected for enrollment based on the following guidelines:

(1) First priority for enrollment shall be given to students who are identified as homeless youth, as defined by the McKinney-Vento Homeless Assistance Act (42 USC 11434a), at the time they apply for enrollment or at any time during the school year, to students who are identified by the program as being in foster care, and to students who are eligible for free or reduced-price meals. (Education Code 8483, 8483.1, 8484.75)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

The district is not required to disenroll a current student in order to secure the enrollment of a student who has priority for enrollment. (Education Code 8483, 8483.1)

The district shall inform the parent/guardian of a homeless or foster youth of the right of the child to receive priority enrollment and how to request priority enrollment. (Education Code 8483, 8484.75)

(cf. 5145.6 - Parental Notifications)
(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)

(2) Second priority for enrollment of middle or junior high school students shall be given to students who attend daily. (Education Code 8483, 8483.1, 8484.75)

(3) Third priority for enrollment shall be given to students identified as in need of academic remediation or support in accordance with Board policy or administrative regulation.

(cf. 6179 - Supplemental Instruction)

(4) Any remaining capacity shall be filled by students selected at random.

(5) A waiting list shall be established to accommodate additional students if space becomes available.

7. Attendance/Early Release

a. Each student admitted into a district program shall be expected to attend the full number of hours that the program is in operation every day that the student participates.

b. When necessary, a student's parent/guardian may request, in writing, that the Superintendent or designee approve the reasonable late daily arrival for the before-school program or the reasonable early daily release from the after-school program. The Superintendent or designee shall not approve such a request if the student would be attending less than one-half of the daily program hours.

8. Summer/Intersession/Vacation Programs

BEFORE/AFTER SCHOOL PROGRAMS (continued)

a. ELO programs shall offer no less than nine hours of in-person expanded learning opportunities per day for at least 30 non-school days, during intersessional periods.

b. A before-school program operating during summer, intersession, and/or vacation days shall be offered for a minimum of two hours per day. An after-school program offered during summer, intersession, and/or vacation days may be operated for either three hours or six hours per day in accordance with Education Code 8483.76. When both before-school and after-school programs are offered for the same students on such days, they shall be operated for a minimum of four and one-half hours per day. (Education Code 8483, 8483.1, 8483.2, 8483.76)

c. A program offered during summer, intersession, and/or vacation periods may open eligibility to every student attending a school in the district, with priority for enrollment given to students enrolled in the school that received the grant. (Education Code 8483.76)

d. To address the needs of students and school closures, the program may be conducted at an off-site location or an alternate school site. The program shall notify the California Department of Education (CDE) of the change of location and shall include a plan to provide safe transportation pursuant to Education Code 8484.6. (Education Code 8483.76)

e. Any program operating for six hours per day shall provide at least one nutritionally adequate free or reduced-price meal to each eligible student during each program day. (Education Code 8483.76)

f. For any program operating six hours per day, district procedures pertaining to student attendance and early release as specified in item #7 above shall apply. (Education Code 8483.76)

(cf. 6177 - Summer Learning Programs)

Grades 9-12

The district's 21st Century High School After School Safety and Enrichment for Teens (ASSETs) program shall serve students in any of grades 9-12 as the district may determine based on local needs. (Education Code 8421)

The program shall be operated in accordance with the following guidelines:

1. Program Elements

BEFORE/AFTER SCHOOL PROGRAMS (continued)

a. The program shall include an academic assistance element that is coordinated with the regular academic program and includes, but is not limited to, at least one of the following: (Education Code 8421)

(1) Tutoring

(2) Career exploration, including activities that help students develop the knowledge and skills that are relevant to their career interests and reinforce academic content

(3) Homework assistance

(4) College preparation, including information about the Cal Grant program pursuant to Education Code 69430-69460

b. The program shall include an enrichment element that may include, but is not limited to: (Education Code 8421)

(1) Community service

(2) Career and technical education

(3) Job readiness

(4) Opportunities for mentoring and tutoring younger students

(5) Service learning

(6) Arts

(7) Computer and technology training

(8) Physical fitness

(9) Recreation activities

(cf. 6142.4 - Service Learning/Community Service Classes)

c. The program shall include a nutritional snack and/or meal and a physical activity element. (Education Code 8423)

d. The program shall provide for access to, and availability of, computers and technology. (Education Code 8423)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

e. The Superintendent or designee shall assess students' preferences for program activities. (Education Code 8423)

2. Location of Program

a. The district's program may operate on one or multiple school sites or at another location approved by CDE. (Education Code 8421)

b. If applying for a location off school grounds, the Superintendent or designee shall ensure that safe transportation is available for students, if necessary, and the program is at least as available and accessible as similar programs conducted on school sites. (Education Code 8421)

3. Hours of Operation

a. The district's program shall operate for a minimum of 15 hours per week. (Education Code 8421)

b. The district's program may be operated either after school only or for any combination of after school, before school, weekends, summer, intersession, and vacations. (Education Code 8422)

Volunteers

The Superintendent or designee may establish a registry of volunteer after-school physical recreation instructors and other before-school and after-school program volunteers. (Education Code 35021.3)

To be included in the registry, a volunteer shall submit to a criminal background check pursuant to Education Code 45125. The volunteer shall also submit current contact information to the district and shall update that information whenever the information changes. (Education Code 35021.3)

The Superintendent or designee may use a volunteer registered with the district or may select another person to provide physical recreation to students after school hours or to provide other services. (Education Code 35021.3)

Reports

The Superintendent or designee shall annually submit to CDE outcome-based data, including, but not limited to: (Education Code 8427, 8482.3, 8484)

BEFORE/AFTER SCHOOL PROGRAMS (continued)

1. For participating students, school day attendance on an annual basis and program attendance on a semi-annual basis

2. Evidence of a program quality improvement process that is data driven and based on CDE program quality standards

(cf. 0500 - Accountability)

PRESCHOOL/EARLY CHILDHOOD EDUCATION

The Governing Board recognizes the value of high-quality preschool experiences to enhance children's social-emotional development, knowledge, skills, and abilities. The Board desires to provide a supervised, and cognitively rich environment designed to facilitate the transition to kindergarten for three- and four-year-old children.

The Superintendent or designee shall collaborate with the local child care and development planning council, the county office of education, other public agencies, organizations, and/or private preschool providers to assess the availability of preschool programs in the community and the extent to which the community's preschool needs are being met. The Board encourages the development of a comprehensive districtwide and/or countywide plan to increase children's access to high-quality preschool programs.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 1700 - Relations Between Private Industry and the Schools)
(cf. 5148 - Child Care and Development)

The Superintendent or designee shall provide information about preschool options in the community to parents/guardians upon request.

District Preschool Programs

When the Board determines that it is feasible, the district may contract with the California Department of Education (CDE) to provide preschool services in facilities at or near district schools, either directly or through a subcontract with a public or private provider.

District preschool programs shall comply with all health and safety laws and regulations, including, when applicable, licensure requirements pursuant to 22 CCR 101156.

The Board shall approve, for the district's preschool program, a written philosophical statement, goals, and objectives that reflect the cultural and linguistic characteristics of the families to be served and address the program components specified in 5 CCR 18272-18281 and the accompanying administrative regulation. (5 CCR 18271)

The Board shall set priorities for establishing or expanding services as resources become available, giving consideration to the benefits of providing early education programs for at-risk children and/or children residing in the attendance areas of the lowest performing district schools.

(cf. 6171 - Title I Programs)

Preschool classroom needs shall be addressed in the district's facilities master plan, including an assessment as to whether adequate and appropriate space exists on school sites. As necessary, the Superintendent or designee shall provide information to the Board regarding facilities financing options for preschool classrooms and/or facilities available through partnering organizations or agencies.

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

(cf. 1330.1 - Joint Use Agreements)
(cf. 7110 - Facilities Master Plan)
(cf. 7210 - Facilities Financing)

Because parents/guardians are essential partners in supporting the development of their children, the Superintendent or designee shall involve them in program planning.

(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6020 - Parent Involvement)

The Superintendent or designee shall coordinate the district's preschool program, transitional kindergarten program (TK), and elementary education program to provide a developmental continuum that builds upon children's growing skills and knowledge.

A child's eligibility for TK enrollment shall not impact family eligibility for a preschool or child care program. (Education Code 8205, 48000)

(cf. 6011 - Academic Standards)
(cf. 6170.1 - Transitional Kindergarten)

The district's program shall be aligned with preschool learning foundations and curriculum frameworks developed by CDE which identify the knowledge, skills, and competencies that children typically attain as they complete their first or second year of preschool. The program shall be designed to facilitate children's development in essential skills in the areas of language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.

The district's preschool program shall include activities and services that meet the needs of dual language learners for support in the development of their home language and English. (Education Code 8203)

The district's preschool program shall provide appropriate services to support the needs of at-risk children.

(cf. 0415 - Equity)
(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)
(cf. 6174 - Education for English Learners)
(cf. 6175 - Migrant Education Program)

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

To maximize the ability of children to succeed in the preschool program, the program shall support children's health through proper nutrition and physical activity and shall provide or make referrals to available health and social services as needed.

(cf. 3550 - Food Services/Child Nutrition Program)
(cf. 5030 - Student Wellness)
(cf. 5141.31 - Immunizations)
(cf. 5141.32 - Health Screening for School Entry)
(cf. 5141.6 - School Health Services)

The district shall encourage volunteerism by families participating in the program and shall communicate frequently with parents/guardians of enrolled children regarding their child's progress.

(cf. 1240 - Volunteer Assistance)

The Superintendent or designee shall ensure that administrators, teachers, and paraprofessionals in district preschool programs possess the appropriate permit(s) issued by the Commission on Teacher Credentialing, meet any additional qualifications established by the Board, and participate in professional development opportunities designed to continually enhance their knowledge and skills.

(cf. 4112.2 - Certification)
(cf. 4112.4/4212.4/4312.4 - Health Examinations)
(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)
(cf. 4131 - Staff Development)
(cf. 4222 - Teacher Aides/Paraprofessionals)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Preschool admissions policies and procedures shall be in writing and available to the public. Such policies and procedures shall include criteria designating those children whose needs can be met by the program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions, and a health examination requirement. (CCR 18105; 22 CCR 101218)

The Superintendent or designee shall ensure that subsidized preschool is provided to eligible families to the extent that state and/or federal funding is available and shall establish enrollment priorities in accordance with Education Code 8208, 8210, and 8211 and 5 CCR 18106.

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

The Superintendent or designee shall recommend strategies to link the district's preschool program with other available child care and development programs in the district or community in order to assist families whose child care needs extend beyond the length of time that the district's preschool program is offered.

The Superintendent or designee shall ensure that the plan to provide access to full-day learning programs the year before kindergarten addresses the needs of preschool children and their families as specified in BP 6170.1 - Transitional Kindergarten. (Education Code 8281.5)

When a district CSPP program is physically closed by local or state public health order due to the COVID-19 pandemic, the district shall provide distance learning to preschool children when required to do so as a condition of funding or when required by law.

The Superintendent or designee shall develop and implement an annual plan of evaluation which conforms to state requirements. (5 CCR 18279)

The district's uniform complaint procedures, with modifications as necessary, shall be used to investigate and resolve complaints alleging violation of applicable health or safety requirements for license-exempt programs operating under the California State Preschool Program. However, licensed programs shall refer complaints alleging health and safety violations to the California Department of Social Services. (Education Code 8212; 5 CCR 4610, 4611, 4690-4694)

(cf. 1312.3 - Uniform Complaint Procedures)

The Superintendent or designee shall regularly report to the Board regarding enrollment in district preschool programs and the effectiveness of the programs in preparing preschoolers for transition into the elementary education program.

(cf. 0500 - Accountability)

Legal Reference: (see next page)

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

Legal Reference:

EDUCATION CODE
8200-8340 California State Preschool Program, especially:
8203.5 Contracts to provide child care and development services
8205 Definitions
8207 Administration; operation of programs; services
8208 Eligibility of three- or four-year-old child for state preschool program
8209 Physical examination and immunizations
8210 Priority for part-day programs
8211 Priority for full-day programs
8212 Complaints related to preschool health and safety issues
8213 Income eligibility
8214 Order of disenrollment
8217 Enrollment of four-year-old children in state preschool programs
8220-8221 Family literacy services
8241 Staffing ratios for center-based program
8252-8254 Family fees
8281.5 California Prekindergarten Planning and Implementation Grant Program
8298 Program director qualifications
17375 California Preschool, Transitional Kindergarten, and Full-Day Kindergarten Facilities Grant Program
44065 Interchange between certificated and classified positions
44256 Credential types
48000 Transitional kindergarten
48985 Notification, primary language other than English
HEALTH AND SAFETY CODE
1596.70-1596.895 California Child Day Care Act
1596.90-1597.21 Day care centers
120325-120380 Immunization requirements
WELFARE AND INSTITUTIONS CODE
10207-10490 Child Care and Development Services Act, especially:
10207-10215 General provisions
10217-10224.5 Resource and referral programs
10225-10234 Alternative payment programs
10235-10238 Migrant child care and development programs
10240-10243 General child care and development programs
10250-10252 Family child care home education networks
10260-10263 Child care and development services for children with special needs
10480-10487 Local planning councils
CODE OF REGULATIONS, TITLE 5
4600-4670 Uniform complaint procedures
4690-4694 Health and safety complaints in license-exempt preschool programs
18000-18434 Child care and development programs, especially:
18130-18136 California State Preschool Program
18272-18281 General Program Requirements
18295 Waiver of qualifications for site supervisor
80105-80125 Permits authorizing service in child development programs

Legal Reference continued: (see next page)

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

Legal Reference: (continued)

CODE OF REGULATIONS, TITLE 22
101151-101239.2 General requirements, licensed child care centers, especially:
101151-101163 Licensing and application procedures
101212-101231 Continuing requirements
101237-101239.2 Facilities and equipment
UNITED STATES CODE, TITLE 20
1400-1482 Individuals with Disabilities Education Act
6311-6322 Title I, relative to preschool
6371-6376 Early Reading First
6381-6381k Even Start family literacy programs
6391-6399 Education of migratory children
UNITED STATES CODE, TITLE 42
9831-9852c Head Start programs
9857-9858r Child Care and Development Block Grant
CODE OF FEDERAL REGULATIONS, TITLE 45
1301.1-1305.2 Head Start

Management Resources:

CSBA PUBLICATIONS
What Boards of Education Can Do About Kindergarten Readiness, Governance Brief, May 2016
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Management Bulletin 21-13, Guidance on Implementation of the California State Preschool Program Quality Requirements During the COVID-19 Pandemic, September 29, 2021
Management Bulletin 21-12, Guidance on Family Fees for Fiscal Year (FY) 2021-22, September 17, 2021
Management Bulletin 21-11, Reopening, Reimbursement, Distance Learning Plans, and Distance Learning Requirements for California State Preschool Program Contractors, September 17, 2021
California Preschool Learning Foundations
Dream Big for Our Youngest Children: Final Report of the California Early Learning Quality Improvement System Advisory Committee, 2010
Preschool English Learners: Principles and Practices to Promote Language, Literacy, and Learning, 2nd ed., 2009
Prekindergarten Learning Development Guidelines, 2000
First Class: A Guide for Early Primary Education, 1999
U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
Policy Statement on Expulsion and Suspension Policies in Early Childhood Settings, 2016
Good Start, Grow Smart, April 2002

Management Resources continued: (see next page)

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

Management Resources: (continued)

WEB SITES

CSBA: http://www.csba.org
California Association for the Education of Young Children: http://www.caeyc.org
California County Superintendents Educational Services Association: http://www.ccsesa.org
California Department of Education: http://www.cde.ca.gov
California Department of Social Services: https://www.cdss.ca.gov/
California Head Start Association: http://caheadstart.org
California Preschool Instructional Network: http://www.cpin.us
Child Development Policy Institute: http://www.cdpi.net
Cities, Counties, and Schools Partnership: http://www.ccspartnership.org
First 5 Association of California: http://www.ccfc.ca.gov
National Institute for Early Education Research: http://nieer.org
U.S. Department of Education: http://www.ed.gov

PRESCHOOL/EARLY CHILDHOOD EDUCATION

Three-year-old children means children who will have their third birthday on or before December 1 of the fiscal year in which they are enrolled in a program approved by the California Department of Education (CDE) under the California State Preschool Program (CSPP). Children who have their third birthday on or after December 2 of the fiscal year, may be enrolled in a CSPP program on or after their third birthday. (Education Code 8205)

Four-year-old children means children who will have their fourth birthday on or before December 1 of the fiscal year in which they are enrolled in a CSPP program, or a child whose fifth birthday occurs after September 1 of the fiscal year in which they are enrolled in a CSPP program and whose parent or guardian has opted to retain or enroll them in a CSPP program. (Education Code 8205)

When approved by CDE under the CSPP, the district may operate one or more part-day or full-day preschool programs in accordance with law and the terms of its contract with CDE.

(cf. 5148 - Child Care and Development)

The district's CSPP program shall include all of the following: (Education Code 8207)

1. Age and developmentally appropriate activities for children

2. Supervision

3. Parenting education and parent engagement

4. Social services that include, but are not limited to, identification of child and family needs and referral to appropriate agencies

5. Health services

6. Nutrition

7. Training and career ladder opportunities, documentation of which shall be provided to CDE

8. Physical activity to support children's health

The district's preschool program shall include all required program components for the educational program, the creation of a developmental profile for each child, staff development, parent involvement and education, community involvement, health and social services, nutrition, and program evaluation, as described in 5 CCR 18272-18281 and AR 5148 - Child Care and Development.

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

Minimum Hours/Days of Operation

The district's part-day preschool program shall operate a minimum of three hours per day, excluding time for home-to-school transportation, and for a minimum of 175 days per year unless otherwise specified in the program's contract. (Education Code 8207; 5 CCR 18136)

The district's full-day program shall operate for a minimum of 246 days per year, unless the contract specifies a lower number of days of operation. (Education Code 8207)

Staffing

The preschool program shall maintain an adult-child ratio of at least one adult for every eight children and a teacher-child ratio of at least one teacher for every 24 children. (Education Code 8241, 5 CCR 18135, 18290)

(cf. 1240 - Volunteer Assistance)
(cf. 6020 - Parent Involvement)

Any person employed at a district preschool and any volunteer who provides care and supervision to children at a preschool shall, unless exempted by law, be immunized against influenza, pertussis, and measles in accordance with Health and Safety Code 1596.7995 and AR 5148 - Child Care and Development. Documentation of required immunizations, or applicable exemptions, shall be maintained in the employee's personnel file. (Health and Safety Code 1596.7995)

(cf. 0470 - COVID-19 Mitigation Plan)
(cf. 4112.4/4212.4/4312.4 - Health Examinations)
(cf. 4112.6/4212.6/4312.6 - Personnel Files)

In addition, preschool teachers shall present evidence of a current tuberculosis clearance and meet other requirements as specified in Health and Safety Code 1597.055.

Family Literacy Services

When any district preschool program receives funding for family literacy services pursuant to Education Code 8221, the Superintendent or designee shall coordinate the provision of: (Education Code 8220)

1. Opportunities for parents/guardians to work with their children on interactive literacy activities, including activities in which parents/guardians actively participate in facilitating their children's acquisition of prereading skills through guided activities such as shared reading, learning the alphabet, and basic vocabulary development

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

2. Parenting education for parents/guardians of children in participating classrooms to support their child's development of literacy skills, including, but not limited to, parent education in:

   a. Providing support for the educational growth and success of their children

   b. Improving parent-school communications and parental understanding of school structures and expectations

   c. Becoming active partners with teachers in the education of their children

   d. Improving parental knowledge of local resources for the identification of and services for developmental disabilities, including, but not limited to, contact information for the district special education referral

3. Referrals to providers of adult education and instruction in English as a second language as necessary to improve academic skills of parents/guardians

(cf. 6200 - Adult Education)

4. Staff development for teachers in participating classrooms that includes, but is not limited to:

   a. Development of a pedagogical knowledge, including, but not limited to, improved instructional and behavioral strategies

   b. Knowledge and application of developmentally appropriate assessments of the prereading skills of children in participating classrooms

   c. Information on working with families, including the use of on-site coaching, for guided practice in interactive literacy activities

   d. Providing targeted interventions for all young children to improve kindergarten readiness upon program completion

(cf. 4131 - Staff Development)

Eligibility and Enrollment Priorities for Part-Day CSPP Programs

A three-year-old or four-year-old child is eligible for a part-day CSPP program if the child's family is one of the following: (Education Code 8208)

1. A current aid recipient

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

2. Income eligible

3. Homeless

4. One whose children are recipients of child protective services, or whose children have been identified as being abused, neglected, or exploited, or at risk of being abused, neglected or exploited

After all eligible three- and four-year-old children have been enrolled as provided above, a part-day CSPP program may provide services to children in families whose income is no more than 15 percent above the income eligibility threshold, as described in Education Code 8213. No more than 10 percent of all the children enrolled in the CSPP program shall be from families above the income eligibility threshold. (Education Code 8208)

In addition, after all otherwise eligible children have been enrolled as provided in the paragraphs above, a part-day CSPP program may provide services to three- and four-year-old children in families whose income is above the income eligibility threshold if those children are children with disabilities. Such children with disabilities enrolled in part-day CSPP program shall not count towards the 10-percent limit described above. (Education Code 8208)

A CSPP program operating within the attendance boundary of a school where at least 80 percent of students are eligible for free and reduced price lunch may enroll four-year-old children after all otherwise eligible children have been enrolled as provided in the paragraphs above. (Education Code 8208 and 8217)

The district shall certify eligibility and enroll families into their program within 120 calendar days prior to the first day of the beginning of the new preschool year. Subsequent to enrollment, a child shall be deemed eligible for a part-day CSPP program for the remainder of the program year. (Education Code 8208)

The district shall give priority for part-day CSPP programs as follows: (Education Code 8210)

1. The first priority for services shall be given to three-year-old or four-year-old children who are recipients of child protective services or who are at risk of being neglected, abused, or exploited and for whom there is a written referral from a legal, medical, or social service agency. If the district is unable to enroll a child in this first priority category, the district shall refer the child's parent/guardian to local resources and referral services so that services for the child can be located.

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

2. The second priority for services shall be given to eligible four-year-old children who are not enrolled in a state-funded transitional kindergarten (TK) program. Within this priority category, eligible children with the lowest income according to the income ranking on the most recent schedule of income ceiling eligibility table, as published by the Superintendent of Public Instruction (SPI) at the time of enrollment, shall be enrolled first.

   If two or more families have the same income ranking according to the most recent schedule of income ceiling eligibility table, a child with disabilities shall be enrolled first. If there are no families with a child with disabilities, the child that has been on the waiting list for the longest time shall be admitted first.

3. The third priority shall be given to eligible three-year-old children. Within this priority category, eligible children with the lowest income according to the income ranking on the most recent schedule of income ceiling eligibility table, as published by the Superintendent at the time of enrollment, shall be enrolled first.

4. The fourth priority, after all otherwise eligible children have been enrolled, shall be children from families whose income is no more than 15 percent above the eligibility income threshold, as described in Education Code 8213. Within this priority category, priority shall be given to four-year-old children before three-year-old children.

5. The fifth priority, after all otherwise eligible children have been enrolled, shall be a child with disabilities whose family's income is above the income eligibility threshold, as described in Education Code 8213. Within this priority category, priority shall be given to four-year-old children before three-year-old children.

6. After all otherwise eligible children have been enrolled in the first through fifth priority categories, as described in Items #1-5 above, a CSPP program site operating within the attendance boundary of a school where at least 80 percent of students are eligible for free and reduced price lunch as described in Education Code 8217 may enroll any four-year-old children whose families reside within the attendance boundary of the qualified elementary school. These children shall, to the extent possible, be enrolled by lowest to highest income according to the most recent schedule of income ceiling eligibility table.

Eligibility and Enrollment Priorities for Full-Day CSPP Programs

A three-year-old or four-year-old child is eligible for a full-day CSPP program if the family meets both of the following requirements: (Education Code 8208)

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

1. The child's family is a current aid recipient, income eligible, homeless, or one whose children are recipients of child protective services, or whose children have been identified as being abused, neglected, or exploited, or at risk of being abused, neglected, or exploited.

2. The child's family needs the childcare services because of either the following:

   a. The child is identified by a legal, medical, or social services agency, the district liaison for homeless students, a Head Start program, or an emergency or transitional shelter as being a recipient of protective services; as being or at risk of being neglected, abused, or exploited; or as being homeless

   b. The parents/guardians are participating in vocational training leading directly to a recognized trade, paraprofession, or profession; are engaged in an educational program for English language learners or to attain a high school diploma or general educational development certificate; are employed or seeking employment; are seeking permanent housing for family stability; or are incapacitated

After all families meeting the criteria specified in Items #1 and 2 above have been enrolled, a full-day CSPP program may provide services to three- and four-year-old children in families who do not meet at least one of the criteria in Item #2 above. (Education Code 8208)

After all otherwise eligible children have been enrolled as provided above, a CSPP program operating within the attendance boundary of a school where at least 80 percent of students are eligible for free and reduced price lunch as described in Education Code 8217 may enroll any four-year-old child. (Education Code 8208)

Upon establishing initial eligibility or ongoing eligibility for a full-day CSPP program, a family shall be considered to meet all eligibility and need requirements for those services for not less than 12 months, shall receive those services for not less than 12 months before having eligibility or need recertified, and shall not be required to report changes to income or other changes for at least 12 months. However, a family that establishes initial eligibility or ongoing eligibility on the basis of income shall report increases in income that exceed the threshold for ongoing income eligibility, as described in Education Code 8213, and the family's ongoing eligibility for services shall at that time be recertified. In addition, a family may, at any time, voluntarily report income or other changes. This information shall be used, as applicable, to reduce the family's fees, increase the family's services, or extend the period of the family's eligibility before recertification. (Education Code 8208)

The Superintendent or designee shall consult the county's centralized eligibility list, when available, or shall maintain a district waiting list in accordance with admission priorities. As vacancies occur, applicants shall be contacted in order of their priority. (5 CCR 18106)

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

Notice of Action

Upon receiving a parent/guardian's application for services, the Superintendent or designee shall review the application and documentation and shall certify the eligibility of the family or child.

The district's decision to approve or deny a child's enrollment shall be communicated to the family through a written Notice of Action mailed or delivered within 30 days from the date the application is signed by the parent/guardian. (5 CCR 18094, 18095, 18118)

(cf. 5145.6 - Parental Notifications)

Subsequently, the Superintendent or designee shall mail or deliver a Notice of Action to a parent/guardian at least 14 calendar days before any intended change in services, including, but not limited to, an increase or decrease in fees, an increase or decrease in the amount of services, or termination of services, due to any of the following circumstances: (5 CCR 18095, 18119)

1. A determination during recertification or update of the application that the need or eligibility requirements are no longer being met or the fee or amount of service needs to be modified

2. Failure of the parent/guardian to document the family's need or eligibility after the district requested such documentation in writing

3. An indication by the parent/guardian that the parent/guardian no longer wants the service

4. The death of a parent/guardian or child

5. The conclusion of a limited-term agreement, provided that the parent/guardian has been informed in writing of the date that the services would terminate

For each child enrolled in the district's preschool program, the Superintendent or designee shall maintain a family data file including, but not limited to, a completed and signed application for services, documentation of income eligibility, and a copy of all Notices of Action. For each child not receiving subsidized services, the family data file shall also include records of the specific reason(s) for enrolling each child, the child's family income, and evidence that the district has made a diligent search for children eligible for subsidized services. (5 CCR 18081, 18084, 18130, 18133)

(cf. 1340 - Access to District Records)
(cf. 3580 - District Records)
(cf. 5125 - Student Records)

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

Combined Preschool/Transitional Kindergarten Classroom

When a child is eligible for both the preschool program and the district's TK program, the district may place the child in a classroom which is commingled with children from both programs as long as the commingled program meets all of the requirements of each program as well as the following requirements: (Education Code 8207, 48000)

1. An early childhood environment rating scale, as specified in 5 CCR 18281, shall be completed for the classroom.

2. All children enrolled for 10 or more hours per week shall be evaluated using the Desired Results Developmental Profile, as specified in 5 CCR 18272.

3. The classroom shall be taught by a teacher who holds a credential issued by the Commission on Teacher Credentialing in accordance with Education Code 44065 and 44256.

4. The classroom shall comply with the adult-child ratio specified in Education Code 8264.8.

5. Contractors of the district shall report the services, revenues, and expenditures for children in the preschool program in accordance with 5 CCR 18068.

6. The classroom shall not include children enrolled in TK for a second year or children enrolled in a regular kindergarten classroom.

(cf. 5111 - Admission)
(cf. 6170.1 - Transitional Kindergarten)

Fees and Charges

Fees for participation in the district's full-day CSPP program shall be assessed and collected in accordance with the fee schedule established by the SPI in conjunction with the California Department of Social Services. (Education Code 8252; 5 CCR 18078)

However, for the 2021-2022 school year, family fees shall not be collected as specified in Education Code 8252.

(cf. 3260 - Fees and Charges)

In addition, no fee shall be charged to an eligible family whose child is enrolled in a part-day preschool program or a family that is receiving CalWORKs cash aid. (Education Code 8253; 5 CCR 18110)

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

A family may be exempt from the fees for up to 12 months if the child qualifies for preschool on the basis of being the recipient of child protective services or as being, or at risk of being, abused or neglected. (Education Code 8253)

The Superintendent or designee shall establish a process that involves parents/guardians in determining whether to require parents/guardians to provide diapers and/or whether and how much to charge parents/guardians for field trip expenses, within the limit specified in law. A child shall not be denied participation in a field trip due to the parent/guardian's inability or refusal to pay the fee, and no adverse action shall be taken against a parent/guardian for that inability or refusal. (Education Code 8254)

Disenrollment Based on Reduced Funding

When necessary to disenroll families from subsidized preschool services, families shall be disenrolled in reverse priority order for services as specified in Education Code 8210 and 8211 and as described above in the sections "Eligibility and Enrollment Priority for Part-Day CSPP Programs" and "Eligibility and Enrollment Priority for Full-Day CSPP Programs." (Education Code 8214)

Expulsion/Unenrollment Based on Behavior

A district preschool program shall not expel or unenroll a child based on the child's behavior, unless the district first takes the following actions to address the child's behavior: (Education Code 8222)

1. Inform the parents/guardians of the child's persistent and serious challenging behaviors and consult with the parents/guardians and teacher in an effort to maintain the child's safe participation in the program

2. If the child has an individualized family service plan (IFSP) or individualized education program (IEP), with written parent/guardian consent, contact the agency or district employee responsible for such plan or program to seek consultation in regard to serving the child

(cf. 6159 - Individualized Education Program)

3. If the child does not have an IFSP or IEP, consider if it is appropriate to complete a universal screening of the child, including, but not limited to, screening the child's social and emotional development, referring the parents/guardians to community resources, implementing behavior supports within the program, and considering an IEP for the child

PRESCHOOL/EARLY CHILDHOOD EDUCATION (continued)

If the district has taken the actions specified in items #1-3 above and the child's continued enrollment would present a serious safety threat to the child or other enrolled children, the district shall refer the parents/guardians to other potentially appropriate placements, the local child care resource and referral agency, or any other referral service available in the local community. The district may then unenroll the child. The district shall have up to 180 days to complete the actions described above. (Education Code 8222)

Children with disabilities may only be suspended or expelled in conformance with the procedures and limitations of the Individuals with Disabilities Education Act.

Parent Hearing

If a parent/guardian disagrees with any district action to deny the child's eligibility for subsidized preschool services, disenroll the child due to a funding shortage, increase or decrease fees, increase or decrease the amount of services, terminate services, or otherwise change the level of services, the parent/guardian may file a request for a hearing with the Superintendent or designee within 14 calendar days of the date the Notice of Action was received. Within 10 calendar days of receiving the request for a hearing, the Superintendent or designee shall notify the parent/guardian of the time and place of the hearing, which, to the extent possible, shall be convenient for the parent/guardian. (5 CCR 18120)

The hearing shall be conducted in accordance with the procedures specified in 5 CCR 18120 by a district administrator who is at a staff level higher in authority than the staff person who made the contested decision. Within 10 calendar days after the hearing, the district administrator shall mail or deliver a written decision to the parent/guardian. If the parent/guardian disagrees with the written decision, the parent/guardian may, within 14 calendar days, appeal the decision to CDE. (5 CCR 18120-18122)

SCHOOL DAY

The Governing Board shall fix the length of the school day in accordance with law. (Education Code 46100)

(cf. 6111 - School Calendar)

At each school, the length of the school day shall be the same for all students, except as otherwise permitted by law. For any student with a disability, the length of the school day shall be as specified in the student's individualized education program or Section 504 plan.

(cf. 6158 - Independent Study)
(cf. 6159 - Individualized Education Program)
(cf. 6164.6 - Identification and Education Under Section 504)

The daily schedule for elementary schools shall include at least one period of recess of at least 20 minutes, during which students shall be provided supervised opportunities to engage in unstructured physical activity.

(cf. 5030 - Student Wellness)
(cf. 6142.7 - Physical Education and Activity)

In establishing the daily instructional schedule for each secondary school, the Superintendent or designee shall give consideration to course requirements and curricular demands, availability of school facilities, and applicable legal requirements.

The Board encourages flexibility in scheduling so as to provide longer time blocks or class periods when appropriate and desirable to support student learning, provide more intensive study of core academic subjects or extended exploration of complex topics, and reduce transition time between classes.

Prior to implementing a block or alternative schedule that will allow secondary students to attend school for fewer school days than the total number of school days for which the school is in session, the Board shall consult in good faith, in an effort to reach agreement with the certificated and classified employees of the school, parents/guardians of the students who would be affected by the change, and the community at large**.** Such consultation shall include at least one public hearing for which the Board shall give adequate notice to the employees and to the parents/guardians of affected students. (Education Code 46162)

(cf. 9320 - Meetings and Notices)

Legal Reference: (see next page)

SCHOOL DAY (continued)

Legal Reference:

EDUCATION CODE
8970-8974 Early primary program, including extended-day kindergarten
37202 Equal time in all schools
37670 Year-round schools
46010 Total days of attendance
46100 Length of school day
46110-46119 Kindergarten and elementary schools, day of attendance
46120 Kindergarten and elementary schools, expanded learning opportunity program
46140-46147 Junior high school and high school, day of attendance
46148 School day for middle and high school
46160-46162 Alternative schedule - junior high and high school
46170 Continuation schools, minimum day
46180 Opportunity schools, minimum day
46190-46192 Adult education classes, day of attendance
46200-46206 Minimum instructional time
48200 Compulsory attendance for minimum school day
48663 Community day school, minimum school day
48800-48802 Concurrent enrollment in community college
51222 Physical education, instructional minutes
51760-51769.5 Work experience education
52325 Regional occupational center, minimum day

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
2021-22 AA & IT Independent Study FAQs, 2021
Clarifications for Student Learning in Quarantine, 2021
Conducting Individualized Determinations of Need, 2021
NATIONAL ASSOCIATION FOR SPORT AND PHYSICAL EDUCATION POSITION STATEMENTS
Recess for Elementary School Students, 2006
STATE BOARD OF EDUCATION POLICY STATEMENTS
99-03 Physical Education (PE) Requirements for Block Schedules, July 2006
U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
Extending Learning Time for Disadvantaged Students, August 1995
WEST ED PUBLICATIONS
Full-Day Kindergarten: Expanding Learning Opportunities, Policy Brief, April 2005
WEB SITES
California Department of Education: http://www.cde.ca.gov
National Association for Sport and Physical Education: http://www.aahperd.org/naspe
State Board of Education: http://www.cde.ca.gov/re/lr/wr/waiverpolicies.asp
U.S. Department of Education: http://www.ed.gov
WestEd: http://www.wested.org

SCHOOL DAY

Kindergarten/Transitional Kindergarten

Kindergarten and transitional kindergarten (TK) classes in district schools may be maintained for different lengths of time, either at the same or different school sites. (Education Code 37202)

The average school day for kindergarten and TK students shall be at least three hours, including recesses but excluding noon intermissions. If fewer than 40 students are enrolled in kindergarten classes, the district may request approval of the Superintendent of Public Instruction to maintain two kindergarten classes of 150 minutes each. (Education Code 46114, 46115, 46117, 46119)

In any school day, kindergarten and/or TK students shall not be kept in school for longer than four hours, excluding recesses, except where the school is operating an early primary program pursuant to Education Code 8970-8974 or an expanded learning opportunity program pursuant to Education Code 46120. (Education Code 46111, 46115, 46120)

In any district school operating an early primary program pursuant to Education Code 8970-8974, the kindergarten school day may exceed four hours, excluding recess, if both of the following conditions are met: (Education Code 8973)

1. The Governing Board has declared that the extended-day kindergarten program does not exceed the length of the primary school day.

2. The extended-day kindergarten program includes ample opportunity for both active and quiet activities within an integrated, experiential, and developmentally appropriate educational program.

Under an extended day kindergarten program, recess may be counted as instructional minutes for purposes of determining the maximum school day if it occurs under teacher supervision.

In any multitrack year-round school operating pursuant to Education Code 37670, the kindergarten school day may be up to 265 minutes, excluding recesses. (Education Code 46111)

(cf. 6117 - Year-Round Schedules)

The Superintendent or designee shall annually report to the California Department of Education as to whether the district's kindergarten and TK programs are offered full day, part day, or both. (Education Code 48003)

SCHOOL DAY (continued)

Grades 1-8

Except as otherwise provided by law, the school day for elementary and middle school students shall be:

1. At least 230 minutes for students in grades 1-3, unless the Board has prescribed a shorter school day because of lack of school facilities requiring double sessions, in which case the minimum school day shall be 200 minutes (Education Code 46112)

2. At least 240 minutes for students in grades 4-8 (Education Code 46113, 46142)

In determining the number of minutes for purposes of compliance with the minimum school day for students in grades 1-8, both noon intermissions and recesses shall be excluded. (Education Code 46115)

The school day for a middle school shall begin no earlier than 8:00 a.m. (Education Code 46148)

Grades 9-12

The school day for a high school shall begin no earlier than 8:30 a.m. (Education Code 46148)

The school day for students in grades 9-12, including students in the traditional independent study program, shall be at least 240 minutes. (Education Code 46141, 46142)

(cf. 6158 - Independent Study)

However, the school day may be less than 240 minutes when authorized by law. Programs that have a minimum school day of 180 minutes include, but are not necessarily limited to:

1. Continuation high school or classes (Education Code 46141, 46170)

(cf. 6184 - Continuation Education)

2. Opportunity school or classes (Education Code 46141, 46180)

3. Regional occupational center (Education Code 46141, 52325)

(cf. 6178.2 - Regional Occupational Center/Program)

4. Work experience education program approved pursuant to Education Code 51760-51769.5 (Education Code 46141, 46144)

SCHOOL DAY (continued)

A student in grade 12 who is enrolled in work experience education and is in the last semester or quarter before graduation may, upon written request by the student's parent/guardian or the student, if 18 years of age or over, be permitted to attend school for less than 180 minutes per school day if all requirements for graduation would be completed, except physical education courses, in less than 180 minutes each day. (Education Code 46147)

(cf. 6178.1 - Work-Based Learning)

5. Concurrent enrollment in a community college pursuant to Education Code 48800-48802 or, for students in grades 11-12, part-time enrollment in classes of the California State University or University of California, provided academic credit will be awarded upon satisfactory completion of enrolled courses (Education Code 46146)

(cf. 6172.1 - Concurrent Enrollment in College Classes)

6. An early college high school or middle college high school, provided the students are enrolled in community college or college classes in accordance with item #5 above (Education Code 46141, 46146.5)

7. Special day or Saturday vocational training program conducted under a federally approved plan for career technical education (Education Code 46141, 46144)

(cf. 6178 - Career Technical Education)

8. Adult education classes (Education Code 46190)

(cf. 6200 - Adult Education)

For an evening high school operated pursuant to Education Code 51720-51724, the number of days, specific days of the week, and number of hours during which the program shall be in session may be determined by the Board. (Education Code 46141, 51721)

Students in grade 12 shall be enrolled in at least five courses each semester or the equivalent number of courses each quarter. This requirement shall not apply to students enrolled in regional occupational centers or programs, courses at accredited postsecondary institutions, independent study, special education programs in which the student's individualized education program establishes a different number of courses, continuation education classes, work experience education programs, or any other course of study authorized by the Board that is equivalent to the approved high school course of study. (Education Code 46145)

SCHOOL DAY (continued)

(cf. 6158 - Independent Study)
(cf. 6159 - Individualized Education Program)

Alternative Block Schedule for Secondary Schools

In order to establish a block or other alternative schedule or to accommodate career technical education and regional occupational center/program courses, the district may authorize students to attend fewer than the total number of days in which school is in session provided that students attend classes for at least 1,200 minutes during any five school day period or 2,400 minutes during any 10 school day period. (Education Code 46160)

An early college high school or middle college high school may be scheduled so that students attend classes for at least 900 minutes during any five-school day period or 1,800 minutes during any 10-school day period. (Education Code 46160)

COURSES OF STUDY

The Governing Board recognizes that a well-aligned sequence of courses fosters academic growth and provides for the best possible use of instructional time. The district's course of study shall provide students with opportunities to attain the skills, knowledge, and abilities they need to be successful academically, professionally, and personally.

(cf. 6011 - Academic Standards)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

The Superintendent or designee shall establish processes for ensuring the articulation of courses across grade levels within the district. As necessary, the Superintendent or designee shall work with representatives of appropriate area districts and postsecondary institutions to ensure articulation of courses with other institutions to which district students may matriculate. The sequence of courses shall be designed to ensure that each course provides adequate preparation for the next course in the sequence, only utilizes prerequisites that are essential to success in a given program or course, avoids significant duplication of content, and allows for reinforcement and progression in the subject matter.

The district shall not provide any course separately or require or refuse participation by any student on the basis of the student's actual or perceived sex, sexual orientation, gender, gender expression, gender identity, ethnic group identification, immigration status, race, ancestry, national origin, religion, color, mental or physical disability, or any other characteristic listed in Education Code 200 and 220, Government Code 11135, or Penal Code 422.55, or the student's association with a person or group with one or more of such actual or perceived characteristics. (Education Code 200, 220; Government Code 11135; Penal Code 422.55; 5 CCR 4940)

(cf. 0415 - Equity)
(cf. 5145.3 - Nondiscrimination/Harassment)

Elementary Grades

The Board shall adopt a course of study for elementary grades that sufficiently prepares students for the secondary course of study.

(cf. 6146.5 - Elementary/Middle School Graduation Requirements)

Secondary Grades

The district shall offer all otherwise qualified students in grades 7-12 a course of study that prepares them, upon graduation from high school, to meet the requirements and prerequisites for admission to California public colleges and universities and to attain entry-level employment skills in business or industry. The district's course of study may provide

COURSES OF STUDY (continued)

for a rigorous academic curriculum that integrates academic and career skills, includes applied learning across all disciplines, and prepares all students for high school graduation and career entry. (Education Code 51228)

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6141.5 - Advanced Placement)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6178 - Career Technical Education)

In addition, the course of study for students in grades 9-12 shall include instruction in skills and knowledge for adult life, career technical training, and a timely opportunity for all otherwise qualified students to enroll, within four years, in each course necessary to fulfill the requirements and prerequisites for admission to California public colleges and universities prior to graduation. (Education Code 51224, 51228)

The Superintendent or designee shall develop a process by which courses that meet California college admission criteria (referred to as "a-g" course requirements) are submitted to the University of California for review and certification. The Superintendent or designee shall maintain an accurate list of all current high school courses that have been so certified, shall ensure that the list is provided annually to all students in grades 9-12 and their parents/guardians, and shall make updated lists readily available. (Education Code 51229, 66204)

Legal Reference: (see next page)

COURSES OF STUDY (continued)

Legal Reference:

EDUCATION CODE
200 Educational equity
220 Prohibition of discrimination
234.1 Categorical program monitoring and prohibition of discrimination, harassment, intimidation, and bullying
234.7 Student protections relating to immigration and citizenship status
33319.3 Driver education; CDE materials on road rage
33540 Government and civics instruction in interaction with government agencies
48980 Parental notifications
49060-49079 Student records
51202 Instruction in personal and public health and safety
51203 Instruction on alcohol, narcotics and restricted dangerous drugs
51204 Course of study designed for student's needs
51204.5 Social science instruction; history of California; contributions of various groups
51210-51212 Course of study for grades 1-6
51220-51230 Course of study for grades 7-12
51241 Exemption from physical education
51911-51921 Comprehensive health education
51930-51939 California Healthy Youth Act
51940 Curriculum for brain and spinal cord injury prevention
60040-60052 Requirements for instructional materials
66204 Certification of high school courses as meeting university admission criteria
GOVERNMENT CODE
7282-7282.5 Standards for responding to U.S. Immigration and Customs enforcement holds
7283-7283.2 Standards for participation in U.S. Immigration and Customs enforcement programs
7284-7284.12 Cooperation with immigration authorities
11135 Discrimination
HEALTH AND SAFETY CODE
11032 Definitions of dangerous drugs
PENAL CODE
422.55 Hate crime
CODE OF REGULATIONS, TITLE 5
430-438 Student Records
4940 Nondiscrimination; course access
10020-10043 Automobile driver education and training
10060 Physical education program
UNITED STATES CODE, TITLE 20
1232g Family Educational Rights and Privacy Act
CODE OF FEDERAL REGULATIONS, TITLE 34
99.1-99.67 Family Educational Rights and Privacy Act

Management Resources: (see next page)

COURSES OF STUDY (continued)

Management Resources:

WEB SITES

CSBA: http://www.csba.org
American Heart Association: https://www.heart.org
American Red Cross, Hands-Only CPR: https://www.redcross.org/take-a-class
California Career Resource Network: http://www.californiacareers.info
California Colleges.edu: http://www.californiacolleges.edu
California Department of Education: https:// www.cde.ca.gov
California State University, Admission Requirements: http://www.csumentor.edu/planning/high_school
California Student Aid Commission: https://www.csac.ca.gov
Federal Student Aid: https://studentaid.gov
University of California, a-g Course Submissions: https://hs-articulation.ucop.edu/guide/update-your-a-g-list/submitting-courses
University of California, List of Approved a-g Courses: https://hs-articulation.ucop.edu/agcourselist
U.S. Department of Education: https://www.ed.gov

COURSES OF STUDY

Grades 1-6

Courses of study for grades 1-6 shall include the following:

(cf. 6146.5 - Elementary/Middle School Graduation Requirements)

1. English: knowledge and appreciation of language and literature, and the skills of speaking, reading, listening, spelling, handwriting, and composition (Education Code 51210)

(cf. 6142.91 - Reading/Language Arts Instruction)

2. Mathematics: concepts, operational skills, and problem solving (Education Code 51210)

(cf. 6142.92 - Mathematics Instruction)

3. Social sciences: age-appropriate instruction drawing upon the disciplines of anthropology, economics, geography, history, political science, psychology, and sociology, including instruction in: (Education Code 51210)

    a. The history, resources, development, and government of California and the United States

        Instruction shall include the early history of California and a study of the role and contributions of men and women, Native Americans, African Americans, Mexican Americans, Asian Americans, Pacific Islanders, European Americans, lesbian, gay, bisexual, and transgender Americans, persons with disabilities, and members of other ethnic and cultural groups to the economic, political, and social development of California and the United States, with particular emphasis on portraying the role of these groups in contemporary society. (Education Code 51204.5, 60040)

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)
(cf. 6142.3 - Civic Education)
(cf. 6142.94 - History-Social Science Instruction)

    b. The development of the American economic system, including the role of the entrepreneur and labor

    c. The relations of persons to their human and natural environments

    d. Eastern and western cultures and civilizations

    e. Contemporary issues

COURSES OF STUDY (continued)

f. The wise use of natural resources

(cf. 6142.5 - Environmental Education)

4. Science: biological and physical aspects, with emphasis on experimental inquiry and the place of humans in ecological systems (Education Code 51210)

(cf. 6142.93 - Science Instruction)

5. Visual and performing arts: instruction in dance, music, theatre, and visual arts aimed at developing aesthetic appreciation and creative expression (Education Code 51210)

(cf. 6142.6 - Visual and Performing Arts Education)

6. Health: principles and practices of individual, family, and community health, including instruction at the appropriate grade levels and subject areas in: (Education Code 51202, 51210)

   a. Personal and public safety and accident prevention, including instruction in emergency first aid, hemorrhage control, treatment for poisoning, resuscitation techniques, and cardiopulmonary resuscitation (CPR) when appropriate equipment is available

(cf. 6142.8 - Comprehensive Health Education)

   b. Fire prevention

   c. The protection and conservation of resources, including the necessity for the protection of the environment

   d. Venereal disease

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

   e. The effects of alcohol, narcotics, drugs, and tobacco upon the human body

(cf. 5131.6 - Alcohol and Other Drugs)

   f. Violence as a public health issue

7. Physical education: with emphasis on physical activities conducive to health and vigor of body and mind (Education Code 51210)

(cf. 6142.7 - Physical Education and Activity)

COURSES OF STUDY (continued)

8. Violence awareness and prevention

9. Career awareness exploration

(cf. 6178 - Career Technical Education)

Grades 7-12

Courses of study for grades 7-12 shall include the following:

(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.5 - Elementary/Middle School Graduation Requirements)

1. English: knowledge and appreciation of literature, language, and composition, and the skills of reading, listening, and speaking (Education Code 51220)

(cf. 6142.91 - Reading/Language Arts Instruction)

2. Social sciences: age-appropriate instruction drawing upon the disciplines of anthropology, economics, geography, history, political science, psychology, and sociology, with instruction in: (Education Code 51220)

    a. The history, resources, development, and government of California and the United States, including instruction in:

        (1) The early history of California and a study of the role and contributions of both men and women, Native Americans, African Americans, Mexican Americans, Asian Americans, Pacific Islanders, European Americans, lesbian, gay, bisexual, and transgender Americans, persons with disabilities, and members of other ethnic and cultural groups to the economic, political, and social development of California and the United States, with particular emphasis on portraying the role of these groups in contemporary society (Education Code 51204.5)

        (2) World War II, including the role of Americans and Filipino Americans who served in the United States Army during that time

        (3) The Vietnam War, including the "Secret War" in Laos and role of Southeast Asians in that war

        (4) The Bracero program, in which there was a 1942 agreement between the United States and Mexico authorizing the temporary migration of laborers to the United States

COURSES OF STUDY (continued)

b. The American legal system, the operation of the juvenile and adult criminal justice systems, and the rights and duties of citizens under the criminal and civil law and the state and federal constitutions

This course may include participation in a teen court or peer court program. (Education Code 51220.2)

(cf. 5138 - Conflict Resolution/Peer Mediation)

c. The development of the American economic system, including the role of the entrepreneur and labor

d. The relations of persons to their human and natural environments, including the wise use of natural resources (Education Code 51221)

(cf. 6142.5 - Environmental Education)

e. Eastern and western cultures and civilizations

f. Human rights issues, with particular attention to the study of the inhumanity of genocide (which may include, but is not limited to, the Armenian, Cambodian, Darfur, and Rwandan genocides), slavery, and the Holocaust

g. Contemporary issues

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)
(cf. 6142.3 - Civic Education)
(cf. 6142.94 - History-Social Science Instruction)

3. World language(s): understanding, speaking, reading, and writing, beginning not later than grade 7 (Education Code 51220)

(cf. 6142.2 - World Language Instruction)

4. Physical education: with emphasis on physical activities conducive to health and vigor of body and mind, as required by Education Code 51222 (Education Code 51220)

(cf. 6142.7 - Physical Education and Activity)

5. Science: physical and biological aspects; emphasis on basic concepts, theories, and processes of scientific investigation and on the place of humans in ecological systems; appropriate applications of the interrelation and interdependence of the sciences (Education Code 51220)

COURSES OF STUDY (continued)

(cf. 6142.93 - Science Instruction)

6. Mathematics: mathematical understandings, operational skills, and problem-solving procedures; algebra (Education Code 51220, 51224.5)

(cf. 6142.92 - Mathematics Instruction)

7. Visual and performing arts: dance, music, theatre, and visual arts, with emphasis upon development of aesthetic appreciation and creative expression (Education Code 51220)

(cf. 6142.6 - Visual and Performing Arts Education)

8. Applied arts: consumer education, family and consumer sciences education, industrial arts, general business education, or general agriculture (Education Code 51220)

9. Career technical/vocational-technical education: in the occupations and in the numbers appropriate to the personnel needs of the state and community served and relevant to the career desires and needs of students (Education Code 51220)

(cf. 6178 - Career Technical Education)

10. Comprehensive sexual health and HIV prevention (Education Code 51225.36, 51934)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

11. Personal and public safety, accident prevention and health, including instruction in: (Education Code 51202, 51203)

    a. Emergency first aid, hemorrhage control, treatment for poisoning, resuscitation techniques, and CPR when appropriate equipment is available

       Instruction shall be provided in compression-only CPR based on national guidelines and shall include hands-on practice. (Education Code 51225.6)

    b. Fire prevention

    c. The protection and conservation of resources, including the necessity for the protection of the environment

    d. Venereal disease

COURSES OF STUDY (continued)

e. The effects of alcohol, narcotics, drugs, and tobacco upon the human body

(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 6142.8 - Comprehensive Health Education)

f. Prenatal care for pregnant individuals

g. Violence as a public health issue

12. Violence awareness and prevention

13. Ethnic studies

Commencing in the 2025-26 school year, the district shall offer a one-semester course in ethnic studies as specified in Education Code 51225.3.

In addition, the course of study for grade 7 and/or 8 may include parenting skills and education, including, but not limited to, child growth and development, parental responsibilities, household budgeting, child abuse and neglect issues, personal hygiene, maintenance of healthy relationships, teen parenting issues, and self-esteem. (Education Code 51220.5)

(cf. 5146 - Married/Pregnant/Parenting Students)

High schools shall offer automobile driver education that includes instruction in: (Education Code 51220, 51220.1, 51220.4)

1. Vehicle Code provisions and other relevant state laws

2. Proper acceptance of personal responsibility in traffic

3. Appreciation of the causes, seriousness, and consequences of traffic accidents

4. Knowledge and attitudes necessary for the safe operation of motor vehicles

5. The safe operation of motorcycles

6. The dangers involved in consuming alcohol or drugs in connection with the operation of a motor vehicle

7. The rights and duties of a motorist as they pertain to pedestrians and the rights and duties of pedestrians as they pertain to traffic laws and traffic safety

COURSES OF STUDY (continued)

Certification of College Preparatory Courses

The Superintendent or designee shall identify district courses that may qualify for designation as "a-g" college preparatory courses, including courses in history-social science, English, mathematics, laboratory science, languages other than English, visual and performing arts, career technical education, and college preparatory electives. The Superintendent or designee shall submit any necessary information regarding each identified course to the University of California (UC) for "a-g" designation.

Notification and Information to Students in Grades 9-12

At the beginning of each school year, the Superintendent or designee shall provide written notice to parents/guardians of students in grades 9-12 that, to the extent possible, shall not exceed one page in length and that includes all of the following: (Education Code 51229)

1. A brief explanation of the course requirements for admission to UC and the California State University (CSU)

2. A list of the current UC and CSU web sites that help students and their families learn about college admission requirements and that list high school courses that have been certified by UC as satisfying the requirements for admission to UC and CSU

3. A brief description of what career technical education is, as defined by the California Department of Education (CDE)

4. The Internet address for the portion of the CDE web site where students can learn more about career technical education

5. Information about how students may meet with school counselors to help them choose courses that will meet college admission requirements and/or enroll in career technical education courses

The Superintendent or designee shall provide information to students and parents/guardians regarding the completion and submission of the Free Application for Federal Student Aid (FAFSA) and/or the California Dream Act Application (CADAA) at least once before grade 12. (Education Code 51225.8)

(cf. 5145.6 - Parental Notifications)
(cf. 6164.2 - Guidance/Counseling Services)

Financial Aid Requirements for Students in Grade 12

Commencing in the 2022-23 school year, the Superintendent or designee shall ensure that each student in grade 12 completes and submits a FAFSA to the U.S. Department of Education or, if a student is exempt from paying nonresident tuition a CADAA to the Student Aid Commission (CSAC), unless either: (Education Code 51225.7)

COURSES OF STUDY (continued)

1. The student's parent/guardian, emancipated minor, or student age 18 years or older submits an opt-out form to the district

2. If the district determines that a student is unable to complete a requirement of Education Code 51225.7, the district shall exempt the student or the student's parent/guardian from completing the FAFSA, CADAA, or opt-out form and shall complete and submit an opt-out form on the student's behalf

The Superintendent or designee shall ensure that each high school student in grade 12, and if applicable, the student's parent/guardian, be directed to any support and assistance necessary to complete the FAFSA and/or CADAA that may be available through outreach programs, including, but not limited to, programs operated by CSAC, postsecondary immigration resource centers, college readiness organizations, community-based organizations, and/or legal resource organizations. (Education Code 51225.7)

Information shared by students and parents/guardians in completing and submitting the FAFSA and/or CADAA shall be handled in compliance with the federal Family Rights and Privacy Act and applicable state law, regardless of any person's immigration status or other personal information. (Education Code 51225.7)

(cf. 1340 - Access to District Records)
(cf. 5022 - Student and Family Privacy Rights)
(cf. 5125 - Student Records)
(cf. 5145.13 - Response to Immigration Enforcement)
(cf. 6159 - Individualized Education Program)

INDEPENDENT STUDY

The Governing Board authorizes independent study as an optional alternative instructional strategy for students whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered on a full-time or part-time basis and in conjunction with part- or full-time classroom study.

The Superintendent or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, a charter school, and an online course.

(cf. 0420.4 - Charter School Authorization)
(cf. 6181 - Alternative Schools/Programs of Choice)

Except for students who, during the 2021-2022 school year, cannot participate in classroom-based instruction due to quarantine or school closure for exposure to or infection with COVID-19, student participation in independent study shall be voluntary. (Education Code 51747, 51749.5, 51749.6)

Independent study for each student shall be under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300. Students' independent study shall be coordinated, evaluated, and documented, as prescribed by law and reflected in the accompanying administrative regulation. (Education Code 51747.5)

With the exception of students who, during the 2021-2022 school year, cannot participate in classroom-based instruction due to a quarantine or school closure for exposure to or infection with COVID-19, the minimum period of time for any independent study option shall be three consecutive school days. (Education Code 51747)

General Independent Study Requirements

For the 2021-22 school year, the district shall offer independent study, as specified in Education Code 51745, to meet the educational needs of students unless the district has obtained a waiver. (Education Code 51745)

For the 2022-23 school year and thereafter, the Superintendent or designee may offer and approve independent study for an individual student upon determining that the student is prepared to meet the district's requirements for independent study and is likely to succeed in independent study as well as or better than the student would in the regular classroom setting.

INDEPENDENT STUDY (continued)

(cf. 5147 - Dropout Prevention)
(cf. 6011 - Academic Standards)
(cf. 6143 - Courses of Study)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.11 - Alternative Credits Toward Graduation)
(cf. 6172 - Gifted and Talented Student Program)
(cf. 6200 - Adult Education)

The minimum instructional minutes for students participating in independent study shall be the same as required for their peers at the school who are receiving in-person instruction, except as otherwise permitted by law. (Education Code 46100)

Because excessive leniency in the duration of independent study assignments may result in a student falling behind peers and increase the risk of dropping out of school, independent study assignments shall be completed no more than one week after assigned for all grade levels and types of program. When necessary based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due. However, in no event shall the due date of an assignment be extended beyond the termination date of the agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments. Satisfactory educational progress shall be determined based on all of the following indicators: (Education Code 51747)

1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060

2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments

3. Learning of required concepts, as determined by the supervising teacher

4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

The Superintendent or designee shall ensure that students participating in independent study are provided with content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California or the California State University as creditable under the A-G admissions criteria. (Education Code 51747)

INDEPENDENT STUDY (continued)

The Superintendent or designee shall ensure that students participating in independent study for 15 school days or more receive the following throughout the school year: (Education Code 51747)

1. For students in grades transitional kindergarten, kindergarten, and grades 1 to 3, opportunities for daily synchronous instruction

2. For students in grades 4-8, opportunities for both daily live interaction and at least weekly synchronous instruction

3. For students in grades 9-12, opportunities for at least weekly synchronous instruction

The Superintendent or designee shall ensure that procedures for tiered reengagement strategies are used for all students participating in an independent study program for 15 school days or more who: (Education Code 51747)

1. Are not generating attendance for more than three school days or 60 percent of the instructional days in a school week, or 10 percent of required minimum instructional time over four continuous weeks of the district's approved instructional calendar

2. Are found to be not participatory pursuant to Section 51747.5 for more than the greater of three schooldays or 60 percent of the scheduled days of synchronous instruction in a school month as applicable by grade span

3. Are in violation of their written agreement

Tiered reengagement strategies procedures used in district independent study programs shall include, but are not necessarily limited to, all of the following: (Education Code 51747)

1. Verification of current contact information for each enrolled student

2. Notification to parents/guardians of lack of participation within one school day of the recording of a non-attendance day or lack of participation

3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary

4. A clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being

INDEPENDENT STUDY (continued)

The Superintendent or designee shall develop a plan to transition students whose families wish to return to in-person instruction from independent study expeditiously, and, in no case later, than five instructional days. This requirement only applies to students participating in an independent study program for 15 school days or more. (Education Code 51747)

The Superintendent or designee shall ensure that a written master agreement exists for each participating student as prescribed by law. (Education Code 51747, 51749.5)

The district shall provide written notice to the parents/guardians of all enrolled students of the option to enroll their child in in-person instruction or independent study during the 2021-22 school year. This notice shall be posted on the district's web site, and shall include, at a minimum, information about the right to request a student-parent-educator conference before enrollment, student rights regarding procedures for enrolling, disenrolling, and reenrolling in independent study, and the instructional time, including synchronous and asynchronous learning, that a student will have access to as part of independent study. (Education Code 51747)

Upon the request of the parent/guardian of a student, and before signing a written agreement as described below in the section "Master Agreement," the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference or other meeting during which the student, parent/guardian, and, if requested, their advocate may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51747)

Master Agreement

A written agreement shall be developed and implemented for each student participating in independent study for three or more consecutive school days. (Education Code 46300, 51747; 5 CCR 11703)

However, for the 2021-22 school year only, the district shall obtain a signed written agreement from each student participating in an independent study program for any length of time, no later than 30 days after the first day of instruction in the independent study program.

The agreement shall include general student data, including the student's name, address, grade level, birth date, school of enrollment, and program placement.

The independent study agreement for each participating student also shall include, but are not limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

1. The frequency, time, place and manner for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress

INDEPENDENT STUDY (continued)

2. The objectives and methods of study for the student's work and the methods used to evaluate that work

3. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work

4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study

5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year

6. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion

7. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.

8. A statement that independent study is an optional educational alternative in which no student may be required to participate

   For the 2021-22 school year, this statement shall not be required for a student's participation in independent study if the student is unable to attend in-person instruction because of a quarantine or school closure mandated by a local or state health order or guidance due to the student's exposure to or infection with COVID-19.

9. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction

(cf. 5144.1 - Suspension and Expulsion/Due Process)

INDEPENDENT STUDY (continued)

10. Before the commencement of independent study, the agreement shall be signed and dated by the student, the student's parent/guardian or caregiver if the student is under age 18 years, the certificated employee responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student**.**

    However, for the 2021-22 school year, the district shall obtain a signed written agreement for independent study from the student, or the student's parent/guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student, no later than 30 days after the first day of instruction in the independent study program or October 15, whichever date comes later.

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education (CDE). (Education Code 51747)

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

Course-Based Independent Study

The district's course-based independent study program for students in grades K-12 shall be subject to the following requirements: (Education Code 51749.5)

1. A signed learning agreement shall be completed and on file for each participating student, pursuant to Education Code 51749.6

2. Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by the district or by another district, charter school, or county office of education with which the district has a memorandum of understanding to provide the instruction.

(cf. 4112.2 - Certification)

3. Courses shall be annually certified by Board resolution to be of the same rigor and educational quality and to provide intellectual challenge that is substantially equivalent to in-person, classroom-based instruction, and shall be aligned to all relevant local and state content standards. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California or the California State University as creditable under the A-G admissions

INDEPENDENT STUDY (continued)

criteria. The certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses. The certification shall also include plans to provide opportunities throughout the school year, for students in transitional kindergarten, kindergarten, and grades 1-3 to receive daily synchronous instruction, for students in grades 4-8, to receive both daily live interaction and at least weekly synchronous instruction, and for students in grades 9-12 to receive at least weekly synchronous instruction.

4. Students enrolled in independent study courses shall meet the applicable age requirements established pursuant to Education Code 46300.1**,** 46300.4, 47612, and 47612.1, and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 47612, 48204, and 51747.3.

5. For each student participating in an independent study course, satisfactory educational progress shall be determined based on the student's achievement and engagement in the independent study program, as indicated by their performance on applicable student-level measures of student achievement and student engagement set forth in Education Code 52060, completion of assignments, assessments, or other indicators that evidence that the student is working on assignments, learning of required concepts, as determined by the supervising teacher, and progress toward successful completion of the course of study or individual course, as determined by the supervising teacher.

   If satisfactory educational progress in an independent study class is not being made, the teacher shall notify the student and, if the student is under age 18 years, the student's parent/guardian. The teacher shall conduct an evaluation to determine whether it is in the student's best interest to remain in the course or whether the student should be referred to an alternative program, which may include, but is not limited to, a regular school program. A written record of the evaluation findings shall be a mandatory interim student record maintained for three years from the date of the evaluation. If the student transfers to another California public school, the record shall be forwarded to that school.

   Procedures for tiered reengagement strategies shall be used for all students who are not making satisfactory educational progress in one or more courses or who are in violation of the written learning agreement, as described in the section "Learning Agreement for Course-Based Independent Study" below. These procedures shall include, but are not necessarily limited to, the verification of current contact information for each enrolled student, notification to parents/guardians of lack of participation within one school day of the absence or lack of participation, a plan for

INDEPENDENT STUDY (continued)

outreach from the school to determine student needs, including connection with health and social services as necessary, and a clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being.

(cf. 5125 - Student Records)

6. Examinations shall be administered by a proctor.

7. Statewide testing results shall be reported and assigned to the school at which the student is enrolled and shall be included in the aggregate results of the district. Test results also shall be disaggregated for purposes of comparisons with the test results of students enrolled in classroom-based courses.

(cf. 6162.51 - State Academic Achievement Tests)

8. A student shall not be required to enroll in courses included in the course-based independent study program.

9. The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6.

10. For each student, the combined equivalent daily instructional minutes for courses in this program and all other courses shall meet applicable minimum instructional day requirements, and the student shall be offered the minimum annual total equivalent instructional minutes pursuant to Education Code 46200-46208.

(cf. 6111 - School Calendar)
(cf. 6112 - School Day)

11. Courses required for high school graduation or for admission to the University of California or California State University shall not be offered exclusively through independent study.

12. A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011.

(cf. 3260 - Fees and Charges)

13. A student shall not be prohibited from participating in independent study solely on the basis that the student does not have the materials, equipment, or access to Internet connectivity necessary to participate in the course.

INDEPENDENT STUDY (continued)

14. A student with disabilities, as defined in Education Code 56026, shall not participate in course-based independent study, unless the student's individualized education program specifically provides for that participation.

15. A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 through course-based independent study.

16. The district shall maintain a plan to transition any student whose family wishes to return to in-person instruction from course-based independent study expeditiously, and, in no case, later than five instructional days.

Learning Agreement for Course-Based Independent Study

Before enrolling a student in a course within this program, the Superintendent or designee shall provide the student and, if the student is under age 18 years, the student's parent/guardian with a written learning agreement that includes all of the following: (Education Code 51749.6)

1. A summary of the district's policies and procedures related to course-based independent study pursuant to Education Code 51749.5

2. The duration of the enrolled course(s) and the number of course credits for each enrolled course, consistent with the Board certifications made pursuant to item #3 of the Course-Based Independent Study section above

3. The duration of the learning agreement, which shall not exceed a school year or span multiple school years

4. The learning objectives and expectations for each course, including, but not limited to, a description of how satisfactory educational progress is measured and when a student evaluation is required to determine whether the student should remain in the course or be referred to an alternative program, which may include, but is not limited to, a regular school program

5. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work

6. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with

INDEPENDENT STUDY (continued)

their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.

7. A statement that enrollment is an optional educational alternative in which no student may be required to participate. In the case of a student who is suspended or expelled, or who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the student through course-based independent study only if the student is offered the alternative of classroom instruction.

8. The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent/guardian regarding a student's academic progress.

9. The objectives and methods of study for the student's work, and the methods used to evaluate that work.

10. A statement of the adopted policies regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether the student should be allowed to continue in course-based independent study.

11. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the learning agreement, to be earned by the student upon completion.

12. For 2022-23 school year and thereafter, before the commencement of an independent study course, the learning agreement shall be signed and dated by the student, and by the student's parent/guardian or caregiver if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the student. For purposes of this paragraph "caregiver" means a person who has met the requirements of Family Code 6550-6552.

    For the 2021-22 school year only, the district shall obtain a signed written agreement for independent study from the student, or the student's parent/guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of the independent study course, and all persons who have direct responsibility for providing assistance to the pupil no later than 30 days after the first day of instruction.

INDEPENDENT STUDY (continued)

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the CDE. (Education Code 51749.6)

A signed learning agreement from a parent/guardian of a student who is less than 18 years of age shall constitute the parent/guardian's permission for the student to receive instruction through course-based independent study. (Education Code 51749.6)

The Superintendent or designee shall retain a physical or electronic copy of the signed learning agreement for at least three years and as appropriate for auditing purposes. (Education Code 51749.6)

Upon the request of a student's parent/guardian, and before signing a written agreement as described above, the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference, or other meeting during which the student, parent/guardian, or their advocate may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51749.6)

Student-Parent-Educator Conferences

A student-parent-educator conference shall be held as appropriate including, but not limited to, as a reengagement strategy and/or, if requested by a parent/guardian, prior to enrollment or disenrollment from independent study. (Education Code 51745.5, 51747, 51749.5)

Records

The Superintendent or designee shall ensure that records are maintained for audit purposes.

These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

1. A copy of the Board policy, administrative regulation, and other procedures related to independent study

2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades K-8 and the course credits attempted by and awarded to students in grades 9-12 and adult education

3. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher

INDEPENDENT STUDY (continued)

4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons

5. Appropriate documentation of compliance with the teacher-student ratios required by Education Code 51745.6 and 51749.5 (Education Code 51745.6 and 51749.5)

6. Appropriate documentation of compliance with the requirements pursuant to Education Code 51747.5 to ensure the coordination, evaluation, and supervision of the independent study of each student by a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300 (Education Code 51747.5)

The district shall document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which live interaction or synchronous instruction is provided as part of the independent study program. A student who does not participate in scheduled live interaction or synchronous instruction shall be documented as nonparticipatory for that school day. (Education Code 51747.5)

The Superintendent or designee shall also maintain a written or computer-based record such as a grade book or summary document of student engagement, for each class, of all grades**,** assignments, and assessments for each student for independent study assignments. (Education Code 51747.5)

(cf. 3580 - District Records)

The signed, dated agreement, any supplemental agreement, assignment records, work samples, and attendance records may be maintained on file electronically. (Education Code 51747)

Program Evaluation

The Superintendent or designee shall annually report to the Board the number of district students participating in independent study, the average daily attendance generated for apportionment purposes, student performance as measured by standard indicators and in comparison to students in classroom-based instruction, and the number and proportion of independent study students who graduate or successfully complete independent study. Based on the program evaluation, the Board and Superintendent shall determine areas for program improvement as needed.

INDEPENDENT STUDY (continued)

(cf. 0500 - Accountability)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6162.5 - Student Assessment)

Legal Reference:

EDUCATION CODE
17289 Exemption for facilities
41020 Audit guidelines
41422 Apportionment credit for student inability to attend in-person or school closure due to COVID-19
41976.2 Independent study programs; adult education funding
42238 Revenue limits
42238.05 Local control funding formula; average daily attendance
44865 Qualifications for home teachers and teachers in special classes and schools
46100 Length of school day
46200-46208 Instructional day and year
46300-46307.1 Methods of computing average daily attendance
46390-46393 Emergency average daily attendance
46600 Interdistrict attendance computation
47612-47612.1 Charter school operation
47612.5 Independent study in charter schools
48204 Residency
48206.3 Home or hospital instruction; students with temporary disabilities
48220 Classes of children exempted
48340 Improvement of pupil attendance
48915 Expulsion; particular circumstances
48916.1 Educational program requirements for expelled students
48917 Suspension of expulsion order
49011 Student fees
51225.3 Requirements for high school graduation
51745-51749.6 Independent study programs
52060 Local control and accountability plan
52522 Adult education alternative instructional delivery
52523 Adult education as supplement to high school curriculum; criteria
56026 Individuals with exceptional needs
58500-58512 Alternative schools and programs of choice
FAMILY CODE
6550-6552 Authorization affidavits
CODE OF REGULATIONS, TITLE 5
11700-11703 Independent study
UNITED STATES CODE, TITLE 20
6301 Highly qualified teachers
6311 State plans
COURT DECISIONS
Modesto City Schools v. Education Audits Appeal Panel, (2004) 123 Cal.App.4th 1365

Management Resources: (see next page)

INDEPENDENT STUDY (continued)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
2021-22 AA & IT Independent Study FAQs, 2021
Clarifications for Student Learning in Quarantine, 2021
Conducting Individualized Determinations of Need, 2021
Legal Requirements for Independent Study, 2021
Elements of Exemplary Independent Study
California Digital Learning Integration and Standards Guidance, April 2021
EDUCATION AUDIT APPEALS PANEL PUBLICATIONS
Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting
WEB SITES
California Consortium for Independent Study: http://www.ccis.org
California Department of Education, Independent Study: http://www.cde.ca.gov/sp/eo/is
Education Audit Appeals Panel: http://www.eaap.ca.gov

INDEPENDENT STUDY

Definitions

Live interaction means interaction between the student and classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness, including, but not limited to, wellness checks, progress monitoring, provision of services, and instruction. This interaction may take place in person, or in the form of Internet or telephonic communication. (Education Code 51745.5)

Student-parent-educator conference means a meeting involving, at a minimum, all parties who signed the student's written independent study agreement pursuant to Education Code 51747 or the written learning agreement pursuant to Education Code 51749.6. (Education Code 51745.5)

Synchronous instruction means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of Internet or telephonic communications, and involving live two-way communication between the teacher and student. Synchronous instruction shall be provided by the teacher of record for that student pursuant to Education Code 51747.5 or the certificated employee providing instruction for course-based independent study. (Education Code 51745.5)

Educational Opportunities

For the 2021-22 school year, the district shall offer independent study to meet the educational needs of students as specified in Education Code 51745 unless the district has obtained a waiver. (Education Code 51745)

Educational opportunities offered through independent study may include, but are not limited to: (Education Code 51745)

1. Special assignments extending the content of regular courses of instruction

(cf. 6143 - Courses of Study)

2. Individualized study in a particular area of interest or in a subject not currently available in the regular school curriculum

3. Individualized alternative education designed to teach the knowledge and skills of the core curriculum, but not provided as an alternative curriculum

4. Continuing and special study during travel

(cf. 5112.3 - Student Leave of Absence)

5. Volunteer community service activities and leadership opportunities that support and strengthen student achievement

INDEPENDENT STUDY (continued)

6. Individualized study for a student whose health, as determined by the student's parent/guardian, would be put at risk by in-person instruction or for a student who is unable to attend in-person instruction due to a quarantine due to exposure to, or infection with, COVID-19, pursuant to local or state public health guidance

(cf. 0420.4 - Charter School Authorization)
(cf. 6142.4 - Service Learning/Community Service Classes)
(cf. 6181 - Alternative Schools/Programs of Choice)

In addition, when requested by a parent/guardian due to an emergency or illness, independent study may be used on a short-term basis to ensure that the student is able to maintain academic progress in the student's regular classes.

(cf. 5113 - Absences and Excuses)

No course required for high school graduation shall be offered exclusively through independent study. (Education Code 51745)

(cf. 6146.1 - High School Graduation Requirements)

Equivalency

The district's independent study option shall be substantially equivalent in quality and quantity to classroom instruction to enable participating students to complete the district's adopted course of study within the customary timeframe. Students in independent study shall have access to the same services and resources that are available to other students in the school and shall have equal rights and privileges. (5 CCR 11700, 11701.5)

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

Students participating in independent study shall have access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work. (Education Code 51747)

The district shall not provide independent study students and their parents/guardians with funds or items of value that are not provided for other students and their parents/guardians. Providing access to Internet connectivity and local educational agency-owned devices adequate to participate in an independent study program and complete assigned work consistent with Education Code 51747, or to participate in an independent study course, as authorized by Education Code 51749.5, shall not be considered funds or other things of value. (Education Code 46300.6, 51747.3)

INDEPENDENT STUDY (continued)

Eligibility for Independent Study

To participate in independent study, a student shall be enrolled in a district school. (Education Code 51748)

For the 2022-23 school year and thereafter, the Superintendent or designee may approve the participation of a student who demonstrates the motivation, commitment, organizational skills, and academic skills necessary to work independently provided that experienced certificated staff are available to effectively supervise students in independent study. The Superintendent or designee may also approve the participation of a student whose health would be put at risk by in-person instruction. A student whose academic performance is not at grade level may participate in independent study only if the program is able to provide appropriate support, such as supplemental instruction, tutoring, counseling, ongoing diagnostic assessments, and/or differentiated materials, to enable the student to be successful. For an elementary student, the Superintendent or designee may consider the parent/guardian's level of commitment to assist the student.

A student participating in independent study must be a resident of the county or an adjacent county. Full-time independent study shall not be available to students whose district residency status is based on their parent/guardian's employment within district boundaries pursuant to Education Code 48204. (Education Code 46300.2, 51747.3)

(cf. 5111.1 - District Residency)

A student with disabilities, as defined in Education Code 56026, shall not participate in independent study unless the student's individualized education program specifically provides for such participation. (Education Code 51745)

(cf. 6159 - Individualized Education Program)

With the exception of students who, during the 2021-2022 school year, cannot participate in classroom-based instruction due to a COVID-19 quarantine or school closure, a temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 by means of independent study. (Education Code 51747)

(cf. 6183 - Home and Hospital Instruction)

Students age 21 or older, and students age 19 or older who have not been continuously enrolled in school since their 18th birthday, may participate in independent study only through the adult education program for the purpose of enrolling in courses required for a high school diploma by Education Code 51225.3 or the Governing Board. (Education Code 46300.1, 46300.4)

(cf. 6200 - Adult Education)

INDEPENDENT STUDY (continued)

No more than 10 percent of the students enrolled in a continuation high school or opportunity school or program, not including pregnant students and parenting students who are primary caregivers for one or more of their children, shall be enrolled in independent study. (Education Code 51745)

(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 6184 - Continuation Education)

Monitoring Student Progress

The independent study administrator and/or supervising teacher shall promptly and directly address any failure by the student to meet the terms of the student's written agreement. The following supportive strategies may be used:

1. A letter to the student and/or parent/guardian

2. A meeting between the student and the teacher and/or counselor

3. A meeting between the student and the independent study administrator, including the parent/guardian if appropriate

4. An increase in the amount of time the student works under direct supervision

When the student has failed to make satisfactory educational progress or missed the number of assignments specified in the written agreement as requiring an evaluation, the Superintendent or designee shall conduct an evaluation to determine whether or not independent study is appropriate for the student. This evaluation may result in termination of the independent study agreement and the student's return to the regular classroom program or other alternative program.

A written record of the findings of any such evaluation shall be treated as a mandatory interim student record which shall be maintained for three years from the date of the evaluation. (Education Code 51747)

Responsibilities of Independent Study Administrator

The responsibilities of the independent study administrator include, but are not limited to:

1. Recommending certificated staff to be assigned as independent study teachers at the required teacher-student ratios pursuant to Education Code 51745.6 and supervising staff assigned to independent study functions who are not regularly supervised by another administrator

INDEPENDENT STUDY (continued)

2. Approving or denying the participation of students requesting independent study

3. Facilitating the completion of written independent study agreements

4. Ensuring a smooth transition for students into and out of the independent study mode of instruction

5. Approving all credits earned through independent study

6. Completing or coordinating the preparation of all records and reports required by law, Board policy, or administrative regulation

Assignment and Responsibilities of Independent Study Teachers

Each student's independent study shall be coordinated, evaluated, and carried out under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or emergency credential pursuant to Education Code 44300, registered as required by law, and who consents to the assignment. (Education Code 44865, 51747.5; 5 CCR 11700)

The ratio of student average daily attendance for independent study students age 18 years or younger to full-time equivalent certificated employees responsible for independent study shall not exceed the equivalent ratio for all other education programs in the district, unless a new higher or lower ratio for all other educational programs offered is negotiated in a collective bargaining agreement or the district enters into a memorandum of understanding that indicates an existing collective bargaining agreement contains an alternative ratio. (Education Code 51745.6)

The responsibilities of the supervising teacher shall include, but are not limited to:

1. Completing designated portions of the written independent study agreement and signing the agreement

2. Supervising and approving coursework and assignments

3. Maintaining records of student assignments showing the date the assignment is given and the date the assignment is due

4. Maintaining a daily or hourly attendance register in accordance with item #4 in the section on "Records for Audit Purpose" in the accompanying Board policy

5. Providing direct instruction and counsel as necessary for individual student success

INDEPENDENT STUDY (continued)

6. Regularly meeting with the student to discuss the student's progress

7. Determining the time value of assigned work or work products completed and submitted by the student

8. Assessing student work and assigning grades or other approved measures of achievement

9. Documenting each student's participation in live interaction and/or synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which live interaction or synchronous instruction is provided as part of the independent study program

The Superintendent or designee shall ensure that independent study teachers have access to professional development and support comparable to classroom-based teachers.

(cf. 4131 - Staff Development)

TRANSITIONAL KINDERGARTEN

The Governing Board desires to offer a high-quality transitional kindergarten (TK) program for eligible children who do not yet meet the minimum age criterion for kindergarten. The TK program shall assist students in developing the academic, social, and emotional skills needed to succeed in kindergarten and beyond.

The district's TK program shall be the first year of a two-year kindergarten program. (Education Code 48000)

The Board encourages ongoing collaboration among district preschool staff, other preschool providers, elementary teachers, administrators, and parents/guardians in the development, implementation, and evaluation of the district's TK program.

(cf. 1220 - Citizen Advisory Committees)
(cf. 6020 - Parent Involvement)

Eligibility

The district's TK program shall admit children as follows: (Education Code 48000):

1. For the 2021-22 school year, children whose fifth birthday is between September 2 through December 2

2. For the 2022-23 school year, children whose fifth birthday is between September 2 and February 2

3. For the 2023-24 school year, children whose fifth birthday is between September 2 and April 2

4. For the 2024-25 school year, children whose fifth birthday is between September 2 and June 2

5. For the 2025-26 school year, and in each school year thereafter, children who turn four by September 1

A child's eligibility for TK enrollment shall not impact family eligibility for a preschool or childcare program. (Education Code 48000).

Parents/guardians of eligible children shall be notified of the availability of the TK program and of the age, residency, immunization, and any other enrollment requirements. Enrollment in the TK program shall be voluntary.

(cf. 5111 - Admission)
(cf. 5111.1 - District Residency)
(cf. 5141.22 - Infectious Diseases)

TRANSITIONAL KINDERGARTEN (continued)

(cf. 5141.3 - Health Examinations)
(cf. 5141.31 - Immunizations)
(cf. 5141.32 - Health Screening for School Entry)

On a case-by-case basis, a child whose fifth birthday is on or before September 1 may be admitted into the district's TK program upon request of a child's parents/guardians, if the Superintendent or designee determines that it is in the child's best interest.

At any time during the school year, the district may admit into the TK program a child whose fifth birthday is after the date specified for admittance for the applicable year as described above, provided that the Superintendent or designee recommends that enrollment in a TK program is in the child's best interest and the child's parents/guardians approve. Prior to such enrollment, the child's parents/guardians shall be provided information regarding the advantages and disadvantages and any other explanatory information about the effect of early admittance. (Education Code 48000)

Curriculum and Instruction

The district's TK program shall be based on a modified kindergarten curriculum that is age and developmentally appropriate. (Education Code 48000)

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

The program shall be aligned with the preschool learning foundations and preschool curriculum frameworks developed by the California Department of Education (CDE). It shall be designed to facilitate students' development in essential knowledge and skills related to language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.

(cf. 5148.3 - Preschool/Early Childhood Education)
(cf. 6011 - Academic Standards)
(cf. 6174 - Education for English Learners)

The Board shall establish the length of the school day in the district's TK program, which shall be at least three hours but no more than four hours long except for TK students enrolled in expanded learning opportunity programs provided by the district pursuant to Education Code 46120. If the district has adopted an extended-day kindergarten, the length of the school day for the TK program may be different than the length of the school day for the kindergarten program either at the same or different school sites. The Superintendent or designee shall annually report to CDE as to whether the district's TK programs are offered full day, part day, or both. (Education Code 8973, 37202, 46111, 46115, 46117, 48003)

TRANSITIONAL KINDERGARTEN (continued)

(cf. 5148.2 - Before/After School Programs)
(cf. 6111 - School Calendar)
(cf. 6112 - School Day)

The Superintendent or designee shall develop a plan for how all children in the attendance area of the district will have access to full-day learning programs the year before kindergarten that meet the needs of parents/guardians, including through partnerships with the district's expanded learning offerings, the After School Education and Safety Program, the California State Preschool Program (CSPP), Head Start programs, and other community-based early learning and care programs. The Superintendent or designee shall present such plan for consideration by the Board at a public meeting on or before June 30, 2022. (Education Code 8281.5)

TK students may be placed in the same classrooms as kindergarten students when necessary, provided that the instructional program is differentiated to meet student needs.

TK students may be commingled in the same classroom with four-year-old students from a CSPP program as long as the commingled program meets all of the requirements of each program as well as the following requirements: (Education Code 8207, 48000):

1. The classroom does not include students enrolled in TK for a second year or students enrolled in a regular kindergarten

2. An early childhood environment rating scale, as specified in 5 CCR 18281, is completed for the classroom

3. All children enrolled for 10 or more hours per week are evaluated using the Desired Results Developmental Profile, as specified in 5 CCR 18272

4. The classroom is taught by a teacher that holds a credential issued by the Commission on Teacher Credentialing in accordance with Education Code 44065 and 44256

5. The classroom is in compliance with the adult-child ratio specified in Education Code 8241

6. Contractors of the district report the services, revenues, and expenditures for children in the preschool program in accordance with 5 CCR 18068 except for contractors of the TK program

(cf. 5148.3 - Preschool/Early Childhood Education)

The district shall maintain an average TK class enrollment of not more than 24 students for each school site. (Education Code 48000)

TRANSITIONAL KINDERGARTEN (continued)

Staffing

The Superintendent or designee shall ensure that teachers assigned to teach in TK classes possess a teaching credential or permit from the Commission on Teacher Credentialing (CTC) that authorizes such instruction.

(cf. 4112.2 - Certification)

A credentialed teacher who is first assigned to a TK class after July 1, 2015, shall, by August 1, 2023, have at least 24 units in early childhood education and/or child development, comparable professional experience in a preschool setting, and/or a child development teacher permit issued by CTC. (Education Code 48000)

The Superintendent or designee may provide professional development as needed to ensure that TK teachers are knowledgeable about the standards and effective instructional methods for teaching young children, including, but not limited to, developing competencies in serving inclusive classrooms and dual language learners.

The district shall, commencing with the 2022-23 school year, maintain an average of at least one adult for every 12 students for TK classrooms and, contingent upon an appropriation of funding, maintain an average of at least one adult for every 10 students commencing with the 2023-24 school year. (Education Code 48000)

(cf. 4131 - Staff Development)

Continuation to Kindergarten

Students who complete the TK program shall be eligible to continue in kindergarten the following school year. Parents/guardians of such students shall not be required to submit a signed Kindergarten Continuance Form for kindergarten attendance.

However, whenever children who would otherwise be age-eligible for kindergarten are enrolled in TK, the Superintendent or designee shall obtain a Kindergarten Continuance Form signed by the parent/guardian near the end of the TK year consenting to the child's enrollment in kindergarten the following year.

A student shall not attend more than two years in a combination of TK and kindergarten. (Education Code 46300)

(cf. 5123 - Promotion/Acceleration/Retention)

TRANSITIONAL KINDERGARTEN (continued)

Assessment

The Superintendent or designee may develop or identify appropriate formal and/or informal assessments of TK students' development and progress. The Superintendent or designee shall monitor and regularly report to the Board regarding program implementation, the progress of students in meeting related academic standards, and student preparedness for future education.

(cf. 0500 - Accountability)
(cf. 6162.5 - Student Assessment)

Legal Reference:

EDUCATION CODE
8207 California State Preschool Program administration
8241 Staffing ratios for center-based programs
8281.5 California Prekindergarten Planning and Implementation Grant Program
8970-8974 Early primary programs; extended-day kindergarten
17375 Establishment of California Preschool, Transitional Kindergarten, and Full-Day Kindergarten Facilities Grant Program
37202 School calendar; equivalency of instructional minutes
44065 Issuance of and functions requiring credentials
44256 Authorization for teaching credentials
44258.9 Assignment monitoring by county superintendent of schools
46111 Kindergarten, hours of attendance
46114-46119 Minimum school day, kindergarten
46120 Expanded Learning Opportunities Program
46300 Computation of ADA, inclusion of kindergarten and transitional kindergarten
48000 Age of admission, kindergarten and transitional kindergarten
48002 Evidence of minimum age required to enter kindergarten or first grade
48003 Kindergarten annual report
48011 Admission on completing kindergarten
48200 Compulsory education, starting at age six
CODE OF REGULATIONS, TITLE 5
18000-18434 Child care and development programs, especially:
18068 Attendance and expenditure reports
18272 Developmental profile
18281 Environment rating scales

Management Resources: (see next page)

TRANSITIONAL KINDERGARTEN (continued)

Management Resources:

CSBA PUBLICATIONS
What Boards of Education Can Do About Kindergarten Readiness, Governance Brief, May 2016
CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Transitional Kindergarten FAQs
Desired Results Developmental Profile: A Developmental Continuum from Early Infancy up to Kindergarten Entry, 2015
Transitional Kindergarten Implementation Guide: A Resource for California Public School District Administrators and Teachers, 2013
California Preschool Curriculum Framework, Vol. 3, 2013
California Preschool Learning Foundations, Vol. 3, 2012
California Preschool Curriculum Framework, Vol. 2, 2011
California Preschool Learning Foundations, Vol. 2, 2010
California Preschool Curriculum Framework, Vol. 1, 2010
California Preschool Learning Foundations, Vol. 1, 2008
WEB SITES
CSBA: http://www.csba.org
California Department of Education: http://www.cde.ca.gov
California Kindergarten Association: https://californiakindergartenassociation.org/
Commission on Teacher Credentialing: http://www.ctc.ca.gov
Transitional Kindergarten California: http://tkcalifornia.org

STUDENT BOARD MEMBERS

In order to enhance communication and collaboration between the Governing Board and the student body and to teach students the importance of civic involvement, the Board supports the participation of high school students in district governance.

Student Board members may, at the Board's discretion, receive elective course credit for service as a student Board member based on the number of equivalent daily instructional minutes for the student Board member's services provided. (Education Code 35012, 35120)

Student Board member(s) shall be entitled to be reimbursed for mileage to the same extent as other members of the Board, but shall not receive monetary compensation for attendance at Board meetings. (Education Code 35012)

(cf. 3350 - Travel Expenses)
(cf. 9250 - Remuneration, Reimbursement and Other Benefits)

A student Board member shall not be liable for any acts of the Board. (Education Code 35012)

(cf. 9323.2 - Actions by the Board)

Petition

High school students may submit a petition to the Board requesting the appointment of at least one student Board member. (Education Code 35012)

To qualify for Board consideration, the petition for student representation shall contain the signatures of at least 500 students or 10 percent of the number of students regularly enrolled in district high schools, whichever is less. (Education Code 35012)

Within 60 days of receiving a student petition, or at the next regularly scheduled Board meeting if no meeting is held within those 60 days, the Board shall order the inclusion of at least one student member on the Board. (Education Code 35012)

Choosing Student Board Members

A student Board member shall be chosen by students enrolled in the district's high schools in accordance with procedures prescribed by the Board. (Education Code 35012)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6145 - Extracurricular and Cocurricular Activities)

The term of student Board member(s) shall be one year, commencing on July 1. However, the Board may adjust the term of a student Board member only if a vacancy occurs or in order to give more students an opportunity to serve on the Board. (Education Code 35012)

STUDENT BOARD MEMBERS (continued)

Role and Responsibilities of Student Board Members

Student Board members shall not be considered members of a legislative body for purposes of the Brown Act. (Education Code 35012)

A student Board member shall not be counted in determining the vote required to carry any measure before the Board or whether a quorum is in attendance at a Board meeting.

Student Board member(s) shall have the right to attend all Board meetings except closed sessions. (Education Code 35012)

(cf. 9321 - Closed Session)

All materials presented to Board members, except those related to closed sessions, shall be presented to student Board members at the same time they are presented to other Board members. Student Board member(s) shall also be invited to attend staff briefings or be provided with a separate staff briefing within the same timeframe as the briefing of other Board members. In addition, all materials given to Board members by the district between meetings, except for materials that pertain to closed session items, shall be distributed to student Board members. (Education Code 35012)

(cf. 9322 - Agenda/Meeting Materials)

Student Board member(s) shall be recognized at Board meetings as full member(s), shall be seated with other members of the Board, and shall be allowed to participate in questioning witnesses and discussing issues. (Education Code 35012)

Student Board member(s) shall be allowed to cast preferential votes on all matters except those subject to closed session discussion. *Preferential voting* means a formal expression of opinion that is recorded in the minutes and cast before the official vote of the Board. Preferential votes shall not affect the final numerical outcome of a vote. (Education Code 35012)

(cf. 9324 - Minutes and Recordings)

Student Board member(s) may make motions that may be acted upon by the Board, except on matters dealing with employer-employee relations pursuant to Government Code 3540-3549.3. (Education Code 35012)

Student Board members shall be appointed to subcommittees of the Board in the same manner as other Board members, and shall be made aware of the time commitment required to participate in subcommittee meetings and work and of the right to decline an appointment.

STUDENT BOARD MEMBERS (continued)

The availability of all subcommittee members, including the availability of student Board members, may be considered when scheduling subcommittee meetings. (Education Code 35012)

(*cf. 9130 - Board Committees)*

Student Board members shall be invited to attend functions of the Board, such as forums, meetings with students and parents/guardians, and other general assemblies. (Education Code 35012)

Student Board Member Training

The Superintendent or designee may, at district expense, provide learning opportunities to student Board members through trainings, workshops, and conferences, such as those offered by the California School Boards Association and other organizations, to enhance their knowledge, understanding, and performance of leadership skills and their Board responsibilities.

(cf. 9240 - Board Training)

The Superintendent or designee may periodically provide information to student Board member candidates to give them an understanding of the position. Once chosen or appointed, incoming student Board members shall be provided an orientation designed to build knowledge of the district and an understanding of the responsibilities and expectations of the position.
(cf. 9230 - Orientation)

Alternate Student Board Member

If the Board determines that the student Board member's duties are not being fulfilled, the Board may appoint another student to serve out the term of the student Board member. If an alternate student Board member is appointed, the Board shall suspend the prior student Board member's rights and privileges related to service on the Board. (Education Code 35012)

Elimination of Student Board Member Position

Once established, the student Board member position shall continue to exist until the Board, by majority vote of all voting Board members, approves a motion to eliminate the position. Such a motion shall be listed as a public agenda item for a Board meeting prior to the motion being voted upon. (Education Code 35012)

Legal Reference: (see next page)

STUDENT BOARD MEMBERS (continued)

Legal Reference:

EDUCATION CODE
33000.5 Appointment of student member to State Board of Education
35012 Board members; number, election and terms; student members
35120 Course credit for student board members
35160 Authority of governing boards
GOVERNMENT CODE
3540-3549.3 Educational Employment Relations Act
54950-54964 Ralph M. Brown Act

Management Resources:

WEB SITES
CSBA: http://www.csba.org
California Association of Student Councils: http://www.casc.net
California Association of Student Leaders: http://www.caslboard.com

MEETINGS AND NOTICES

Meetings of the Governing Board are conducted for the purpose of accomplishing district business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

(cf. 9321 - Closed Session)
(cf. 9322 - Agenda/Meeting Materials)
(cf. 9323 - Meeting Conduct)

A Board meeting exists whenever a majority of Board members gather at the same time and location, including teleconference location as permitted by Government Code 54953, to hear, discuss, deliberate, or take action upon any item within the subject matter jurisdiction of the Board or district. (Government Code 54952.2)

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, including social media and other electronic communications, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. (Government Code 54952.2)

However, an employee or district official may engage in separate conversations or communications with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members. (Government Code 54952.2)

(cf. 9012 - Board Member Electronic Communications)

In order to help ensure the participation of individuals with disabilities at Board meetings, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. (Government Code 54953.2, 54954.1, 54954.2)

Regular Meetings

The Board shall hold two regular meeting(s) each month. Regular meetings shall be held at 6:00 p.m. (Closed Session) and 7:00 p.m. (Open Session) on the first and third Thursdays at the Burbank City Hall (unless otherwise noted).

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the district's web site. (Government Code 54954.2)

(cf. 1113 - District and School Web Sites)

MEETINGS AND NOTICES (continued)

Whenever agenda materials relating to an open session of a regular meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent or designee shall make the materials available for public inspection at a public office or location designated for that purpose at the time the materials are distributed to all or a majority of the Board. (Government Code 54957.5)

(cf. 1340 - Access to District Records)

Special Meetings

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members. However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the Superintendent, assistant superintendent, or other management employee as described in Government Code 3511.1. (Government Code 54956)

(cf. 2121 - Superintendent's Contract)

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice also shall be posted on the district's web site. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and location of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Education Code 35144; Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

Emergency Meetings

In the case of an *emergency situation* for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

An *emergency situation* means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board

(cf. 4141.6/4241.6 - Concerted Action/Work Stoppage)

2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time notification is given to the other members of the Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

The Board may adjourn/continue any regular or special meeting to a later time and location that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and place and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The Board may also convene a retreat or discussion meeting to discuss Board roles and relationships.

(cf. 2000 - Concepts and Roles)
(cf. 2111 - Superintendent Governance Standards)
(cf. 9000 - Role of the Board)
(cf. 9005 - Governance Standards)
(cf. 9400 - Board Self-Evaluation)

Public notice shall be given in accordance with law when a quorum of the Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within district boundaries. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members

2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern

3. An open and noticed meeting of another body of the district

4. An open and noticed meeting of a legislative body of another local agency

5. A purely social or ceremonial occasion

6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers

(cf. 9130 - Board Committees)

Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135. In addition, meetings shall not be held in a facility which is inaccessible to individuals with disabilities or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

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

Meetings shall be held within district boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party

2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property

3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law

4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district

5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction

6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility

7. Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs

8. Attend conferences on nonadversarial collective bargaining techniques

9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district

10. Interview a potential employee from another district

Meetings exempted from the boundary requirements, as specified in items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a location designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

Teleconferencing

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries. (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. (Government Code 54953)

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location. (Government Code 54953)

Teleconferencing During a Proclaimed State of Emergency

The Board may conduct Board meetings by teleconference without posting agendas at all teleconference locations, identifying teleconference locations in meeting notices and agendas, allowing public access to each teleconference location, providing an opportunity for

members of the public to address the Board directly at each teleconference location, and ensuring that at least a quorum of the Board participate from locations within district boundaries, during a proclaimed state of emergency pursuant to Government Code 8625-8629 in any of the following circumstances: (Government Code 54953)

1. State or local officials have imposed or recommended measures to promote social distancing

2. For the purpose of determining, by majority vote, whether as the result of the emergency meeting in person would present imminent risks to the health or safety of attendees

3. When it has been determined, by majority vote as described in Item #2 above, that as a result of the emergency meeting in person would present imminent risks to the health or safety of attendees

To conduct a teleconference meeting for these purposes the following requirements shall be satisfied: (Government Code 54953)

1. The notice and agenda shall be given and posted as otherwise required by the Brown Act

2. The notice and agenda of the meeting shall specify the means by which members of the public may access the meeting and offer public comments, including via a call-in or internet-based service option

   Members of the public may be required to register to log in to a meeting when making public comments through an internet web site or other online platform that is operated by a third-party and not under the control of the Board.

3. Members of the public shall be allowed to access the meeting, and the agenda shall provide an opportunity for members of the public to address the Board directly pursuant to Government Code 54954.3

4. Members of the public shall not be required to submit public comments in advance of a Board meeting and shall be provided an opportunity to address the Board and offer comments in real time

5. Public comment periods shall not be closed until the timed public comment period, if such is offered by the Board, has elapsed or, if not timed, until a reasonable amount of time per agenda item has been allowed

6. If during a Board meeting a disruption occurs which prevents the district from broadcasting the meeting to members of the public or for members of the public to offer public comments, the Board shall take no further action on any agenda item until public access via the call-in or internet-based service option to the meeting is restored

(cf. 9323.2 - Actions by the Board)

The district may, in its discretion, provide a physical location from which the public may attend or comment. (Government Code 54953)

The Board may continue to conduct meetings by teleconference, as specified above for teleconferencing during proclaimed states of emergency, by a majority vote finding within 30 days after teleconferencing for the first time, and every 30 days thereafter, that either: (Government Code 54953)

1. The state of emergency continues to directly impact the ability of the Board to meet safely in person

2. State or local officials continue to impose or recommend measures to promote social distancing

Legal Reference: (see next page)

Legal Reference:

EDUCATION CODE
35140 Time and place of meetings
35143 Annual organizational meeting, date, and notice
35144 Special meeting
35145 Public meetings
35145.5 Agenda; public participation; regulations
35146 Closed sessions in connection with a student
35147 Open meeting law exceptions and applications
GOVERNMENT CODE
3511.1 Local agency executives
6252-6270 California Public Records Act
8625-8629 California Emergency Services Act
11135 State programs and activities; prohibition of discrimination
54950-54963 The Ralph M. Brown Act, especially:
54953 Meetings to be open and public; attendance; teleconference
54954 Time and place of regular meetings
54954.2 Agenda posting requirements, board actions
54956 Special meetings; call; notice
54956.5 Emergency meetings
UNITED STATES CODE, TITLE 42
12101-12213 Americans with Disabilities Act
CODE OF FEDERAL REGULATIONS, TITLE 28
35.160 Effective communications for individuals with disabilities
36.303 Auxiliary aids and services for individuals with disabilities
COURT DECISIONS
Garnier v. Poway Unified School District (S.D. Cal. September 26, 2019) No. 17-cv-2215-W (JLB), 2019 WL 4736208
Knight First Amendment Institute at Columbia University v. Trump (2019) 928 F.3d 226
Wolfe v. City of Fremont (2006) 144 Cal.App. 4th 533
ATTORNEY GENERAL OPINIONS
88 Ops.Cal.Atty.Gen. 218 (2005)
84 Ops.Cal.Atty.Gen. 181 (2001)
84 Ops.Cal.Atty.Gen. 30 (2001)
79 Ops.Cal.Atty.Gen. 69 (1996)
78 Ops.Cal.Atty.Gen. 327 (1995)

Management Resources continued: (see next page)

Management Resources:

CSBA PUBLICATIONS
The Brown Act: School Boards and Open Meeting Laws, rev. 2019
INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS
The ABCs of Open Government Laws
LEAGUE OF CALIFORNIA CITIES PUBLICATIONS
Open and Public V: A Guide to the Ralph M. Brown Act, 2016
WEB SITES
CSBA: http://www.csba.org
CSBA, GAMUT Meetings:
http://www.csba.org/ProductsAndServices/AllServices/GamutMeetingsPolicy
California Attorney General's Office: http://oag.ca.gov/home
Institute for Local Government: http://www.ca-ilg.org
League of California Cities: http://www.cacities.org

Burbank Unified School District
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Ruthie DiFonzo, Senior Administrative Assistant
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	March 17, 2022
SUBJECT:	Acceptance of the 2020-2021 Annual Financial Report and the Financial and Performance Audits of the Proposition 39 General Obligation Bonds Building Fund Measure S Program

Background:

Annually the District must employ an independent auditing firm to perform an audit of the District's finances in accordance with the audit guide published by the state Department of Finance. The District employs the auditing firm on behalf of the State, and their work product is submitted directly to the Los Angeles County Office of Education to be forwarded to the State at the same time that District staff receive the final copy. Once the State indicates to the District in writing that it has accepted the audit as compliant with its guidelines, the District may release final payment to the audit firm. The annual District audit is to be completed and published by mid-December.

Discussion/Issues:

The firm of CliftonLarsonAllen (CLA) have performed the District's annual audit for the past several years. A principal of that firm will be present at the Board meeting to give the Board and public an overview of the audit and to answer any questions the Board may have.

Additionally, CLA conducted a financial and performance audit of the Proposition 39 General Obligation Bonds Building Fund Measure S program and will present an overview of this audit to the Board.

Financial Impact:

None.

Recommendations:

Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education accept the 2020-2021 Annual Financial Report and the Financial and Performance Audits of the Proposition 39 General Obligation Bonds Building Fund Measure S program, as presented.

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Board of Education
Burbank Unified School District
Burbank, California

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Burbank Unified School District (the District) as of and for the year ended June 30, 2021, and have issued our report thereon dated February 25, 2022. We have previously communicated to you information about our responsibilities under auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

Significant audit findings

Qualitative aspects of accounting practices

Accounting policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements.

During the fiscal year ended June 30, 2021, the District adopted the provisions of the Governmental Accounting Standards Board (GASB) Statement No. 84, *Fiduciary Activities* as described in Note 17 to the financial statements.

No other new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2021.

We noted no transactions entered into by the entity during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- Accruals associated with the Local Control Funding Formula are estimated based on the difference between the total target funding calculated less, actual apportionment receipts and local property tax revenue.
- The liabilities and related deferrals associated with other post-employment benefits and pension benefits are based on actuarial analysis of benefits earned.
- The depreciation rate on capital assets is based on management's estimate of the useful lives of those assets.

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We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Financial statement disclosures

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

- The disclosure of post-employment healthcare benefits, as described in Note 12, and the disclosure of employee retirement plans, as described in Note 13, are considered significant because they utilize actuarially-determined data.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties encountered in performing the audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Uncorrected misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule(Attachment A) summarizes uncorrected of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements as a whole.

Corrected misstatements

The attached schedule (Attachment B) summarizes material misstatements detected as a result of audit procedures that were corrected by management.

Disagreements with management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. No such disagreements arose during our audit.

Management representations

We have requested certain representations from management that are included in the management representation letter dated February 25, 2022.

Management consultations with other independent accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the entity's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Significant issues discussed with management prior to engagement

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to engagement as the entity's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our engagement.

Other audit findings or issues

We have communicated internal control related matters identified during the audit on page 102 of the District's audit report.

Other information in documents containing audited financial statements

With respect to the required supplementary information (RSI) accompanying the financial statements, we made certain inquiries of management about the methods of preparing the RSI, including whether the RSI has been measured and presented in accordance with prescribed guidelines, whether the methods of measurement and preparation have been changed from the prior period and the reasons for any such changes, and whether there were any significant assumptions or interpretations underlying the measurement or presentation of the RSI. We compared the RSI for consistency with management's responses to the foregoing inquiries, the basic financial statements, and other knowledge obtained during the audit of the basic financial statements. Because these limited procedures do not provide sufficient evidence, we did not express an opinion or provide any assurance on the RSI.

With respect to the schedule of expenditures of federal awards (SEFA) accompanying the financial statements, on which we were engaged to report in relation to the financial statements as a whole, we made certain inquiries of management and evaluated the form, content, and methods of preparing the SEFA to determine that the SEFA complies with the requirements of the Uniform Guidance, the method of preparing it has not changed from the prior period or the reasons for such changes, and the SEFA is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the SEFA to the underlying accounting records used to prepare the financial statements or to the financial statements themselves. We have issued our report thereon dated February 25, 2022.

With respect to the supplementary information required by the California Department of Education and the combining non-major fund financial statements (collectively, the supplementary information) accompanying the financial statements, on which we were engaged to report in relation to the financial statements as a whole, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period or the reasons for such changes, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves. We have issued our report thereon dated February 25, 2022.

We were not engaged to report on the History and Organization, Schedule of Financial Trends and Analysis, or the Schedule of Charter Schools, which accompanies the financial statements which is not RSI. We did not audit or perform other procedures on this information, and we do not express an opinion or provide any assurance on it.

Our auditors' opinion, the audited financial statements, and the notes to financial statements should only be used in their entirety. Inclusion of the audited financial statements in a document you prepare, such as an annual report, should be done only with our prior approval and review of the document.

* * *

This communication is intended solely for the information and use of the Board of Education and management of the Burbank Unified School District and is not intended to be, and should not be, used by anyone other than these specified parties.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Glendora, California
February 25, 2022

Attachment A

General Fund:		Debit	Credit	Effect on Fund Balance/Net Position
Proposed Journal Entries JE # 1				
To record site and associated student body bank accounts not reported in the general ledger.				
0109120	Cash in Bank	$ 364,476	$	$
0108699	All Other Local Revenues		364,476	
Total		$ 364,476	$ 364,476	$ 364,476
Child Development Fund:				
Proposed Journal Entries JE #2				
To restate the beginning fund balance for child development earnings associated with the prior fiscal year.				
1208590	Other State Revenues	$ 109,037	$	$
1209200	Accounts Receivable	13,023		
1209791	Beginning Fund Balance		122,060	
Total		$ 122,060	$ 122,060	$ 13,023
Government-wide:				
Proposed Journal Entries JE # 3				
To record E-Rate project assets.				
	Capital Equipment	$ 196,032	$	$
	Facilities Acquisition and Construction		196,032	
Total		$ 196,032	$ 196,032	$ 196,032
	Total Effect on Net Position			$ 573,531

Attachment B

	Debit	Credit	Effect on Fund Balance/Net Position
General Fund:			
Adjusting Journal Entries JE # 1			
To correct the LCFF accrual.			
0108019 Rev Lmt State Aid-Prior Yr	$ 291,375	$	$
0109200 Accounts Receivable	2,465,749		
0108011 Rev Limit State Aid-CYr		2,757,124	
Total	$ 2,757,124	$ 2,757,124	$ 2,757,124
Child Development Fund:			
Adjusting Journal Entries JE # 2			
To correct Child Development fees over-accrued.			
1208673 Child Development Parent Fees	$ 626,915	$	$
1209610 Due to Other Funds		626,915	
Total	$ 626,915	$ 626,915	$ (626,915)
Total Effect on Net Position			$ 2,130,209

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY

FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION

YEAR ENDED JUNE 30, 2021



WEALTH ADVISORY | OUTSOURCING
AUDIT, TAX, AND CONSULTING

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BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
TABLE OF CONTENTS
YEAR ENDED JUNE 30, 2021

INDEPENDENT AUDITORS' REPORT	1
MANAGEMENT'S DISCUSSION AND ANALYSIS	4
BASIC FINANCIAL STATEMENTS	
GOVERNMENT-WIDE FINANCIAL STATEMENTS	
STATEMENT OF NET POSITION	18
STATEMENT OF ACTIVITIES	19
FUND FINANCIAL STATEMENTS	
BALANCE SHEET – GOVERNMENTAL FUNDS	20
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET POSITION	21
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES – GOVERNMENTAL FUNDS	22
RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES	23
STATEMENT OF FUND NET POSITION – PROPRIETARY FUND	24
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION – PROPRIETARY FUND	25
STATEMENT OF CASH FLOWS – PROPRIETARY FUND	26
STATEMENT OF FIDUCIARY NET POSITION	27
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION	28
NOTES TO BASIC FINANCIAL STATEMENTS	29
REQUIRED SUPPLEMENTARY INFORMATION	
SCHEDULE OF BUDGETARY COMPARISON FOR THE GENERAL FUND	69
SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY	70

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
TABLE OF CONTENTS
YEAR ENDED JUNE 30, 2021

SCHEDULE OF DISTRICT CONTRIBUTIONS	71
SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY AND RELATED RATIOS	72
SCHEDULE OF POSTEMPLOYMENT HEALTHCARE BENEFITS EMPLOYER CONTRIBUTIONS	73
SCHEDULE OF POSTEMPLOYMENT HEALTHCARE BENEFITS MONEY-WEIGHTED RATE OF RETURN ON PLAN ASSETS	74
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION	75
SUPPLEMENTARY INFORMATION	
HISTORY AND ORGANIZATION	79
SCHEDULE OF INSTRUCTIONAL TIME	80
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS	81
SCHEDULE OF FINANCIAL TRENDS AND ANALYSIS	83
SCHEDULE OF CHARTER SCHOOLS	84
RECONCILIATION OF THE ANNUAL FINANCIAL AND BUDGET REPORT WITH THE AUDITED FINANCIAL STATEMENTS	85
NOTES TO SUPPLEMENTARY INFORMATION	86
OPTIONAL SUPPLEMENTARY INFORMATION	
COMBINING STATEMENTS – NONMAJOR GOVERNMENTAL FUNDS	
COMBINING BALANCE SHEET	89
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE	90
NOTES TO OPTIONAL SUPPLEMENTARY INFORMATION	91

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
TABLE OF CONTENTS
YEAR ENDED JUNE 30, 2021

OTHER INDEPENDENT AUDITORS' REPORTS

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS* 93

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM, AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE 95

INDEPENDENT AUDITORS' REPORT ON STATE COMPLIANCE 97

FINDINGS AND QUESTIONED COSTS

SCHEDULES OF FINDINGS AND QUESTIONED COSTS 101

SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS 104

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INDEPENDENT AUDITORS' REPORT

Board of Education
Burbank Unified School District
Burbank, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Burbank Unified School District (the District) as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

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Opinions

In our opinion, the financial statements referred to in the aforementioned table of contents present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the District as of June 30, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 17 to the financial statements, during fiscal year ended June 30, 2021, the District adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 84 *Fiduciary Activities*. As a result of the implementation of this standard, the District reported a restatement for the change in accounting principle. Our auditors' opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of the District's proportionate share of the net pension liability, schedule of District pension contributions, schedule of changes in the net OPEB liability and related ratios, schedule of postemployment healthcare benefits employer contributions, and schedule of postemployment healthcare benefits money-weighted rate of return on plan assets be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The schedule of expenditures of federal awards, as required by *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards*, the other supplementary schedules, and the combining nonmajor fund financial statements as listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The schedule of instructional time, schedule of expenditures of federal awards, reconciliation of the annual financial and budget report with the audited financial statements, the notes to the supplementary Information, and the combining nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, this information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The history and organization, schedule of financial trends and analysis, and schedule of charter schools have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 25, 2022 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Glendora, California
February 25, 2022

INTRODUCTION

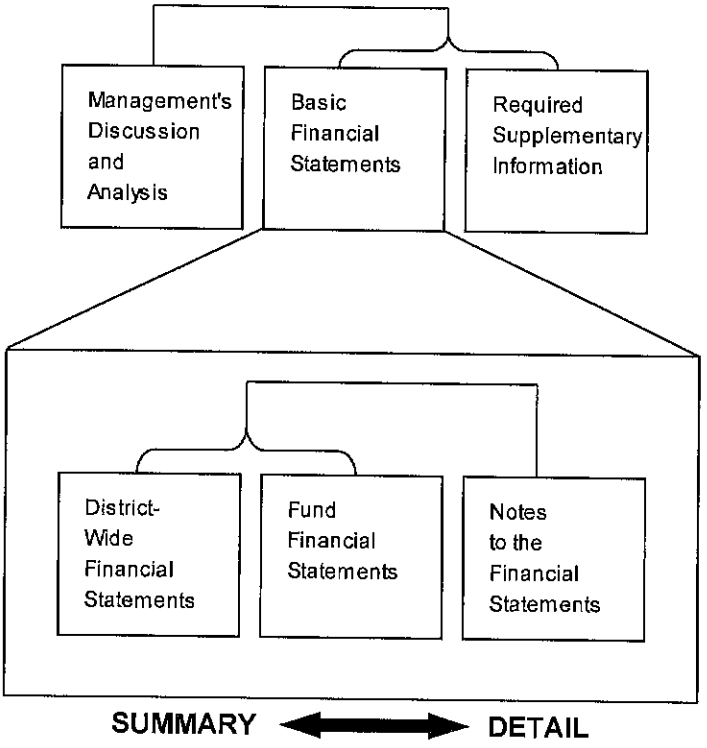
The purpose of this section of the audit report is to allow management to include for the sake of users' additional insights into the operations and trends of the school district in order to make these reports more meaningful. Users should also review the notes to the basic financial statements and the fund financial statements to enhance their understanding of the District's financial performance during the 2020-2021 fiscal year.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of three parts:

(1) Management's Discussion and Analysis (this section)
(2) The basic financial statements
(3) The required supplementary information

Organization of the Burbank Unified Annual Financial Report



OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

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

The basic financial statements include two kinds of statements that present different views of the District:

- The first two statements are *government-wide financial statements* that provide both *short-term and long-term* information about the District's overall financial status.

- The remaining statements are *fund financial statements* that focus on individual parts of the District and report the District's operations in more detail.

The financial statements also include *notes* that explain some of the statements and provide more detailed data. The statements are followed by a section of *required supplementary information* that further explains and supports the financial statements with comparison of the District's budget for the year.

Government-Wide Statements

The government-wide statements report information about the District as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Position includes *all* of the District's assets, deferred outflows, liabilities, and deferred inflows. All of the current year's revenues and expenses are accounted for in the Statement of Activities regardless of when cash is received or paid.

The two government-wide statements report the District's *net position* and how they have changed. Net position – the difference between the District's assets plus deferred outflows minus liabilities and deferred inflows – is one way to measure the District's financial health or *position*.

- Over time, increases or decreases in the District's net position are an indicator of whether its financial position is improving or deteriorating, respectively.

- To assess the overall health of the District one should consider additional nonfinancial factors such as changes in the district property tax base and the condition of school buildings and other facilities.

- GASB Statement No. 68 requires government entities to report their net pension liability in the accrual based financial statements beginning fiscal year 2014-15. This is a change in accounting principle designed to improve accounting and financial reporting and create additional transparency. The amount each entity is required to contribute is based on the difference between the actuarially determined rate and the contribution rate of employees. These studies were performed and provided by PERS and STRS.

Government-Wide Statements (Continued)

In the government-wide financial statements the District's activities are reported as follows:

- *Governmental activities*—All of the District's basic services are included here, such as regular and Special Education, Transportation, and Administration. Property Taxes and State Aid combined (local control funding formula) finance most of these activities. Other funds in the District include Child Development, which are also considered governmental activities. The District now accounts for the operation of its cafeterias within a special revenue fund.

Fund Financial Statements

The fund financial statements provide more detailed information about the District's most significant *funds*—not the District as a whole. Funds are accounting devices the District uses to keep track of specific sources of funding and spending on particular programs. While some funds are required by state law and by bond covenants, the majority of the District's activities are accounted for in the General Fund. The District establishes other funds to control and manage money for particular purposes such as repaying its long-term debt.

The District has three kinds of funds:

- *Governmental funds*—Most of the District's basic services are included in governmental funds, which generally focus on (1) how *cash and other financial assets* that can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. It should be noted that a school district of Burbank's size is required to maintain a 3% reserve for economic uncertainties within the ending fund balance of its general fund. This reserve is calculated by multiplying 3% by total expenditures and other outgo of the general fund. However, Burbank Unified School District believes that a 6% reserve for economic uncertainties is more appropriate. The governmental funds statements provide a detailed *short-term* view that helps the reader to determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. Because this information does not encompass the additional long-term focus of the district-wide statements, we provide additional information in a reconciliation of the governmental funds statements that explains the relationship (or differences) between them.

- *Proprietary funds* – Enterprise/Internal Service Funds are considered business-type activities and are reported under a full accrual method. This is the same basis as business-type activities; therefore, no reconciling entries are required. The District has one Internal Service Fund, the Retirees Benefits Fund, used to account for payment of current year healthcare costs.

- *Fiduciary funds*—The District is the trustee, or *fiduciary*, for assets that belong to others, such as the Retiree Benefits Trust Fund. The District is responsible for ensuring that the assets reported in these funds are used only for their intended purposes and by those to whom the assets belong. All of the District's fiduciary activities are reported in a separate statement of fiduciary net position and a statement of changes in fiduciary net position. We exclude these activities from the district-wide financial statements because the District cannot use these assets to finance its operations.

FINANCIAL HIGHLIGHTS – Government-Wide Statements

Table 1
Year-to-Year Comparison of Net Position (Millions)

Summary of Statement of Net Position	Governmental Activities 2020	Governmental Activities 2021	Total Change
Assets			
Noncapital Assets	$ 66.5	$ 121.7	$ 55.2
Capital Assets	277.5	266.7	(10.8)
Total Assets	344.0	388.4	44.4
Deferred Outflows of Resources			
Deferred Loss on Refunding	-	6.7	6.7
Deferred Outflows of Resources - OPEB	24.9	21.7	(3.2)
Deferred Outflows of Resources - Pensions	47.7	42.4	(5.3)
Total Deferred Outflows of Resources	72.6	70.8	(1.8)
Liabilities			
Current Liabilities	23.7	63.8	40.1
Long-Term Liabilities	446.0	464.6	18.6
Total Liabilities	469.7	528.4	58.7
Deferred Inflows of Resources			
Deferred Inflows of Resources - OPEB	4.6	3.9	(0.7)
Deferred Inflows of Resources - Pensions	11.7	7.5	(4.2)
Total Deferred Inflows of Resources	16.3	11.4	(4.9)
Net Position			
Net Investment in Capital Assets*	136.9	122.8	(14.1)
Net Position Legally Restricted	31.8	39.1	7.3
Net Position Unrestricted	(238.1)	(242.5)	(4.4)
Total Net Position	$ (69.4)	$ (80.6)	$ (11.2)

* 2020 accreted interest was reclassified from net investment in capital assets to unrestricted

The net position for the governmental activities decreased by approximately $11.2 million over the prior year.

- Capital assets decreased due to the net effect of capital expenditures less depreciation.
- Long-term liabilities and associated deferred outflows and inflows increased primarily due to actuarially determined pension and retiree healthcare benefit liabilities.

FINANCIAL HIGHLIGHTS – Government-Wide Statements(Continued)

Table 2

Year-to-Year Comparison of Change in Net Position (Millions)

Summary of Statement of Activities	Governmental Activities		Total Change
	2020	2021	
General Revenue:			
Property Taxes - General Purposes	$ 53.0	$ 58.4	$ 5.4
Property Taxes - Debt Service	13.0	14.2	1.2
Property Taxes - Other Specific Purposes	1.4	1.7	0.3
Federal/State Aid	90.9	82.9	(8.0)
Interest/Investment Earnings	1.3	1.1	(0.2)
Miscellaneous	0.5	0.1	(0.4)
Total General Revenues	160.1	158.4	(1.7)
Net Expenditures after Program Revenues for:			
Instruction and Instruction-Related Services	115.0	111.0	(4.0)
Pupil Services	12.1	9.6	(2.5)
General Administration	11.6	12.0	0.4
Plant Services	15.0	13.4	(1.6)
Ancillary, Community, and Enterprise	1.1	0.9	(0.2)
Other Outgo	1.2	1.4	0.2
Debt Service	8.6	9.7	1.1
Depreciation (Unallocated)	10.9	13.5	2.6
Total Expenditures	175.5	171.5	(4.0)
Change in Net Position	(15.4)	(13.1)	2.3
Net Position, Beginning of Year as Originally Stated	(54.0)	(69.4)	(15.4)
Adjustment for Cumulative Effect of Change In Accounting Principal (Note 17)	-	1.9	1.9
Net Position, End of Year	$ (69.4)	$ (80.6)	$ (11.2)

Of the $171.5 million in 2021 net expenditures, direct services to students represent 70.32% of the total. Plant services represent 7.81% of total expenditures. Depreciation expense represents 7.9% and general administration and interest on debt service represent about 7% and 5.65%, respectively.

Statement of Revenues, Expenditures and Changes in Fund Balance – Governmental Funds

- Total revenues were approximately $215.6 million, up approximately $8.8 million from the prior year. General Fund revenues were approximately $189.9 million, up $10.7 million from the prior year. The General Fund represents 88% of total revenues. Student enrollment at Burbank Unified decreased in 2020-21, and the state continues to fund on the best of the prior or current year. Inter-district transfers continue to help stabilize enrollment fluctuation. Burbank Unified continues to accept inter-district enrollment transfers from neighboring districts when the parent of the student(s) works within the city's boundaries. The District has an excellent reputation academically, and in 2020-21, approximately 1,312 transfers were accepted for students who would otherwise be educated in other school districts.

- Total expenditures were approximately $201.5 million, down $0.8 million from the prior year. General Fund expenditures were approximately $174.4 million, an increase over the prior year of approximately $0.2 million. The General Fund represented 86.5% of total expenditures. The Board of Education will continue to monitor expenditures due to declining enrollment.

- General Fund revenue for the year was $189.9 million with expenses of $174.3 million. Along with an interfund transfer out of $1.08 million, this resulted in an increase to the ending fund balance of $14.4 million.

FINANCIAL HIGHLIGHTS – GENERAL FUND BUDGET AND ACTUAL EXPENDITURES

The following items reflect significant variations between original and final budget amounts, and between final budget amounts and actual results for the general fund:

- Local Control Funding formula (LCFF):
  - Actual State Revenues higher than the Original Budget by $7.3 million. At Budget Adoption, the May Revise budget projected a COLA of -7.92%. Once the State Budget was adopted, the projected -7.92% COLA was changed to 0% which increased State Revenues.

- Federal Revenue Sources:
  - Actual Revenues were higher than the Original Budget by $8.7 million. This was due to COVID-19 relief funding.

- Other State Revenue Sources:
  - Actual Revenues exceeded the Original Budget by $16.2 million. This is due to the recording of the STRS on-behalf payments as well as state COVID-19 relief funding.

- Other Local Revenue Sources:
  - Actual Revenues were higher than the Original Budget by $0.7 million. The balance represents higher than anticipated receipt of local gifts, grants, and donations.

FINANCIAL HIGHLIGHTS – GENERAL FUND BUDGET AND ACTUAL EXPENDITURES (CONTINUED)

- Certificated Salaries:
  - Actual Expenditures were higher than the Original Budget by $1.8 million primarily due to a one-time stipend given to Certificated Staff in order to safely re-open schools due to COVID-19.

- Classified Salaries:
  - Actual Expenditures were higher than Original Budget by $1 million due to extra hourly, sub costs and a one-time stipend given to Classified Staff in order to safely re-open schools due to COVID-19.

- Books and Supplies:
  - Final Budget exceeded the Original Budget by $2.1 million. This is primarily due to purchasing technology, personal protective equipment, and cleaning supplies due to the COVID-19 closure.

- Contracted Services:
  - Actual Expenditures were higher than Original Budget by approximately $1.4 million. This is a result of one-time COVID-19 funding and grant money being spent on Professional Development and Special Education. Contracting with Non-Public Agencies (NPA) was necessary to fill vacant positions that are unfilled yet required for students with Individual Educational Plans.

- Capital Outlay:
  - Actual Expenditures were higher than Original Budget by approximately $60 thousand due to end of year projects.

FINANCIAL HIGHLIGHTS – INDIVIDUAL MAJOR FUNDS

Special Reserve for Capital Outlay

The Special Reserve for Capital Outlay is a fund used for district facilities projects that are not funded through the Capital Facilities Fund, nor from state construction funds. This fund holds dollars that were transferred from the General Fund at the direction of the Board of Education, for specific facility purposes. Its primary source of funding has been state funded projects in prior years that were completed with excess funds available and community redevelopment funds. It also earns interest income, and occasionally can receive revenues from sale of property.

FINANCIAL HIGHLIGHTS – INDIVIDUAL MAJOR FUNDS (CONTINUED)

Special Reserve for Capital Outlay (Continued)

- The Special Reserve for Capital Outlay began 2020-21 with a fund balance of $10.8 million, and ended the year with a fund balance of $12.6 million.

- $1.95 million of this fund balance is held in reserve for future maintenance of the high school athletic fields as per an agreement with the City of Burbank. This reserve is increased by $150,000 annually.

Bond Interest and Redemption Fund

- The Bond Interest and Redemption Fund is used to account for the collection of tax on voter approved general obligation bonded debt. Assessment, collection, and payment of the principal and interest on the general obligation bonds is managed by the County Assessor and County Auditor-Controller as applicable.

FINANCIAL HIGHLIGHTS – INDIVIDUAL NON-MAJOR FUNDS

Student Activity Fund

The Student Activity Fund is used to account for the activity of the District's Associated Student Body organizations which raise and expend money to promote the general welfare, morale, and educational experiences of students. The amounts reported represent the combined totals of all schools within the District that operate Associated Student Body Funds.

- The Student Activity Fund began 2020-21 with a fund balance of $1.9 million, and ended the year with a fund balance of $1.8 million.

Adult Education Fund

The Adult Education Fund exists to record the financial activities of the Burbank Adult Education School. Prior to state legislated Tier III flexibility, the adult education funds were held completely separate from the General Fund. After the state flexibility was legislated in 2008-09, adult education funds were available for use in the General Fund. Burbank Unified has elected to keep the Adult Education Fund as a separate fund and not fold it into the General Fund.

Funding continues to be received directly from the state into the Adult Education Fund based on 2012-13 expenditures, under the direction of LARAEC, Los Angeles Regional Adult Education Consortium.

- The Adult Education Fund began 2020-21 with a fund balance of $3.6 million, and ended the year with a fund balance of $3.2 million.

FINANCIAL HIGHLIGHTS – INDIVIDUAL NON-MAJOR FUNDS (CONTINUED)

Child Development Fund

The Child Development Fund is established for operations of state funded preschool and childcare programs, as well as district-run childcare and after-school programs. The Child Development Fund, and related programs, have experienced large reductions in state funding. The last six years the state funded child development program and preschool program have run at a deficit, which has been large enough to create an overall deficit for the fund. The District is addressing the deficit by increasing rates; however costs are outpacing the rate increase and there will be a study session to determine the next steps needed to yield a positive fund balance.

- The Child Development Fund began 2020-21 with a fund balance of zero and ended the year with a negative ending fund balance of ($489,707). This is due to the ending fund balance being overstated by $626,915. This is a financial statement finding and a corrective action plan has been implemented. Please refer to page 102 of the audit for the District response.

Cafeteria Fund

This is the second year that the Cafeteria fund was unable to maintain running a self-operating program. This is due to the COVID-19 closure of schools. This eliminated additional revenues the Cafeteria Fund traditionally receives from a-la-carte and catering sales while still required to maintain salaries and other expenses. The fund saw a deficit of $381 thousand decreasing their 2019-20 ending fund balance from $549 thousand to $168 thousand dollars.

Deferred Maintenance Fund

The state discontinued providing its contribution in 2013-14 and included it as part of the LCFF allocations. Revenues earned in this fund are a result of interest earnings on the balance carried forward from years past.

- The Deferred Maintenance Fund began 2020-21 with a fund balance of $1 million, and ended the year with a fund balance of $789 thousand.

Building Fund

As a result of a General Obligation bond passing in March 2013 the Building Fund was reopened. Bonding authorization was given to levy a total of $110 million. Expenditure of bond funds occurred in 2020-21 in the amount of $2.2 million. The bond issuance was rated Aa2 by Moody's.

Capital Facilities Fund

The Capital Facilities Fund, also known as the Developer Fee Fund, received revenues from impact fees charged to residents for new residential and commercial construction. Total revenues were $588 thousand for 2020-21. This fund is used to pay for growth-related facilities projects, as needs arise.

- The Capital Facilities Fund began 2020-21 with $1.6 million in fund balance, and ended the year with $2.2 million.

FINANCIAL HIGHLIGHTS – INDIVIDUAL NON-MAJOR FUNDS (CONTINUED)

County School Facilities Fund

County School Facilities Fund: used to account for the construction projects funded by School Facility Program grants award for modernization and new construction of various school sites.

- The County School Facilities Fund began 2020-21 with a fund balance of zero and ended year with $214 dollars.

FINANCIAL HIGHLIGHTS – INTERNAL SERVICE AND TRUST FUNDS

Retiree Benefits Fund – Self Insurance Fund

The Retiree Benefits Self Insurance Fund covers the cost of retiree health benefits annually. The District historically contributed .86% of all salaries into this fund in order to fund the current year expense. However, in order to offer employee compensation by absorbing the employee share of cost, the District continues to cover the cost of Retiree Benefits out of its irrevocable trust. The total net position in this fund at year-end was $181 thousand.

Retiree Benefits Fund – Trust Fund

The Governing Board maintains its own irrevocable trust with Wells Fargo Bank as its Trustee, and has established these funds in a separate Retiree Benefits Fund. This fund was established by the Board of Education to begin to accumulate balances sufficient to meet the obligations defined by GASB Statement No. 74/75 and the District's actuarial study of postretirement benefits.

- The Retiree Benefits Fund (irrevocable trust) began 2020-21 with net position of $5.3 million, and ended the year with net position of $4.1 million. The fund earned $378 thousand net interest and dividends.

OTHER INFORMATION

Over the course of the year, the District revises its annual operating budget several times. The District is required to adopt its budget by June 30th each year, which is often prior to final funding information from the State. After the state budget is adopted, the District is required to analyze the impact of the state budget to the District budget within 45 days of the Governor's signature. Any necessary budget revisions are then made to reflect the impact. The District is also required by law to make two formal presentations each year on its financial condition, projecting both budget and cash flow for the current and two future fiscal years. Budget revisions are made after these presentations to reflect current information. The District makes additional budget revisions throughout the year as information regarding funding and expenditures becomes available. Further information about the budget can be found on page 69.

Debt and Capital Assets:

General Obligation Bond and Related Capital Improvements

The District passed a $110 million General Obligation Bond in March of 2013. Additional modernization projects and facilities projects began in the summer of 2013.

- 2014-15 the District spent $6.9 million for various building programs including modernization, infrastructure improvements, and technology.
- 2015-16 the District spent $29.3 million for lighting, solar, infrastructure improvements, and technology.
- 2016-17 the District spent $33.6 million for lighting, solar, infrastructure improvements, and technology.
- 2017-18 the District spent $21.1 million for infrastructure improvements and modular buildings.
- 2018-19 the District spent $6.6 million for infrastructure improvements and building programs.
- 2019-20 the District spent $1.1 million for various campus-wide improvements including playground equipment and technology.
- 2020-21 the District spent $2.2 million for modernization project at Disney Elementary School.

Additional information on capital assets can be found at Note 7 and additional information on long-term liabilities can be found at Notes 9 to 13.

OTHER INFORMATION (CONTINUED)

Average Daily Attendance

Average daily attendance for Burbank decreased. However, the District continues to attract inter-district attendance to backfill the natural attrition in student enrollment which would otherwise reduce its attendance base. Due to its excellent reputation, the District continues to receive more applications for inter-district attendance than it can grant. By policy, any families who work within the District's boundaries may apply for inter-district attendance and bring their school-aged children to Burbank schools if space allows.

FACTORS BEARING ON THE DISTRICT'S FINANCIAL FUTURE

The District is highly dependent upon the state of California's economic outlook in all aspects of its operation. The Board of Education's decision to set aside an additional 3% reserve within its fund balance, making a total of 6% set aside for economic uncertainties, is one factor that provides additional assurance of solvency during the State's financial difficulties. The following represent elements that could potentially affect the District's financial profile.

- The District's enrollment pattern has shown a decrease over the last two fiscal years, even though inter-district attendance remains strong. The District experienced a decline in enrollment due to the COVID-19 pandemic in 2020-21. The District continues to monitor this trend closely, however, the District does expect the trend to continue.

- The increasing costs of district-paid STRS and PERS is outpacing the revenue coming into the district. The state reduced the contribution percentage for 2019-21 and 2020-21 in an effort to fiscally aid districts during the COVID-19 crisis. However, for 2022-23, the contributions return to their former rates. This increase with the continued decrease in enrollment poses a significant fiscal burden.

- The state has completed LCFF implementation and the District is funded at 100% of the target funding. Now that all Districts are at full funding the only increases to revenue will be COLA.

- The District has inherent increased costs each fiscal year due to "step" increases that result from contracted bargaining unit language, and also inherent increased costs annually due to health insurance increases, and other supply and material cost increases. These increased costs will be especially scrutinized as future year District budgets are adopted with little funding increases.

- Districts have been cautioned to increase their reserve in preparation for the next recession. The state is faced with an unpredictable economy due to the COVID-19 pandemic crisis. The required reserve for economic uncertainty of 3% plus additional board 3% reserve for a total 6% reserve will not cover one month of payroll.

CONTACTING THE DISTRICT'S FINANCIAL TEAM

This financial report provides the most current information regarding the District's financial status. The level of detail is complex. Some users may wish for additional information. Any questions about this report may be directed to Debbie Kukta, Assistant Superintendent, Administrative Services (818) 729-4473 or Alyssa Low, Director, Fiscal Services at (818) 729-4450.

BASIC FINANCIAL STATEMENTS

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
STATEMENT OF NET POSITION
JUNE 30, 2021

	Governmental Activities
ASSETS	
Cash in County Treasury	$ 77,411,022
Cash on Hand and in Banks	1,697,514
Cash in Revolving Fund	25,060
Cash with Fiscal Agent	5,000,025
Accounts Receivable	36,833,960
Due From Fiduciary Fund	700,000
Stores	38,783
Land	7,621,124
Construction in Progress	3,103,355
Depreciable Assets, Net	256,016,341
Total Assets	388,447,184
DEFERRED OUTFLOWS OF RESOURCES	
Deferred Loss on Refunding	6,750,523
Deferred Outflows - OPEB	21,662,930
Deferred Outflows - Pensions	42,409,699
Total Deferred Outflows of Resources	70,823,152
LIABILITIES	
Accounts Payable and Other Current Liabilities	15,811,887
Accrued Interest Payable	1,013,863
Current Loans	30,000,000
Unearned Revenue	2,420,143
Current Portion of Long-Term Liabilities:	
General Obligation Bonds	11,405,000
Capital Leases	1,104,847
Net Other Postemployment Benefits (OPEB)	2,033,251
Noncurrent Portion of Long-Term Liabilities:	
General Obligation Bonds	175,281,268
Capital Leases	14,819,961
Net Other Postemployment Benefits (OPEB)	73,010,826
Net Pension Liability	197,550,072
Compensated Absences	3,945,596
Total Liabilities	528,396,714
DEFERRED INFLOWS OF RESOURCES	
Deferred Inflows - OPEB	3,904,797
Deferred Inflows - Pensions	7,551,683
Total Deferred Inflows of Resources	11,456,480
NET POSITION	
Net Investment in Capital Assets	122,822,344
Restricted for:	
Debt Service	12,485,928
Construction Projects	14,800,308
Educational Programs	8,504,791
Other Purposes	3,292,868
Unrestricted	(242,489,097)
Total Net Position	$ (80,582,858)

See accompanying Notes to Basic Financial Statements.

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2021

Functions	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net Revenue (Expense) and Changes in Net Position: Governmental Activities
Governmental Activities:					
Instruction	$ 131,302,895	$ 1,372,271	$ 35,256,126	$ -	$ (94,674,498)
Instruction - Related Services	27,188,841	267,538	10,663,058	-	(16,258,245)
Pupil Services	15,720,581	173,465	5,890,507	-	(9,656,609)
Ancillary Services	1,243,426	195,022	106,895	-	(941,509)
Community Services	6,020	2,656	3,175	-	(189)
General Administration	13,597,260	66,693	1,497,675	-	(12,032,892)
Plant Services	16,657,021	762,047	1,061,571	1,434,076	(13,399,327)
Other Outgo	1,584,138	14,680	200,572	-	(1,368,886)
Debt Service - Interest	9,729,933	-	-	-	(9,729,933)
Depreciation (Unallocated)	13,458,738	-	-	-	(13,458,738)
Total Governmental Activities	$ 230,488,853	$ 2,854,372	$ 54,679,579	$ 1,434,076	(171,520,826)
GENERAL REVENUES AND SUBVENTIONS					
Property Taxes Levied for:					
General Purposes					58,413,239
Debt Service					14,217,209
Other Specific Purposes					1,721,670
Federal and State Aid not Restricted to Specific Purposes					82,875,834
Interest and Investment Earnings					1,106,863
Miscellaneous					105,727
Total General Revenues					158,440,542
CHANGE IN NET POSITION					(13,080,284)
Net Position - Beginning of Year, As Originally Stated					(69,448,489)
Adjustment for Cumulative Effect of Change In Accounting Principal (Note 17)					1,945,915
Net Position - Beginning of Year, As Restated					(67,502,574)
NET POSITION - END OF YEAR					$ (80,582,858)

See accompanying Notes to Basic Financial Statements.

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2021

	General Fund	Special Reserve Fund for Capital Outlay	Bond Interest and Redemption Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash in County Treasury	$ 35,136,524	$ 12,624,583	$ 13,499,791	$ 16,150,124	$ 77,411,022
Cash on Hand and in Banks	-	-	-	1,697,514	1,697,514
Cash in Revolving Fund	25,060	-	-	-	25,060
Cash with Fiscal Agent	5,000,025	-	-	-	5,000,025
Accounts Receivable	36,298,590	24,024	-	510,959	36,833,573
Due from Other Funds	1,146,389	-	-	-	1,146,389
Stores	13,336	-	-	25,447	38,783
Total Assets	$ 77,619,924	$ 12,648,607	$ 13,499,791	$ 18,384,044	$ 122,152,366
LIABILITIES AND FUND BALANCES					
LIABILITIES					
Accounts Payable and Current Liabilities	$ 14,777,430	$ 85,878	$ -	$ 948,579	$ 15,811,887
Due to Other Funds	-	-	-	627,053	627,053
Current Loans	30,000,000	-	-	-	30,000,000
Unearned Revenue	2,055,666	-	-	364,477	2,420,143
Total Liabilities	46,833,096	85,878	-	1,940,109	48,859,083
FUND BALANCES					
Nonspendable	38,396	-	-	25,447	63,843
Restricted	9,899,360	12,562,729	13,499,791	13,266,681	49,228,561
Committed	-	-	-	3,627,347	3,627,347
Assigned	7,835,349	-	-	14,167	7,849,516
Unassigned	13,013,723	-	-	(489,707)	12,524,016
Total Fund Balances	30,786,828	12,562,729	13,499,791	16,443,935	73,293,283
Total Liabilities and Fund Balances	$ 77,619,924	$ 12,648,607	$ 13,499,791	$ 18,384,044	$ 122,152,366

See accompanying Notes to Basic Financial Statements.

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION
JUNE 30, 2021

Total Fund Balances - Governmental Funds		$ 73,293,283
Amounts reported for governmental funds are different than the Statement of Net Position because:		
Capital assets used in governmental activities are not financial resource and, therefore, are not reported as assets in governmental funds. These assets consist of:		
Land	$ 7,621,124	
Construction in Progress	3,103,355	
Depreciable Assets, Net	256,016,341	266,740,820
Long-term liabilities are not due and payable in the current period and, therefore, are not reported as liabilities in governmental funds. Long-term liabilities at year-end consist of:		
General Obligation Bonds Payable and Related Premium	(186,686,268)	
Capital Leases	(15,924,808)	
Net Other Postemployment Benefits Other than Pensions (OPEB)	(75,044,077)	
Net Pension Liability	(197,550,072)	
Compensated Absences	(3,945,596)	
Deferred loss on refunding	6,750,523	(472,400,298)
In governmental funds, deferred outflows and inflows of resources are not reported because they are applicable to future periods. Deferred outflows and inflows of resources at year-end consist of:		
Deferred Outflows - OPEB	21,662,930	
Deferred Outflows - Pensions	42,409,699	
Deferred Inflows - OPEB	(3,904,797)	
Deferred inflows - Pensions	(7,551,683)	52,616,149
An internal service funds is used by the District to cover the cost of retiree benefits. The assets and liabilities should be included with governmental activities. The net position is:		181,051
Interest expense related to general obligation bonds payable was incurred but not accrued through June 30, 2021.		(1,013,863)
Total Net Position - Governmental Activities		$ (80,582,858)

See accompanying Notes to Basic Financial Statements.

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2021

	General Fund	Special Reserve Fund for Capital Outlay	Bond Interest and Redemption Fund	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES					
Local Control Funding Formula Sources:					
State Apportionments	$ 79,646,768	$ -	$ -	$ -	$ 79,646,768
Local Sources	58,413,239	-	-	-	58,413,239
Total Local Control Funding Formula Sources	138,060,007				138,060,007
Federal Sources	15,965,273			2,187,846	18,153,119
Other State Sources	32,429,119	1,434,076	47,247	3,907,333	37,817,775
Other Local Sources	3,441,841	1,721,216	14,270,961	2,134,674	21,568,692
Total Revenues	189,896,240	3,155,292	14,318,208	8,229,853	215,599,593
EXPENDITURES					
Instruction	111,617,086	-	-	4,753,313	116,370,399
Instruction - Related Services	22,487,244	-	-	1,787,753	24,274,997
Pupil Services	11,521,166	-	-	2,250,133	13,771,299
Ancillary Services	814,819	-	-	-	814,819
Community Services	5,741	-	-	-	5,741
General Administration	10,501,321	-	-	893,092	11,394,413
Plant Services	14,339,082	1,394,019	-	3,015,447	18,748,548
Other Outgo	1,213,152	-	370,986	-	1,584,138
Debt Service	1,878,540	-	12,678,660	-	14,557,200
Total Expenditures	174,378,151	1,394,019	13,049,646	12,699,738	201,521,554
Excess (Deficiency) of Revenues Over Expenditures	15,518,089	1,761,273	1,268,562	(4,469,885)	14,078,039
OTHER FINANCING SOURCES (USES)					
Proceeds from Sale of Bonds	-	-	62,880,000	-	62,880,000
Deposit to Refunding Bond Escrow Agent	-	-	(62,509,014)	-	(62,509,014)
Interfund Transfer In	-	-	-	1,077,674	1,077,674
Interfund Transfer Out	(1,077,674)	-	-	-	(1,077,674)
Total Other Financing Sources (Uses)	(1,077,674)	-	370,986	1,077,674	370,986
NET CHANGE IN FUND BALANCE	14,440,415	1,761,273	1,639,548	(3,392,211)	14,449,025
Fund Balance - Beginning of Year, As Originally Stated	16,346,413	10,801,456	11,860,243	17,890,231	56,898,343
Adjustment for Cumulative Effect of Change In Accounting Principal (Note 17)	-	-	-	1,945,915	1,945,915
Fund Balance - Beginning of Year, As Restated	16,346,413	10,801,456	11,860,243	19,836,146	58,844,258
FUND BALANCES - END OF YEAR	$ 30,786,828	$ 12,562,729	$ 13,499,791	$ 16,443,935	$ 73,293,283

See accompanying Notes to Basic Financial Statements.

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2021

Net Change in Fund Balances - Total Governmental Funds		$ 14,449,025
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities, assets with an initial, individual cost of more than $5,000 are capitalized and the cost is allocated over their estimated useful lives and reported as depreciation expense.		
Capital Outlay, net of adjustments	$ 3,680,655	
Depreciation Expense	(13,458,738)	
Excess (Deficiency) of Capital Outlay Over Depreciation Expense		(9,778,083)
In governmental funds, proceeds from the disposal of capital assets are reported as revenue. In the statement of activities, only the resulting gain or loss is reported.		
Loss on disposal of assets		(1,050,905)
In governmental funds, debt proceeds are recognized as Other Financing Sources. In the government-wide statements, proceeds from debt are reported as increases to liabilities.		
Proceeds from General Obligation Refunding Bonds		(62,880,000)
Repayment of long-term debt is reported as an expenditure in governmental funds, but the repayment reduces long-term liabilities in the statement of net position.		
Capital Lease Principal Payments	1,104,847	
General Obligation Bond Principal and Accreted Interest Payments	63,639,555	
		64,744,402
In governmental funds, pension costs are recognized when the employer contribution is made, but in the statement of activities, pension costs are recognized on the accrual basis. The difference between accrual basis pension costs and actual employer contribution was:		(11,069,038)
In governmental funds, OPEB costs are recognized when the health and welfare payments are made, but in the statement of activities, OPEB costs are recognized on the accrual basis. The difference between accrual basis OPEB costs and actual health and welfare payments:		(8,018,343)
Some items reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. These activities consist of:		
Decrease in Accrued Interest Payable	85,585	
Accreted Interest Accrual	(5,402,393)	
Deferred Charge on Refunding, net of amortization	6,750,523	
Premium on General Obligation Bonds - Amortization, net	1,158,164	
Net Increase in Compensated Absences	(2,080,228)	511,651
An internal service fund is used by the District to charge the costs of postemployment benefits to the individual funds. The net loss of the internal service fund is reported with governmental activities.		11,007
Change in Net Position of Governmental Activities		$ (13,080,284)

See accompanying Notes to Basic Financial Statements.

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
STATEMENT OF FUND NET POSITION
PROPRIETARY FUND
JUNE 30, 2021

	Governmental Activities Internal Service Fund
	Retiree Benefits Self-Insurance Fund
ASSETS	
Accounts Receivable	$ 387
Due From Fiduciary Fund	700,000
Total Assets	700,387
LIABILITIES	
Due to Other Funds	519,336
Total Liabilities	519,336
NET POSITION	
Restricted	181,051
Total Net Position	$ 181,051

See accompanying Notes to Basic Financial Statements.

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
PROPRIETARY FUND
YEAR ENDED JUNE 30, 2021

	Governmental Activities Internal Service Fund
	Retiree Benefits Self-Insurance Fund
OPERATING REVENUES	
Other Local Revenues	$ 1,530,000
Total Operating Revenues	1,530,000
OPERATING EXPENDITURES	
Benefits and Other Operating Expenses	1,518,993
Total Operating Expenditures	1,518,993
NET OPERATING INCOME	11,007
Net Position - Beginning of Year	170,044
NET POSITION - END OF YEAR	$ 181,051

See accompanying Notes to Basic Financial Statements.

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
STATEMENT OF CASH FLOWS
PROPRIETARY FUND
YEAR ENDED JUNE 30, 2021

	Governmental Activities Internal Service Fund Retiree Benefits Self-Insurance Fund
CASH FLOWS FROM OPERATING ACTIVITIES	
Cash Received for Premiums and Other Revenues	$ 830,000
Cash Paid for Benefits and Other Operating Expenditures	(1,519,993)
Cash Received from Governmental Funds	519,336
Net Cash Used by Operating Activities	(170,657)
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest Income	-
Net Cash Provided by Investing Activities	-
NET DECREASE IN CASH	(170,657)
Cash - Beginning of Year	170,657
CASH - END OF YEAR	$ -
RECONCILIATION OF OPERATING INCOME TO NET CASH USED BY OPERATING ACTIVITIES:	
Operating Income	$ 11,007
Adjustments to Reconcile Operating Income to Net Cash Used by Operating Activities:	
Increase in Accounts Receivable	(387)
Increase in Due From Fiduciary Funds	(700,000)
Decrease in Accounts Payable	(613)
Increase in Due to Other Funds	519,336
Net Cash Used by Operating Activities	$ (170,657)

See accompanying Notes to Basic Financial Statements.

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
STATEMENT OF FIDUCIARY NET POSITION
JUNE 30, 2021

	Retiree Benefits Trust Fund
ASSETS	
Investments with Fiscal Agent	$ 4,835,493
Total Assets	4,835,493
LIABILITIES	
Payable to Governmental Fund	700,000
Total Liabilities	700,000
NET POSITION	
Held in Trust for Other Postemployment Benefits	4,135,493
Total Net Position	$ 4,135,493

See accompanying Notes to Basic Financial Statements.

BURBANK UNIFIED SCHOOL DISTRICT
LOS ANGELES COUNTY
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
YEAR ENDED JUNE 30, 2021

	Retiree Benefits Trust Fund
ADDITIONS	
Employer Contributions	$ 503,251
Investment Gains:	
Interest Income and Dividends	117,980
Realized Loss on Investments	215,157
Unrealized Gain on Investments	45,337
Net Investment Gains	378,474
Total Additions	881,725
DEDUCTIONS	
Benefit Payments	2,033,251
Other Expenses	7,310
Total Deductions	2,040,561
CHANGE IN NET POSITION	(1,158,836)
Net Position - Beginning of Year	5,294,329
NET POSITION - END OF YEAR	$ 4,135,493

See accompanying Notes to Basic Financial Statements.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The District accounts for its financial transactions in accordance with the policies and procedures of the Department of Education's California School Accounting Manual, updated to conform to the most current financial and reporting requirements promulgated by the California Department of Education. The accounting policies of the District conform to accounting principles generally accepted in the United States of America (GAAP) as prescribed by the Governmental Accounting Standards Board (GASB).

The significant accounting policies applicable to the District are described below.

Basis of Presentation

The accompanying financial statements have been prepared in conformity with GAAP as prescribed by GASB. The financial statement presentation required by GASB provides a comprehensive, entity-wide perspective of the District's financial activities. The entity-wide perspective enhances the fund-group perspective previously required. Fiduciary activities are excluded from the basic financial statements and are reported separately in the fiduciary fund statements.

The District's basic financial statements consist of government-wide statements, including a statement of net position, a statement of activities, and fund financial statements.

Government-Wide Financial Statements

The statement of net position and the statement of activities displays information about the District as a whole. These statements include the financial activities of the primary government, including governmental activities of proprietary funds. Fiduciary funds are excluded.

The statement of net position presents the financial condition of the governmental activities of the District at year-end. The Statement of Activities presents a comparison between direct expenses and program revenues for each program or function of the District's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and, therefore, clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program, and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the District. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the District. Depreciation and interest expense have not been allocated to specific functions.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Presentation (Continued)

Fund Financial Statements

During the year, the District segregates transactions related to certain District functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the District at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. The fiduciary and proprietary funds are reported by type.

The fund financial statement expenditures are presented in a function-oriented format. The following is a brief description of the functions:

Instruction: includes the activities directly dealing with the interaction between teachers and students.

Instruction-Related Services: includes supervision of instruction, instructional library, media and technology, and school site administration.

Pupil Services: includes home to school transportation, food services, and other pupil services.

Ancillary Services: includes activities that are generally designed to provide students with experiences outside the regular school day.

Community Services: includes activities that provide services to community participants other than students.

General Administration: includes data processing services and all other general administration services.

Plant Services: includes activities of maintaining the physical plant. This also includes facilities acquisition and construction expenditures.

Other Outgo: includes transfers to other agencies.

Debt Service: includes principal and interest payments for long-term debt.

The proprietary and fiduciary fund expenditures are presented by natural classification.

Fund Accounting

To ensure compliance with the California Education Code, the financial resources of the District are divided into separate funds for which separate accounts are maintained for recording cash, other resources and all related liabilities, obligations, and equities.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Accounting (Continued)

The statement of revenues, expenditures, and changes in fund balance are statements of financial activities of the particular fund related to the current reporting period. Expenditures of the various funds frequently include amounts for land, buildings, equipment, retirement of indebtedness, transfers to other funds, etc. Consequently, these statements do not purport to present the result of operations or the net income or loss for the period as would a statement of income for a profit-type organization. The modified accrual basis of accounting is used for all governmental funds.

Governmental Funds – Major

General Fund: used to account for all financial resources except those required to be accounted for in another fund.

Special Reserve Fund for Capital Outlay: used to account for specific board-approved capital expenditures.

Bond Interest and Redemption Fund: used to account for the payment of principal and interest on general long-term debt.

Governmental Funds – Nonmajor

Special Revenue Funds: used to account for the proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes other than debt service or capital projects.

Student Activity Revenue Fund: used to account for raising and expending money to promote the general welfare, morale, and educational experiences of the student body. The amounts reported represent the combined totals of all schools within the District that operate Associated Student Body Funds.

Adult Education Fund: used to account for resources restricted or committed to adult education programs maintained by the District.

Child Development Fund: used to account for resources committed to child development programs.

Cafeteria Fund: used to account for revenues received and expenditures made to operate the District's food service programs.

Deferred Maintenance Fund: used for the purpose of major repair or replacement of District property. The District has taken formal action to commit state apportionment funding from the local control funding formula to this fund for the continued operation of the original program. The fund, therefore, meets the requirements to be reported as a Special Revenue fund.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Governmental Funds – Nonmajor (Continued)

Capital Projects Funds: used to account for the financial resources that are restricted, committed or assigned for the acquisition and/or construction of major governmental general fixed assets.

Building Fund: used to account for construction projects funded by the proceeds of voter approved bonds.

Capital Facilities Fund: used to account for resources received from residential and commercial developer impact fees.

County School Facilities Fund: *used to account for the construction projects funded by School Facility Program grants award for modernization and new construction of various school sites.*

Proprietary Funds

Self-Insurance Fund

Internal Service Fund: used to account for payment of current year retiree healthcare costs within the Retiree Benefits Self-Insurance Fund.

Fiduciary Funds

Retiree Benefits Trust Fund: used to accumulate irrevocable contributions for future retiree healthcare costs.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of measurement made, regardless of the measurement focus applied. Revenues in governmental fund financial statements are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District generally considers revenues to be available if they are collected within 60 days of the end of the current fiscal period, with the exception of state apportionment, interest, and reimbursement grants which are considered available as collectible within one year.

Government-wide financial statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Proprietary and fiduciary funds use the accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of unearned revenue, and in the presentation of expenses versus expenditures.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting (Continued)

Cash and Cash Equivalents

The District's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Cash in the County Treasury is recorded at cost, which approximates fair value.

Receivables

Receivables are generally recorded when the amount is earned and can be estimated. All material receivables are considered fully collectible.

Stores

Stores are presented at the lower of cost or market on an average basis and are expensed when used. Stores inventory consists of expendable supplies held for consumption. At June 30, 2021, the inventory for supplies is $13,336. The inventory for food is $25,447.

Capital Assets

Generally, capital assets result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the Statement of Net Position, but are not reported in the fund financial statements.

Capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their acquisition value as of the date of donation. The District maintains a capitalization threshold of $5,000. The District does not own any infrastructure as defined by GASB. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized.

All reported capital assets except for land and construction in progress are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed using the straight-line method over the following useful lives:

Description	Estimated Lives
Buildings and Improvements	35 Years
Furniture and Equipment	5 to 15 Years
Vehicles	8 Years

Depreciation expense reported on the government-wide statement of activities excludes direct depreciation expense recorded to functions where applicable.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting (Continued)

Deferred Outflows/Inflows of Resources

Deferred outflows of resources represent a consumption of net position or fund balance that applies to a future period(s) and thus, will not be recognized as an outflow of resources (expense/expenditure) until then. These amounts are reported in the government-wide statement of net position.

Deferred inflows of resources represent an acquisition of net position by the District that is applicable to a future reporting period and will not be recognized as revenue until then. These amounts are reported in the government-wide statement of net position directly after liabilities.

Deferred Charge on Refunding - The deferred charge on refunding from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt.

Deferred Outflows/Inflows – OPEB: The deferred outflows/inflows of resources related to OPEB benefits results from the effects of actuarially-determined changes to the OPEB plan. These amounts are deferred and amortized as detailed in Note 12 to the financial statements.

Deferred Outflows/Inflows – Pensions: The deferred outflows/inflows of resources related to pensions resulted from District contributions to employee pension plans subsequent to the measurement date of the actuarial valuations for the pension plans and the effects of actuarially-determined changes to the pension plan. These amounts are deferred and amortized as detailed in Note 13 to the financial statements.

Unearned Revenue

Cash received for federal and state special projects and programs is recognized as revenue to the extent that eligibility requirements have been met. Unearned revenue is recorded to the extent cash received on specific projects and programs exceed qualified expenditures.

Compensated Absences

Accumulated unpaid employee vacation benefits are recognized as a liability when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

Sick leave benefits are accumulated without limit for each employee. The employees do not gain a vested right to accumulated sick leave, therefore, accumulated employee sick leave benefits are not recognized as a liability of the District. The District's policy is to record sick leave as an operating expense in the period taken. However, unused sick leave is added to the creditable service period for calculation of retirement benefits when the employee retires.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting (Continued)

Long-Term Obligations

The District reports long-term debt of governmental funds at face value in the government-wide financial statements. Long-term debt and other obligations financed by proprietary funds are reported as liabilities in the appropriate funds.

Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financial sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenditures.

Postemployment Benefits Other than Pension (OPEB)

For purposes of measuring the District's OPEB liability related to the OPEB Trust, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the OPEB Trust and additions to/deductions from the OPEB Trust fiduciary net position have been determined on the same basis as they are reported by the trustee. For this purpose, the Trustee recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments and participating interest earning investment contracts that have a maturity at the time of purchase of one year or less, which are report at cost.

Net Pension Liability

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the California State Teachers' Retirement System (CalSTRS) and the California Public Employees' Retirement System (CalPERS) plan for schools (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalSTRS and CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms.

Member contributions are recognized in the period in which they are earned. Investments are reported at fair value.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting (Continued)

Net Position

Net position represents the difference between assets plus deferred outflows of resources less liabilities and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvements of those assets. Net position is reported as restricted when there are limitations imposed on use through external restrictions imposed by donors, grantors, laws, or regulations of other governments or by enabling legislation adopted by the District. The residual balance is classified as unrestricted net position.

Fund Balance Classification

The governmental fund financial statements present fund balance classifications that comprise a hierarchy based on the extent to which the District is bound to honor constraints on the specific purposes for which amounts can be spent. The classifications used in the governmental fund financial statements are as follows:

Nonspendable: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact.

Restricted: Amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

Committed: Amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the District Board of Education. These amounts cannot be used for any other purpose unless the District Board of Education removes or changes the specified use by taking the same formal action (vote or resolution) that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

Assigned: Amounts that are constrained by the District's intent to be used for a specific purpose but are neither restricted nor committed. The Board of Education, through a formal action has given authority to the Assistant Superintendent of Administrative Services to assign amounts for a specific purpose that is neither restricted nor committed.

Unassigned: The residual fund balance for the General Fund and all other spendable amounts. The Unassigned classification also includes negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of Assigned fund balance amounts.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting (Continued)

Spending Order Policy

The District considers restricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted net position or fund balance is available.

When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the District's policy considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the Board of Education has provided otherwise in its commitment or assignment functions.

Minimum Fund Balance Policy

The District has adopted a minimum fund balance policy in order to protect against revenue shortfalls and unexpected one-time expenditures. The Board of Education recognizes that good fiscal management comprises the foundational support of the entire District. To make that support as effective as possible, the Board has established a general fund reserve of 6% for economic uncertainty, which exceeds the requirements of law of 3%. The District was unable to meet their policy; however, they still maintained the state recommended reserve.

State Apportionments

Certain current year apportionments from the state are based upon various financial and statistical information of the previous year. Second period to annual corrections for local control funding formula and other state apportionments (either positive or negative) are accrued at the end of the fiscal year.

Property Taxes

Secured property taxes attach as an enforceable lien on property as of January 1st. Taxes are payable in two installments on November 1st and February 1st. Unsecured property taxes are payable in one installment on or before August 31st.

Real and personal property tax revenues are reported in the same manner in which the County auditor records and reports actual property tax receipts to the California Department of Education. This is generally on a cash basis. A receivable has not been recognized in the General Fund for property taxes due to the fact that any receivable is offset by a payable to the state for local control funding formula purposes. Property taxes for debt service purposes are not material and have therefore not been accrued in the government-wide financial statements.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting (Continued)

On-Behalf Payments

GAAP requires that direct on-behalf payments for fringe benefits and salaries made by one entity to a third-party recipient for the employees of another, legally separate entity be recognized as revenue and expenditures by the employer government. The state of California makes direct on-behalf payments for retirement benefits to the State Teachers' Retirement System (STRS) on behalf of all school districts in California. On-behalf payments of $7,695,516 made to STRS have been recorded in the fund financial statements.

Contributed Services

GAAP require that contributions of donated services that create or enhance nonfinancial assets or that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are to be recorded at fair value in the period received. Although the District receives numerous hours of volunteer time, it is not deemed necessary to record these hours on the books of the District based on the above guidelines. In addition, the District receives donations of immaterial equipment and supplies which are not recorded upon receipt.

Classification of Revenues – Proprietary Funds

Proprietary funds distinguish operating revenues from nonoperating revenues. Operating revenues include activities that have the characteristics of exchange transactions, such as food service sales, federal and most state and local grants and contracts, and self-insurance premiums. Nonoperating revenues include activities that have the characteristics of nonexchange transactions that are defined as nonoperating revenues by GASB.

Estimates

The preparation of the financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

Reporting Entity

The District is the level of government primarily accountable for activities related to public education. The governing authority consists of elected officials who, together, constitute the Board of Education.

The District considered its financial and operational relationships with potential component units under the reporting entity definition of GASB. The basic, but not the only, criterion for including another organization in the District's reporting entity for financial reports is the ability of the District's elected officials to exercise oversight responsibility over such agencies. Oversight responsibility implies that one entity is dependent on another and a financial benefit or burden relationship is present and that the dependent unit should be reported as part of the other.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Reporting Entity (Continued)

Oversight responsibility is derived from the District's power and includes, but is not limited to: financial interdependency; selection of governing authority; designation of management; ability to significantly influence operations; and accountability for fiscal matters.

Due to the nature and significance of their relationship with the District, including ongoing financial support of the District or its other component units, certain organizations warrant inclusion as part of the financial reporting entity. A legally separate, tax-exempt organization should be reported as a component unit of the District if all of the following criteria are met:

- The economic resources received or held by the separate organization are entirely or almost entirely for the direct benefit of the District, its component units, or its constituents.
- The District, or its component units, is entitled to, or has the ability to otherwise access, a majority of the economic resources received or held by the separate organization.
- The economic resources received or held by an individual organization that the District, or its component units, is entitled to, or has the ability to otherwise access, are significant to the District.

Based upon the application of the criteria listed above, the following potential component units have been excluded in the District's reporting entity:

The Burbank Arts and Education Foundation: In October 2020, the Burbank Education Foundation and the Burbank Arts For All Foundation merged to form the Burbank Arts and Education Foundation. The Foundation is a separate nonprofit corporation formed to promote and assist educational, the visual and performing arts programs of the District. The Board of Directors is elected by their own Board and independent of any District Board of Education appointments. The Board is responsible for approving its own budget and accounting and finance related activities. Separate financial statements for the Foundation may be obtained through the District.

NOTE 2 BUDGETS

By state law, the District's Governing Board must approve a budget no later than July 1, using the Single Adoption Budget process. A public hearing must be conducted to receive comments prior to adoption. The District's Governing Board satisfied these requirements. Budgets for all governmental funds were adopted on a basis consistent with GAAP.

These budgets are revised by the District's Governing Board during the year to give consideration to unanticipated income and expenditures. The original and final revised budget for the General Fund is presented in a budgetary comparison schedule in the required supplementary section.

NOTE 2 BUDGETS (CONTINUED)

Formal budgetary integration was employed as a management control device during the year for all budgeted funds. Expenditures cannot legally exceed appropriations by major object account.

NOTE 3 DEPOSITS AND INVESTMENTS

Deposits

Custodial Credit Risk

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a deposit policy for custodial risk. As of June 30, 2021, $2,063,455 of the District's bank balance of $2,369,818 was exposed to credit risk as uninsured and collateral held by pledging bank's trust department not in the District's name.

Cash in County

In accordance with Education Code Section 41001, the District maintains substantially all of its cash in the Los Angeles County Treasury as part of the common investment pool. The District is considered an involuntary participant in the investment pool. These pooled funds are carried at amortized cost which approximates fair value. Fair value of pooled investments at June 30, 2021 is measured at 99.4389% of amortized cost. The District's deposits in the fund are considered to be highly liquid.

The county is authorized to deposit cash and invest excess funds by California Government Code Sections 53534, 53601, 53635, and 53648. The county is restricted to invest in time deposits, U.S. government securities, state registered warrants, notes, or bonds, State Treasurer's investment pool, bankers' acceptances, commercial paper, negotiable certificates of deposit, and repurchase or reverse repurchase agreements. The funds maintained by the county are either secured by federal depository insurance or are collateralized. The county investment pool is not required to be rated. Interest earned is deposited quarterly into participating funds. Any investment losses are proportionately shared by all funds in the pool.

The county investment pool is not registered as an investment company with the Securities and Exchange Commission (SEC) nor is it an SEC Rule 2a7-like pool. California Government Code statutes and the County Board of Supervisors set forth the various investment policies that the County Treasurer follow. The method used to determine the value of the participant's equity withdrawn is based on the book value, which is amortized cost, of the participant's percentage participation on the date of such withdrawals.

The pool sponsor's annual financial report may be obtained from the Los Angeles County Public Affairs Office, Kenneth Hahn Hall of Administration, 500 W. Temple Street, Room 358, Los Angeles, California 90012.

NOTE 3 DEPOSITS AND INVESTMENTS (CONTINUED)

Investments with Fiscal Agent

Investments held by the District's Grantor Trust (the Trust) are limited to those within the terms of the trust agreement, any applicable plan documents and in accordance with California Government Code Sections 16430, 53601 and 53602. The Trust did not violate any provisions of the investment policy during the fiscal year ended June 30, 2021.

Investment Valuation

Investments are measured at fair value on a recurring basis. Recurring fair value measurements are those that GASB require or permit in the statement of net position at the end of each reporting period. Fair value measurements are categorized based on the valuation inputs used to measure an asset's fair value: Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The District did not have any investments in the Level 2 or 3 category. Investments' fair value measurements at June 30, 2021 are presented below:

Investment	Cost	Fair Value Measurements Level 1
Cash and Cash Equivalents	$ 21,199	$ 21,199
Mutual Fund - Equity	87,537	124,799
Mutual Fund - Corporate Bonds	3,799,671	3,908,599
Closed End Funds - Taxable	303,779	321,162
Closed End Funds - Equity	325,219	459,734
Total	$ 4,537,405	$ 4,835,493

Investments categorized as Level 1 are valued based on prices quoted in active markets for those securities.

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. The investment policy limits investment maturities to seven years as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligations. This is measured by assignment of a rating by a nationally recognized rating organization. U.S. government securities or obligations explicitly guaranteed by the U.S. government are not considered to have credit risk exposure. The District follows Government Code to reduce exposure to investment credit risk. As of June 30, 2021, the Trust's investments in mutual funds are unrated.

NOTE 3 DEPOSITS AND INVESTMENTS (CONTINUED)

Investments with Fiscal Agent (Continued)

Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The District places no limit on the amount that may be invested in any one issuer. In accordance with GASB, the District is exposed to concentration of credit risk whenever an investment in any one issuer exceeds 5%. Investments guaranteed by the U.S. government and investments in mutual funds and external investment pools are excluded from this requirement.

NOTE 4 ACCOUNTS RECEIVABLE

Accounts Receivable	General Fund	Special Reserve Fund for Capital Outlay	Nonmajor Governmental Funds	Total Governmental Funds
Federal and State	$ 25,648,504	$ -	$ 207,259	$ 25,855,763
Miscellaneous	10,650,086	24,024	303,700	10,977,810
Total Accounts Receivable	$ 36,298,590	$ 24,024	$ 510,959	$ 36,833,573

NOTE 5 INTERFUND TRANSACTIONS

Interfund activity has been eliminated in the Government-wide statements. The following transactions are reported in the fund financial statements.

Interfund Receivables/Payables

Individual interfund receivable and payable balances at June 30, 2021 are temporary loans and are detailed as follows:

Fund	Interfund Receivables	Interfund Payables
General Fund	$ 1,146,389	$ -
Nonmajor Governmental Funds:		
Child Development Fund		626,915
County School Facilities Fund		138
Proprietary Funds:		
Internal Service Fund	-	519,336
Total	$ 1,146,389	$ 1,146,389

NOTE 5 INTERFUND TRANSACTIONS (CONTINUED)

Interfund Transfers

Interfund transfers consist of operating transfers from funds receiving revenue to funds through which the resources are to be expended. Interfund transfers for the 2020-21 fiscal year are as follows:

Transfer from the General Fund to the Adult Education Fund for the FACTs program	$ 183,783
Transfer from the General Fund to the Child Development Fund for the LCAP contribution for state programs and for contribution to Around the Bell and Horace Mann Children's Center	893,891
Total Interfund Transfers	$ 1,077,674

NOTE 6 FUND BALANCES

The following amounts were nonspendable, restricted, committed, assigned, or unassigned as shown below:

	General Fund	Special Reserve Fund for Capital Outlay	Bond Interest and Redemption Fund	Nonmajor Governmental Funds	Total Governmental Funds
Nonspendable:					
Cash in Revolving Fund	$ 25,060	$ -	$ -	$ -	$ 25,060
Stores	13,336	-	-	25,447	38,783
Total Nonspendable	38,396	-	-	25,447	63,843
Restricted:					
General Fund	9,899,360	-	-	-	9,899,360
Student Activity Fund	-	-	-	1,697,514	1,697,514
Legally Restricted Programs	-	-	-	509,441	509,441
Capital Projects/ Facilities	-	12,562,729	-	11,059,726	23,622,455
Bond Interest Redemption Fund	-	-	13,499,791	-	13,499,791
Total Restricted	9,899,360	12,562,729	13,499,791	13,266,681	49,228,561
Committed:					
Adult Education Program	-	-	-	2,838,396	2,838,396
Deferred Maintenance Program	-	-	-	788,951	788,951
Total Committed	-	-	-	3,627,347	3,627,347
Assigned:					
One-Time Carryover	-	-	-	-	-
Site Carryover	421,772	-	-	-	421,772
LCAP Supplemental	3,540,074	-	-	-	3,540,074
CTE Carryover	-	-	-	-	-
CSEA Job Study	390,000	-	-	-	390,000
Accrued Vacation	272,000	-	-	-	272,000
Fiscal Stability	3,211,503	-	-	-	3,211,503
Cafeteria	-	-	-	14,167	14,167
Total Assigned	7,835,349	-	-	14,167	7,849,516
Unassigned:					
Economic Uncertainties	13,013,723	-	-	-	13,013,723
Unassigned	-	-	-	(489,707)	(489,707)
Total Unassigned	13,013,723	-	-	(489,707)	12,524,016
Total Fund Balance	$ 30,786,828	$ 12,562,729	$ 13,499,791	$ 16,443,935	$ 73,293,283

NOTE 7 CAPITAL ASSETS AND DEPRECIATION – SCHEDULE OF CHANGES

Capital asset activity for the year ended June 30, 2021 is shown below:

	Balance July 1, 2020	Adjustments	Additions	Retirements	Balance June 30, 2021
Capital Assets Not Being Depreciated:					
Land	$ 7,621,124	$ -	$ -	$ -	$ 7,621,124
Construction in Progress	390,623	-	3,103,355	(390,623)	3,103,355
Total Capital Assets Not Being Depreciated	8,011,747	-	3,103,355	(390,623)	10,724,479
Capital Assets Being Depreciated:					
Site Improvements	37,730,427	1,418,100	162,643	-	39,311,170
Building and Improvements	386,331,723	-	681,409	-	387,013,132
Equipment	8,456,924	-	165,871	(1,161,439)	7,461,356
Total Capital Assets Being Depreciated	432,519,074	1,418,100	1,009,923	(1,161,439)	433,785,658
Less Accumulated Depreciation for:					
Site Improvements	10,025,164	1,460,100	1,049,236	-	12,534,500
Buildings	147,640,356	-	11,909,302	-	159,549,658
Equipment	5,295,493	-	500,200	(110,534)	5,685,159
Total Accumulated Depreciation	162,961,013	1,460,100	13,458,738	(110,534)	177,769,317
Depreciable Assets, Net	269,558,061	(42,000)	(12,448,815)	(1,050,905)	256,016,341
Governmental Activities Capital Assets, Net	$ 277,569,808	$ (42,000)	$ (9,345,460)	$ (1,441,528)	$ 266,740,820

NOTE 8 TAX REVENUE ANTICIPATION NOTES (TRANS)

2020 TRANS

The District issued $23,050,000 of Tax Revenue Anticipation Notes dated August 26, 2020 through the Los Angeles County Schools Pooled Financing Program (Series A-1). The notes matured on February 1, 2021 and yield 0.18% interest. The notes were sold by the District to supplement its cash flow.

The funds were held with the trustee, The Bank of New York Mellon Trust Company, N.A. Repayment requirements were that $23,050,000 of principal and approximately $297,729 of interest be repaid from the funds held with the administrator on February 1, 2021. Payments were made in a timely manner.

2021 TRANS

The District issued $30,000,000 of Tax Revenue Anticipation Notes dated February 17, 2021 through the Los Angeles County Schools Pooled Financing Program (Series B-3). The notes will mature on December 30, 2021 and yield 0.12% interest. The notes were sold to supplement the District's cash flow.

NOTE 8 TAX REVENUE ANTICIPATION NOTES (TRANS) (CONTINUED)

2021 TRANS (Continued)

The funds are held with the trustee, The Bank of New York Mellon Trust Company, N.A., unless and until the District needs to draw funds. Repayment requirements are that $30,000,000 of principal and approximately $425,000 of interest be repaid from the funds held with the administrator on December 31, 2021.

NOTE 9 LONG-TERM LIABILITIES – SCHEDULE OF CHANGES

A schedule of changes in long-term liabilities for the year ended June 30, 2021 is shown below:

	Balance July 1, 2020	Additions	Reductions	Balance June 30, 2021	Amount Due in One Year
General Obligations Bonds:					
Bond A	$ 609,249	$ -	$ 209,296	$ 399,953	$ 203,065
Bond B	4,682,970	-	1,229,731	3,453,239	1,183,244
Bond C	15,682,350	-	2,220,724	13,461,626	2,131,786
Series 2013 Bond	40,107,990	-	18,800,000	21,307,990	-
Series 2015A Bond	33,923,497	-	30,253,497	3,670,000	-
Series 2017 Bond	34,001,109	-	-	34,001,109	145,000
Series 2020 Bond	-	62,880,000	-	62,880,000	520,000
Accreted Interest:					
Bond A	1,541,749	102,701	550,704	1,093,746	576,935
Bond B	9,657,918	667,576	2,605,269	7,720,225	2,746,756
Bond C	25,750,543	2,198,651	3,644,276	24,304,918	3,898,214
Bond 2013	6,543,754	1,156,322	-	7,700,076	-
Bond 2015A	3,475,891	650,167	4,126,058	-	-
Bond 2017	1,673,989	626,976	-	2,300,965	-
Bond Premium:				-	
Series 2013 Bond Premium	1,274,827	-	2,157	1,272,670	-
Series 2015A Bond Premium	2,305,719	-	1,226,898	1,078,821	-
Series 2017 Bond Premium	1,970,039	70,891	-	2,040,930	-
Total Bonds	183,201,594	68,353,284	64,868,610	186,686,268	11,405,000
Capital Leases	17,029,655	-	1,104,847	15,924,808	1,104,847
Compensated Absences	1,865,368	2,080,228	-	3,945,596	-
Net OPEB Liability	69,578,410	5,465,667	-	75,044,077	2,033,251
Net Pension Liability	187,587,975	9,962,097	-	197,550,072	-
Total	$ 459,263,002	$ 85,861,276	$ 65,973,457	$ 479,150,821	$ 14,543,098

Liabilities are liquidated by the General Fund for governmental activities, including capital leases, compensated absences, net OPEB obligations, and net pension liability. General obligation bond liabilities are liquidated through property tax collections as administered by the County Controller's office through the Bond Interest and Redemption Fund.

NOTE 10 LEASES

Capital Leases

The District leases equipment valued at approximately $21,400,000 under agreements which provide for title to pass upon expiration of the lease period. Future minimum lease payments are as follows:

Year Ending June 30,	Lease Payment
2022	1,440,060
2023	1,491,680
2024	1,545,592
2025	1,365,340
2026	1,305,871
2027-2031	7,024,052
2032-2036	4,162,408
2037-2039	1,514,492
Total	19,849,495
Less: Amount Representing Interest	3,924,687
Present Value of Net Minimum Lease Payments	$ 15,924,808

The District will receive no sublease rental revenues nor pay any contingent rentals for this equipment.

Operating Leases

The District has entered into various operating leases for vehicles with lease terms in excess of one year. None of these agreements contain purchase options. Future minimum lease payments under these agreements are as follows:

Year Ending June 30,	Lease Payment
2022	$ 190,284
2023	149,830
2024	100,870
2025	57,350
Total	$ 498,334

Current year expenditures for operating leases are approximately $208,000. The District will receive no sublease rental revenues nor pay any contingent rentals for these properties.

NOTE 11 GENERAL OBLIGATION BONDS

Election 1997

On April 8, 1997, $112,500,000 in general obligation bonds were authorized by an election held within the District. The bonds were authorized to finance the renovation, construction, and modernization of classrooms and school facilities.

Between August 1997 and July 2002, the District issued bonds, Series A – C, totaling $112,494,996. In February 2011, the District issued a refunding bond to refund portions of Series C. As of June 30, 2016, the 2011 Refunding Bond was liquidated.

Capital appreciation bonds were issued as part of Series A, B and C with maturity dates from August 1, 2009 through 2022, August 1, 2011 through 2023, and August 1, 2015 through 2028, respectively. Prior to the applicable maturity date, each bond will accrue accreted interest on the principal components, with all interest accreting through the applicable maturity date and payable only upon maturity or prior payment of the principal component. Accreted interest is accrued and included as an addition in the long-term debt schedule.

Measure S – 2013 General Obligation Bonds

On March 5, 2013, $110,000,000 in general obligation bonds were authorized by an election held within the District. The bonds were authorized to finance the improvement of student safety and security including upgraded fire protection, increased energy efficiency and improved accessibility for students with disabilities.

Between May 2013 and March 2017, the District issued bonds, series 2013, 2015A, and 2017 totaling $109,997,596.

Convertible capital appreciation bonds were issued as part of Series 2013, 2015A, and 2017 with maturity dates from August 1, 2033 through February 1, 2038; August 1, 2031 through August 1, 2034; and August 2031 through August 2032, respectively. These bonds convert to current interest bonds on August 1, 2023 (the conversion date).Prior to the conversion date, each bond will accrue accreted interest on the principal component, with all interest accreting through the conversion date and payable only upon maturity or prior payment of the principal component. Accreted interest is accrued and included as an addition in the long-term debt schedule.

Premium is amortized on the effective interest method over the life of the respective bond.

Refunding Bonds – Series 2020

On October 29, 2020 the District issued $62,880,000 in General Obligation Refunding Bonds, Series 2020 (Federally Taxable). The bonds were issued to refund a portion of the outstanding Series 2013 Bonds and a portion of the outstanding 2015A Bonds. The bonds were issued as serial and term bonds with interest rates ranging from .369% to 2.484%. The bonds mature beginning August 1, 2021 with final maturity on August 1, 2034. The refunding resulted in economic gain in the amount of $3,474,856 and the debt saving $4,226,363.

NOTE 11 GENERAL OBLIGATION BONDS (CONTINUED)

Refunding Bonds – Series 2020 (Continued)

The outstanding general obligation bonded debt of the District at June 30, 2021 is:

General Obligation Bonds	Date of Issue	Date of Maturity	Interest Rate	Amount of Original Issue	Outstanding June 30, 2021
Election 1997:					
Series A	8/1/1997	8/1/2022	3.9% - 5.7%	$ 7,497,787	$ 399,953
Accreted Interest					1,093,746
Series B	8/1/1998	8/1/2023	4.1% - 5.3%	39,996,370	3,453,239
Accreted Interest					7,720,225
Series C	7/1/2002	8/1/2027	3.0% - 5.7%	65,000,839	13,461,626
Accreted Interest					24,304,918
Measure S:					
Series 2013	5/16/2013	2/1/2038	2.5% - 5.0%	40,997,990	21,307,990
Accreted Interest					7,700,076
Series 2015A	8/1/2015	8/1/2034	3.0% - 5.0%	34,998,497	3,670,000
Accreted Interest					-
Series 2017	3/15/2017	8/1/2032	3.125% - 5.0%	34,001,109	34,001,109
Accreted Interest					2,300,965
Refunding Bonds					
Series 2020	10/29/2020	8/1/2034	0.369% - 2.484%	62,880,000	62,880,000
Total				$ 285,372,592	182,293,847
Unamortized Bond Premium					4,392,421
Total Bonds Payable					$ 186,686,268

The annual debt service requirements to maturity for general obligation bonds are as follows:

1997 Election

Year Ending June 30,	Principal	Accreted Interest	Total
2022	$ 3,518,095	$ 7,221,905	$ 10,740,000
2023	3,402,313	7,622,687	11,025,000
2024	3,099,752	7,405,248	10,505,000
2025	1,911,945	4,638,055	6,550,000
2026	1,846,804	4,888,196	6,735,000
2027-2028	3,535,909	10,509,091	14,045,000
Total	$ 17,314,818	$ 42,285,182	$ 59,600,000

NOTE 11 GENERAL OBLIGATION BONDS (CONTINUED)

Refunding Bonds – Series 2020 (Continued)

Measure S

Year Ending June 30,	Principal	Current Interest	Accreted Interest	Total
2022	$ 145,000	$ 1,132,275	$ -	$ 1,277,275
2023	340,000	1,122,575	-	1,462,575
2024	1,365,000	1,088,475	-	2,453,475
2025	2,605,000	2,328,800	814,725	5,748,525
2026	3,075,000	2,186,800	714,725	5,976,525
2027-2031	20,341,145	8,609,038	4,747,480	33,697,663
2032-2036	21,455,896	6,050,650	9,414,528	36,921,074
2037-2038	9,652,058	1,159,438	5,502,942	16,314,438
Total	$ 58,979,099	$ 23,678,051	$ 21,194,400	$ 103,851,550

2020 Refunding

Year Ending June 30,	Principal	Current Interest	Total
2022	$ 520,000	$ 1,297,134	$ 1,817,134
2023	100,000	1,295,940	1,395,940
2024	100,000	1,295,402	1,395,402
2025	1,235,000	1,289,899	2,524,899
2026	1,230,000	1,278,599	2,508,599
2027-2031	30,055,000	5,379,778	35,434,778
2032-2035	29,640,000	1,288,648	30,928,648
Total	$ 62,880,000	$ 13,125,400	$ 76,005,400

NOTE 12 POSTEMPLOYMENT HEALTHCARE BENEFITS

Plan Description

The District administers a single-employer defined benefit healthcare plan (the Retiree Health Plan). Certificated employees may retire and receive District-paid contributions towards healthcare upon attainment of age 55 and completion of 15 years or continuous District service. The District pays the single premium for medical coverage for a retiree until age 65, at which time benefits cease.

Classified employees may retire under PERS and receive District-paid statutory minimum benefits under the Public Employees Medical and Hospital Care Act (PEMHCA) for their lifetime, with ongoing benefits to their surviving spouses, if any. For classified employees who have attained age 55 and completed 15 years of service at retirement, the District pays a supplement equal to the highest PEMHCA HMO retiree-only premium plus vision coverage until age 65 or for a minimum of 5 years if retirement occurs after age 60. Retirees may then continue coverage under PEMHCA and receive the statutory minimum for their lifetime. Classified employees hired on or after August 1, 2004 are subject to a medical cap of $3,485. Benefits are prorated for part-time employees based on their full-time equivalency (FTE) at time of retirement.

NOTE 12 POSTEMPLOYMENT HEALTHCARE BENEFITS (CONTINUED)

Plan Description (Continued)

Management employees may retire and receive District-paid retiree medical, retiree vision, and dependent medical benefits after attainment of age 55 and completion of either 5 years of continuous service in a management, supervisory or confidential position. District-paid benefits continue until age 65 or for a minimum of 5 years if retirement occurs after age 60.

The Retiree Health Plan does not issue a separate financial report.

Plan Membership

Membership of the plan consisted of the following at June 30, 2020, the date of the latest actuarial valuation.

Participant Type:	Number of Participants
Inactive Participants Currently Receiving Benefits	436
Inactive Participants Entitled to but not yet Receiving Benefit Payments	-
Active Employees	1,234
Total	1,670

Funding Policy

The District funds the cost of retiree benefits on a pay-as-you-go basis. Any contributions toward the unfunded liability are made on a discretionary basis.

During the fiscal year ended June 30, 2021, the District did not contribute to the plan.

The components of the net OPEB liability of the District at June 30, 2021 was as follows:

Net OPEB Liability	Balance June 30, 2021
Total OPEB Liability	$ 79,179,570
Plan Fiduciary Net Position	4,135,493
District's Net OPEB Liability (Asset)	$ 75,044,077
Plan Fiduciary Net Position as a Percentage of the Total OPEB Liability (Asset)	5.22%

NOTE 12 POSTEMPLOYMENT HEALTHCARE BENEFITS (CONTINUED)

Amortization of Deferred Outflows of Resources and Deferred Inflows of Resources

The deferred outflows of resources related to OPEB resulting from the differences between projected and actual return on investments is amortized over a five-year period on a straight-line basis. The deferred outflows of resources related to OPEB resulting from changes in assumptions is amortized over a 7.4-year period, for amounts recognized in the prior valuation and 9.1-year period for amounts recognized in the most recent valuation on a straight-line basis.

Deferred Outflows of Resources and Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences Between Expected and Actual Experience	$ 2,570,893	$ 3,717,722
Changes in Assumptions or Other Inputs	19,025,050	-
Differences Between Expected and Actual Return on Investments	66,987	187,075
Total	$ 21,662,930	$ 3,904,797

The first year of amortization is recognized in OPEB expense for the year the change occurs. The remaining amount will be recognized to OPEB expense as follows:

Year Ending June 30,	Amortization
2022	$ 2,985,302
2023	2,918,314
2024	2,927,818
2025	2,943,890
2026	2,240,493
Thereafter	3,742,316
Total	$ 17,758,133

Investments

The plan's policy for allocation of invested assets is established and may be amended by the District's agreement with their Investment Manager. It is the policy of the Investment Manager to pursue an investment strategy that reduces risk through the prudent diversification of the portfolio across a broad selection of specific asset classes. Assets held in the plan may be invested in accordance with California Government Code Sections 53600 through 53622. The investment policy has a long-term focus. It discourages both major shifts of asset class allocations over a short time span and, except for liquidity purposes, the use of cash equivalents. The Investment Manager has established a target net return of 6%. The Members will periodically review the reasonableness of this target rate with the Investment Manager. The table below summarizes the asset allocation strategic parameters.

	Trust Policy	Trust Holdings
Equity	10% (+/- .5%)	14%
Fixed Income	90% (+/- .5%)	86%
Yield Target	1%	1.92%
Credit Quality	≥ BBB	A-
Duration Shall not Exceed	7 Years	6.1 Years

NOTE 12 POSTEMPLOYMENT HEALTHCARE BENEFITS (CONTINUED)

Investments (Continued)

At June 30, 2021, all plan investments were in mutual funds. The plan held no investments in any one organization that represented 5% or more of fiduciary net position.

Investment Valuation

Investments are measured at fair value on a recurring basis. Recurring fair value measurements are those that GASB require or permit in the statement of net position at the end of each reporting period. Fair value measurements are categorized based on the valuation inputs used to measure an asset's fair value: Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The plan's investments' fair value measurements at June 30, 2021 are presented below:

Investment	Cost	Fair Value Measurements Level 1
Cash and Cash Equivalents	$ 21,199	$ 21,199
Mutual Fund - Equity	87,537	124,799
Mutual Fund - Corporate Bonds	3,799,671	3,908,599
Closed End Funds - Taxable	303,779	321,162
Closed End Funds - Equity	325,219	459,734
Total	$ 4,537,405	$ 4,835,493

Actuarial Methods and Assumptions

The District's net OPEB liability (asset) was measured as of June 30, 2021, and the total OPEB liability (asset) used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2020. Liabilities in this report were calculated as of the valuation date and rolled forward to the measurement date using standard actuarial roll-forward techniques.

The total OPEB liability was determined by an actuarial valuation as of June 30, 2020, using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Actuarial Methods and Assumptions	
Valuation Date	June 30, 2020
Measurement Date	June 30, 2021
Inflation	2.75%
Salary Increases	2.75%
Investment Rate of Return	2.16%
Health Care Trend Rate	4%

Mortality rates were based on 2020 CalSTRS Mortality tables for Certificated employees, and 2017 CalPERS Mortality for Miscellaneous and Schools Employees for Classified employees.

NOTE 12 POSTEMPLOYMENT HEALTHCARE BENEFITS (CONTINUED)

Actuarial Methods and Assumptions (Continued)

The long-term expected rate of return on the plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. To achieve the goal set by the investment policy, plan assets will be managed to earn, on a long-term basis, a rate of return equal to or in excess of the target rate of return of 5.0%. Best estimates of arithmetic real rates of return for each major asset class included in the target asset allocation as of June 30, 2021 are as follows:

Asset Class	Asset Allocation	Long-Term Expected Real Rate of Return
Equity	10%	7.80%
Fixed Income	90%	4.50%

The discount rate used to measure the total OPEB liability was 2.16%. The rate was based on the long-term expected rate of return on OPEB plan investments to the extent that the OPEB plan's fiduciary net position is projected to be enough to make projected benefit payments and assets are expected to be invested using a strategy to achieve that return. A yield or index rate for 20-year, tax exempt general obligation municipal bonds with an average rating of AA/Aa or higher was used to the extent that those conditions were not met.

Since the most recent valuation, the following changes have been made:

- The discount rate was changed from 2.20% to 2.16%.

NOTE 12 POSTEMPLOYMENT HEALTHCARE BENEFITS (CONTINUED)

Changes in the Net OPEB Liability (Asset)

	Increase (Decrease)		
	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (Asset) (a) - (b)
Balances at June 30, 2020	$ 74,872,739	$ 5,294,329	$ 69,578,410
Changes for the Year:			
Service cost	4,086,126	-	4,086,126
Interest	1,671,505	376,164	1,295,341
Difference Between Expected and Actual Experience	156,686	-	156,686
Changes in Assumptions	425,765	-	425,765
Employer Contributions*	-	503,251	(503,251)
Benefit Payments*	(2,033,251)	(2,033,251)	-
Administrative Expenses	-	(5,000)	5,000
Net Changes	4,306,831	(1,158,836)	5,465,667
Balances at June 30, 2021	$ 79,179,570	$ 4,135,493	$ 75,044,077

* Amount includes implicit subsidy associated with benefits paid.

The following presents the District's net OPEB liability calculated using the discount rate of 2.16% as well as what the net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (1.16%) or 1-percentage-point higher (3.16) than the current rate:

Sensitivity Discount Rate	Net OPEB Liability (Asset)
1% Decrease (1.16%)	$ 86,255,748
Current Discount Rate (2.16%)	75,044,077
1% Increase (3.16%)	65,792,601

The following presents the District's net OPEB liability calculated using the current healthcare cost trend rate of 4.0% , as well as what the net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower (3.0%) or 1-percentage-point higher (5.0%) than the current rate:

Healthcare Trend Rate	Net OPEB Liability (Asset)
1% Decrease (3.0%)	$ 62,548,828
Current Healthcare Trend Rate (4.0%)	75,044,077
1% Increase (5.0%)	91,139,637

OPEB Expense

For the year ended June 30, 2021, the District recognized OPEB expense of $8,521,594.

NOTE 13 EMPLOYEE RETIREMENT PLANS

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

As of June 30, 2021, the District's net pension liabilities, deferred outflows of resources, deferred inflows of resources, and pension expense for each of the retirement plans are as follows:

	Net Pension Liability	Deferred Outflows of Resources	Deferred Inflows of Resources	Pension Expense
CalSTRS (STRP)	$ 131,796,240	$ 31,139,354	$ 6,532,333	$ 28,457,197
CalPERS (Schools Pool Plan)	65,753,832	11,270,345	1,019,350	13,265,473
Total	$ 197,550,072	$ 42,409,699	$ 7,551,683	$ 41,722,670

The details of each plan are as follows:

California State Teachers' Retirement System (CalSTRS)

Plan Description

The District contributes to the State Teachers' Retirement Plan (STRP) administered by the California State Teachers' Retirement System (CalSTRS). STRP is a cost-sharing multiple-employer public employee retirement system defined benefit pension plan. Benefit provisions are established by state statutes, as legislatively amended, within the state Teachers' Retirement Law.

Benefits Provided

The STRP provides retirement, disability, and survivor benefits to beneficiaries. Benefits are based on members' final compensation, age, and years of service credit. Members hired on or before December 31, 2012, with five years of credited service are eligible for the normal retirement benefit at age 60. Members hired on or after January 1, 2013, with five years of credited service are eligible for the normal retirement benefit at age 62. The normal retirement benefit is equal to 2.0% of final compensation for each year of credited service. The STRP is comprised of four programs: Defined Benefit Program, Defined Benefit Supplement Program, Cash Balance Benefit Program, and Replacement Benefits Program. The STRP holds assets for the exclusive purpose of providing benefits to members and beneficiaries of these programs. CalSTRS also uses plan assets to defray reasonable expenses of administering the STRP. Although CalSTRS is the administrator of the STRP, the state is the sponsor of the STRP and obligor of the trust. In addition, the state is both an employer and nonemployer contributing entity to the STRP.

The District contributes to the STRP Defined Benefit Program and STRP Defined Benefit Supplement Program, thus disclosures are not included for the other plans.

NOTE 13 EMPLOYEE RETIREMENT PLANS (CONTINUED)

California State Teachers' Retirement System (CalSTRS) (Continued)

Benefits Provided (Continued)

The STRP provisions and benefits in effect at June 30, 2021 are summarized as follows:

Provisions and Benefits	STRP Defined Benefit Program and Supplement Program	
Hire Date	On or Before December 31, 2012	On or After January 1, 2013
Benefit Formula	2% at 60	2% at 62
Benefit Vesting Schedule	5 Years of Service	5 Years of Service
Benefit Payments	Monthly for Life	Monthly for Life
Retirement Age	60	62
Monthly Benefits as a Percentage of Eligible Compensation	2.0% - 2.4%	2.0% - 2.4%
Required Employee Contribution Rate	10.250%	10.205%
Required Employer Contribution Rate	16.150%	16.150%
Required State Contribution Rate	10.328%	10.328%

Contributions

Required member, District, and state of California contribution rates are set by the California Legislature and Governor and detailed in Teachers' Retirement Law. The contributions rates are expressed as a level percentage of payroll using the entry age normal actuarial method. The contribution rates for each plan for the year ended June 30, 2021 are presented above and the total District contributions were $11,797,073.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2021, the District reported a liability for its proportionate share of the net pension liability that reflected a reduction for state pension support provided to the District. The amount recognized by the District as its proportionate share of the net pension liability, the related state support, and the total portion of the net pension liability that was associated with the District were as follows:

	Balance June 30, 2021
District Proportionate Share of the Net Pension Liability	$ 131,796,240
State's Proportionate Share of the Net Pension Liability Associated with the District	67,940,427
Total	$ 199,736,667

The net pension liability was measured as of June 30, 2020. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating school districts and the state, actuarially determined. At June 30, 2020, the District's proportion was 0.1360% which is a decrease of 0.0010% from its proportion measured as of June 30, 2019.

NOTE 13 EMPLOYEE RETIREMENT PLANS (CONTINUED)

California State Teachers' Retirement System (CalSTRS) (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

For the year ended June 30, 2021, the District recognized pension expense of $18,952,730. In addition, the District recognized revenue and corresponding expense of $9,504,467 for contributions provided by the state. At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension Contributions Subsequent to Measurement Date	$ 11,797,073	$ -
Differences Between Expected and Actual Experience	232,560	3,716,880
Changes of Assumptions	12,852,000	-
Changes in Proportion	3,127,001	2,815,453
Net Differences Between Projected and Actual Earnings on Pension Plan Investments	3,130,720	-
Total	$ 31,139,354	$ 6,532,333

The deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2022. The net difference between projected and actual earnings on plan investments is amortized over a five-year period on a straight-line basis.

All other deferred outflows of resources and deferred inflows of resources are amortized over the expected average remaining service life (EARSL) of the plan participants. The EARSL for the STRP for the June 30, 2020 measurement date is seven years.

The remaining amount will be recognized to pension expense as follows:

Year Ending June 30,	Amortization
2022	$ 1,709,674
2023	4,424,923
2024	5,297,828
2025	1,600,059
2026	(114,470)
2027	(108,066)
Total	$ 12,809,948

NOTE 13 EMPLOYEE RETIREMENT PLANS (CONTINUED)

California State Teachers' Retirement System (CalSTRS) (Continued)

Actuarial Methods and Assumptions

Total pension liability for STRP was determined by applying update procedures to a financial reporting actuarial valuation as of June 30, 2019, and rolling forward the total pension liability to June 30, 2020. No material changes in assumptions or benefit terms occurred between the actuarial valuation date and the measurement date. The financial reporting actuarial valuation as of June 30, 2019 used the following methods and assumptions, applied to all prior periods included in the measurement:

Valuation Date	June 30, 2019
Measurement Date	June 30, 2020
Experience Study	July 1, 2015 through June 30, 2018
Actuarial Cost Method	Entry Age Normal
Discount Rate	7.10%
Investment Rate of Return	7.10%
Consumer Price Inflation	2.75%
Wage Growth	3.50%

CalSTRS uses a generational mortality assumption, which involves the use of a base mortality table and projection scales to reflect expected annual reductions in mortality rates at each age, resulting in increases in life expectancies each year into the future. The base mortality tables are CalSTRS custom tables derived to best fit the patterns of mortality among its members. The projection scale was set equal to 110% of the ultimate improvement factor from the Mortality Improvement Scale (MP-2019) table, issued by the Society of Actuaries.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. The best estimate ranges were developed using capital market assumptions from CalSTRS investment staff and investment consultants and adopted by the CalSTRS Board in January 2020. Best estimates of 20-year geometrically linked real rates of return and the assumed asset allocation for each major asset class used as input to develop the actuarial investment rate of return are summarized in the following table:

Asset Class	Assumed Asset Allocation	Long-Term Expected Real Rate of Return
Public Equity	42 %	4.80 %
Real Estate	15	3.60
Private Equity	13	6.30
Fixed Income	12	1.30
Risk Mitigating Strategies	10	1.80
Inflation Sensitive	6	3.30
Cash/Liquidity	2	(0.40)

NOTE 13 EMPLOYEE RETIREMENT PLANS (CONTINUED)

California State Teachers' Retirement System (CalSTRS) (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 7.10%, which was unchanged from prior fiscal year. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at statutory contribution rates. Projected inflows from investment earnings were calculated using the long-term assumed investment rate of return of 7.10% and assume that contributions, benefit payments, and administrative expense occur midyear. Based on these assumptions, the STRP's fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term assumed investment rate of return was applied to all periods of projected benefit payments to determine the total pension liability.

The following presents the District's proportionate share of the net pension liability calculated using the current discount rate as well as what the net pension liability would be if it were calculated using a discount rate that is 1% lower or higher than the current rate:

Discount Rate	Net Pension Liability
1% Decrease (6.10%)	$ 199,125,760
Current Discount Rate (7.10%)	131,796,240
1% Increase (8.10%)	76,206,240

Changes of Assumptions

During the fiscal year of the measurement date of June 30, 2020, CalSTRS completed an experience study for the period starting July 1, 2015 and ending June 30, 2018. The experience study was adopted by the CaSTRS Board in January 2020. As a result of the study, certain assumptions used in determining the net pension liability of the STRP changed, including termination rates and service rates.

Plan Fiduciary Net Position

Detailed information about the STRP's plan fiduciary net position is available in a separate comprehensive annual financial report on the CalSTRS website. Copies of the CalSTRS annual financial report may be obtained from CalSTRS.

California Public Employees Retirement System (CalPERS)

Plan Description

Qualified employees are eligible to participate in the Schools Pool Plan under the California Public Employees' Retirement System (CalPERS), a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalPERS. The plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by state statutes, as legislatively amended, within the Public Employees' Retirement Law.

NOTE 13 EMPLOYEE RETIREMENT PLANS (CONTINUED)

California Public Employees Retirement System (CalPERS) (Continued)

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of service credit, a benefit factor, and the member's final compensation. Members hired on or before December 31, 2012, with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. Members hired on or after January 1, 2013, with five years of total service are eligible to retire at age 52 with statutorily reduced benefits. All members are eligible for nonduty disability benefits after 5 years of service. The Basic Death Benefit is paid to any member's beneficiary if the member dies while actively employed. An employee's eligible survivor may receive the 1957 Survivor Benefit if the member dies while actively employed, is at least age 50 (or 52 for members hired on or after January 1, 2013), and has at least 5 years of credited service. The cost-of-living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The CalPERS provisions and benefits in effect at June 30, 2021, are summarized as follows:

Provisions and Benefits	Schools Pool Plan (CalPERS)	
Hire Date	On or Before December 31, 2012	On or After January 1, 2013
Benefit Formula	2% at 55	2% at 62
Benefit Vesting Schedule	5 Years of Service	5 Years of Service
Benefit Payments	Monthly for Life	Monthly for Life
Retirement Age	55	62
Monthly Benefits as a Percentage of Eligible Compensation	1.1% - 2.5%	1.0% - 2.5%
Required Employee Contribution Rate	7.00%	7.00%
Required Employer Contribution Rate	20.70%	20.70%

Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Total plan contributions are determined through the CalPERS annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. The contributions rates are expressed as percentage of annual payroll. The contribution rates for each plan for the year ended June 30, 2021 are as presented above and the total District contributions were $6,328,053.

NOTE 13 EMPLOYEE RETIREMENT PLANS (CONTINUED)

California Public Employees Retirement System (CalPERS) (Continued)

Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

As of June 30, 2021, the District reported net pension liabilities for its proportionate share of the CalPERS net pension liability totaling $65,753,832. The net pension liability was measured as of June 30, 2020. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating school districts, actuarially determined. At June 30, 2020, the District's proportion was 0.2143% which is a decrease of 0.0048% from its proportion measured as of June 30, 2019.

For the year ended June 30, 2021, the District recognized pension expense of $11,327,807. In addition, the District recognized revenue and corresponding expense of $1,937,666 for contributions provided by the state that are not considered a special funding situation and was determined by the same proportion above. At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension Contributions Subsequent to Measurement Date	$ 6,328,053	$ -
Differences Between Expected and Actual Experience	3,261,188	-
Changes of Assumptions	241,122	-
Changes in Proportion	71,196	1,019,350
Net Differences Between Projected and Actual Earnings on Pension Plan Investments	1,368,786	-
Total	$ 11,270,345	$ 1,019,350

The deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2022. The net difference between projected and actual earnings on plan investments is amortized over a five-year period on a straight-line basis.

All other deferred outflows of resources and deferred inflows of resources are amortized over the expected average remaining service life (EARSL) of the plan participants. The EARSL for the CalPERS Schools Pool Plan for the June 30, 2020 measurement date is 4.1 years.

NOTE 13 EMPLOYEE RETIREMENT PLANS (CONTINUED)

California Public Employees Retirement System (CalPERS) (Continued)

Pension Liabilities, Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions (Continued)

The remaining amount will be recognized in pension expense as follows:

Year Ending June 30,	Amortization
2022	$ 1,419,443
2023	1,083,550
2024	796,656
2025	623,293
Total	$ 3,922,942

Actuarial Methods and Assumptions

Total pension liability for the Schools Pool Plan was determined by applying update procedures to a financial reporting actuarial valuation as of June 30, 2019, and rolling forward the total pension liability to June 30, 2020. No material changes in assumptions or benefit terms occurred between the actuarial valuation date and the measurement date. The financial reporting actuarial valuation as of June 30, 2019 used the following methods and assumptions, applied to all prior periods included in the measurement:

Valuation Date	June 30, 2019
Measurement Date	June 30, 2020
Experience Study	July 1, 1997 through June 30, 2015
Actuarial Cost Method	Entry Age Normal
Discount Rate	7.15%
Investment Rate of Return	7.15%
Consumer Price Inflation	2.50%
Wage Growth	Varies by Entry Age and Service

Mortality assumptions are based on mortality rates resulting from the most recent CalPERS experience study adopted by the CalPERS Board. For purposes of the postretirement mortality rates, those revised rates include 15 years of mortality improvements using 90% of scale MP 2016 published by the Society of Actuaries.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

NOTE 13 EMPLOYEE RETIREMENT PLANS (CONTINUED)

California Public Employees Retirement System (CalPERS) (Continued)

Actuarial Methods and Assumptions (Continued)

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Assumed Asset Allocation	Long-Term Expected Real Rate of Return
Global Equity	50 %	5.98 %
Fixed Income	28	2.62
Real Assets	13	4.93
Private Equity	8	7.23
Liquidity	1	(0.92)

Discount Rate

The discount rate used to measure the total pension liability was 7.15% and reflects the long-term expected rate of return for the Schools Pool Plan net of investment expenses and without reduction for administrative expenses. The projection of cash flows used to determine the discount rate assumed the contributions from plan members and employers will be made at statutory contribution rates. Based on these assumptions, the Schools Pool Plan fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine total pension liability.

The following presents the District's proportionate share of the net pension liability calculated using the current discount rate as well as what the net pension liability would be if it were calculated using a discount rate that is 1% lower or higher than the current rate:

Discount Rate	Net Pension Liability
1% Decrease (6.15%)	$ 94,533,124
Current Discount Rate (7.15%)	65,753,832
1% Increase (8.15%)	41,868,464

Plan Fiduciary Net Position

Detailed information about CalPERS Schools Pool Plan fiduciary net position is available in a separate comprehensive annual financial report available on the CalPERS website. Copies of the CalPERS annual financial report may be obtained from CalPERS.

NOTE 14 ALTERNATE PENSION PLANS

Accumulation Program for Part-Time and Limited Service Employees (APPLE)

Plan Description and Contribution Information

The Accumulation Program for Part-Time and Limited Service Employees (APPLE) is a defined contribution plan qualifying under Section 401(a) and Section 501 of the Internal Revenue Code (IRC). The plan covers part-time, seasonal, and temporary employees and employees not covered by Section 3121(b)(7)(F) of the IRC. The benefit provisions and contribution requirements of plan members and the District are established and may be amended by the APPLE Administration Committee. Contributions of 7.5% of covered compensation of eligible employees are made by the employee. Employees receive their contributions plus accumulated earnings upon withdrawal.

Contribution by Employee for the Year	$60,210
Contributions by Employer for the Year	$-
Pension Expense Recognized by Employer	$-

Total contributions made are 100% of the amount of contributions required for fiscal year ended June 30, 2021.

NOTE 15 JOINT POWERS AGREEMENTS

The District participates in three joint power agreement (JPA) entities: the West San Gabriel Workers' Compensation JPA (WSGWCJPA), the West San Gabriel Liability and Property JPA (WSGLPJPA), and the Alliance of Schools in Cooperative Insurance Programs (ASCIP).

WSGWCJPA provides workers' compensation coverage for its eight member school districts.

WSGLPJPA arranges for and provides property and liability insurance for its ten member school districts.

ASCIP provides the District with vision and dental programs.

Each JPA is governed by a board consisting of a representative from each member district. Each governing board controls the operations of its JPA independent of any influence by the District beyond the District's representation on the governing boards.

Each JPA is independently accountable for its fiscal matters and maintains their own accounting records. Budgets are not subject to any approval other than that of the respective governing boards. Member districts share surpluses and deficits proportionately to their participation in the JPA. Separate financial statements for each JPA may be obtained from the respective entity.

NOTE 15 JOINT POWERS AGREEMENTS (CONTINUED)

The relationships between the District and the JPAs are such that neither JPA is a component unit of the District for financial reporting purposes.

Condensed financial information is as follows:

JPA Condensed Financial Information	WSGWCJPA June 30, 2021 (Audited)	WSGLPJPA June 30, 2021 (Audited)	ASCIP June 30, 2021 (Unaudited)
Total Assets and Deferred Outflows of Resources	$ 24,370,164	$ 12,809,564	$ 530,515,148
Total Liabilities and Deferred Inflows of Resources	1,049,117	1,653,563	303,794,703
Net Position	23,321,047	11,156,001	226,720,445
Total Revenues	8,086,294	7,855,063	278,714,348
Total Expenditures	7,885,391	7,835,231	276,359,620

NOTE 16 COMMITMENTS AND CONTINGENCIES

Litigation

The District is involved in claims and legal actions arising in the ordinary course of business. In the opinion of management, the ultimate disposition of these matters will not have a material adverse effect on the District's financial statements.

State and Federal Allowances, Awards, and Grants

The District has received state and federal funds for specific purposes, including reimbursement of mandated costs, which are subject to review and audit by the grantor agencies. Although such audits could generate expenditure disallowances under terms of the grants, it is believed that any required reimbursement will not be material.

Purchase Commitments

As of June 30, 2021, the District was committed under various capital expenditure purchase agreements for construction and modernization projects totaling approximately $3 million. Projects will be funded through Bond Proceeds and Capital Facilities Funds.

COVID-19

The Coronavirus Disease 2019 (COVID-19) has recently affected global markets, supply chains, employees of companies and our communities. Potential impacts to the District associated with the COVID-19 pandemic include, but are not limited to, challenges to delivery of public education, increasing costs, disruption to cash flow associated with state apportionment deferrals and lost revenue for fee generating programs.

In response to the COVID-19 pandemic, the District implemented distance learning for all students during fiscal year 19/20 and through the Spring of fiscal year 20/21, returning to in person learning in late Spring of 2021 and 21/22. In addition, the District has certified acceptance of Coronavirus Aid, Relief and Economic Security Act (CARES), Coronavirus Response and Relief Supplemental Appropriations Act (CRSSA), and American Rescue Plan Act (ARPA) funding appropriated for distribution to school districts in the 20/21 and 21/22 California State Budgets.

NOTE 16 COMMITMENTS AND CONTINGENCIES (CONTINUED)

COVID-19 (Continued)

The COVID-19 pandemic is ongoing, and the duration and severity of the pandemic and the economic and other actions that may be taken by governmental authorities to contain the pandemic or to treat its impact are uncertain. The ultimate impact of COVID-19 on the operations and finances of the District is unknown at this time. The District continues to actively monitor revenues, expenses, and collection of receivables so that any further impacts can be anticipated.

The District does not currently expect that the COVID-19 pandemic will have a material adverse effect on the District's ability to pay general obligation bonds. The source for debt service payments is tax assessments; the County Auditor-Controller's Office has not communicated a reduction in tax levies or receipts that would negatively affect the District's ability to make debt service payments.

NOTE 17 CHANGE IN ACCOUNTING PRINCIPLE

The beginning net position of the statement of activities and the beginning fund balance of the nonmajor fund in the statement of revenues, expenditures, and changes in fund balances – governmental funds has been restated by $1,945,915 to recognize the beginning balance of the associated student body funds as a result of the implementation of GASB Statement No. 84, *Fiduciary Activities*. Student body activity was previously reported as fiduciary activities.

REQUIRED SUPPLEMENTARY INFORMATION

BURBANK UNIFIED SCHOOL DISTRICT
SCHEDULE OF BUDGETARY COMPARISON FOR THE GENERAL FUND
YEAR ENDED JUNE 30, 2021

	Budgetary Amounts		Actual
	Original	Final	Amounts
REVENUES			
Local Control Funding Formula Sources:			
State Apportionments	$ 72,386,356	$ 82,799,862	$ 79,646,768
Local Sources	55,386,373	56,325,724	58,413,239
Total Local Control Funding Formula Sources	127,772,729	139,125,586	138,060,007
Federal Sources	7,236,437	34,002,975	15,965,273
Other State Sources	16,197,898	31,607,353	32,429,119
Other Local Sources	2,737,143	3,110,618	3,441,841
Total Revenues	153,944,207	207,846,532	189,896,240
EXPENDITURES			
Certificated Salaries	72,487,936	76,921,290	74,323,952
Classified Salaries	28,037,795	27,417,582	29,003,468
Employee Benefits	36,276,748	36,155,084	42,929,079
Books and Supplies	4,322,306	16,441,231	6,394,024
Services and Other Operating Expenditures	18,023,368	22,211,949	19,415,389
Capital Outlay	161,915	272,594	221,764
Other Outgo	1,015,034	940,659	751,073
Direct Support - Indirect Cost	(792,635)	(537,153)	(539,138)
Debt Service	2,249,480	2,141,807	1,878,540
Total Expenditures	161,781,947	181,965,043	174,378,151
Excess (Deficiency) of Revenues over Expenditures	(7,837,740)	25,881,489	15,518,089
OTHER FINANCING SOURCES (USES)			
Interfund Transfers Out	(1,188,396)	(1,262,478)	(1,077,674)
All Other Financing Sources	9,000,000	-	-
Total Other Financing Uses	7,811,604	(1,262,478)	(1,077,674)
NET CHANGE IN FUND BALANCE	$ (26,136)	$ 24,619,011	14,440,415
Fund Balances - Beginning of Year			16,346,413
FUND BALANCES - END OF YEAR			$ 30,786,828

See accompanying Notes to Required Supplementary Information.

BURBANK UNIFIED SCHOOL DISTRICT
SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
MEASUREMENT PERIODS ENDED JUNE 30,

CalSTRS - STRP	2020	2019	2018	2017	2016	2015	2014
District's Proportion of the Net Pension Liability	0.1360%	0.1370%	0.1340%	0.1350%	0.1400%	0.1360%	0.1310%
District's Proportionate Share of the Net Pension Liability	$131,796,240	$123,732,920	$123,155,380	$124,848,000	$113,233,400	$ 91,560,640	$ 76,552,470
State's Proportionate Share of the Net Pension Liability Associated with the District	67,940,427	67,505,113	70,512,560	73,859,624	64,471,245	48,425,355	46,226,151
Total	$199,736,667	$191,238,033	$193,667,940	$198,707,624	$177,704,645	$139,985,995	$122,778,621
District's Covered Payroll	$ 77,210,000	$ 75,200,000	$ 73,600,000	$ 73,600,000	$ 67,800,000	$ 64,300,000	$ 56,000,000
District's Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll	171%	165%	167%	170%	167%	142%	137%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	72%	73%	71%	69%	70%	74%	77%

CalPERS - Schools Pool Plan	2020	2019	2018	2017	2016	2015	2014
District's Proportion of the Net Pension Liability	0.2143%	0.2191%	0.2198%	0.2183%	0.2159%	0.2166%	0.2172%
District's Proportionate Share of the Net Pension Liability	$ 65,753,832	$ 63,855,055	$ 58,605,600	$ 52,113,972	$ 42,640,384	$ 31,927,054	$ 24,657,488
District's Covered Payroll	$ 31,285,000	$ 30,700,000	$ 28,900,000	$ 28,600,000	$ 26,100,000	$ 24,200,000	$ 21,300,000
District's Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll	210%	208%	203%	182%	163%	132%	116%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	70%	70%	71%	72%	74%	79%	83%

Note: Accounting standards require presentation of 10 years of information. However, the information in this schedule is not required to be presented retroactively. Years will be added to this schedule as future data becomes available.

The amounts are reported as of the previous fiscal year to align with the measurement date of the net pension liability.

See accompanying Notes to Required Supplementary Information.

BURBANK UNIFIED SCHOOL DISTRICT
SCHEDULE OF DISTRICT CONTRIBUTIONS
YEARS ENDED JUNE 30,

CalSTRS - STRP	2021	2020	2019	2018	2017	2016	2015
Contractually Required Contribution	$ 11,797,073	$ 13,202,547	$ 12,240,467	$ 10,619,489	$ 9,259,795	$ 7,279,029	$ 5,708,080
Contributions in Relation to the Contractually Required Contribution	11,797,073	13,202,547	12,240,467	10,619,489	9,259,795	7,279,029	5,708,080
Contribution Deficiency (Excess)	$ -	$ -	$ -	$ -	$ -	$ -	$ -
District's Covered Payroll	$ 73,047,000	$ 77,210,000	$ 75,200,000	$ 73,600,000	$ 73,600,000	$ 67,800,000	$ 64,300,000
Contributions as a Percentage of Covered Payroll	16.15%	17.10%	16.28%	14.43%	12.58%	10.73%	8.88%

CalPERS - Schools Pool Plan	2021	2020	2019	2018	2017	2016	2015
Contractually Required Contribution	$ 6,328,053	$ 6,169,553	$ 5,553,146	$ 4,487,272	$ 3,969,039	$ 3,089,291	$ 2,874,389
Contributions in Relation to the Contractually Required Contribution	6,328,053	6,169,553	5,553,146	4,487,272	3,969,039	3,089,291	2,874,389
Contribution Deficiency (Excess)	$ -	$ -	$ -	$ -	$ -	$ -	$ -
District's Covered Payroll	$ 30,570,000	$ 31,285,000	$ 30,700,000	$ 28,900,000	$ 28,600,000	$ 26,100,000	$ 24,200,000
Contributions as a Percentage of Covered Payroll	20.70%	19.72%	18.06%	15.53%	13.89%	11.85%	11.77%

Note: Accounting standards require presentation of 10 years of information. However, the information in this schedule is not required to be presented retroactively. Years will be added to this schedule as future data becomes available.

See accompanying Notes to Required Supplementary Information.

BURBANK UNIFIED SCHOOL DISTRICT
SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY AND RELATED RATIOS
YEARS ENDED JUNE 30,

Total OPEB Liability	2021	2020	2019	2018	2017
Service Cost	$ 4,086,126	$ 2,512,624	$ 2,439,441	$ 1,355,260	$ 1,315,786
Interest	1,671,505	1,923,092	1,928,343	2,508,707	2,360,547
Difference Between Expected and Actual Experience	155,686	3,116,336	(6,252,533)	-	-
Changes in Assumptions	425,765	12,240,624	15,297,309	-	-
Benefit Payments*	(2,033,251)	(1,687,738)	(1,578,458)	(1,462,800)	(958,527)
Net Change in Total OPEB Liability	4,305,831	18,104,938	11,834,102	2,401,187	2,717,806
Total OPEB Liability - Beginning	74,872,739	56,767,801	44,933,699	42,532,532	39,814,726
Total OPEB Liability - Ending (a)	$ 79,178,570	$ 74,872,739	$ 56,767,801	$ 44,933,699	$ 42,532,532
Plan Fiduciary Net Position	2021	2020	2019	2018	2017
Contributions - Employer*	$ 503,251	$ 297,738	$ 220,489	$ 1,363,850	$ 1,913,143
Net Investment Income	376,164	415,076	446,181	93,836	188,955
Benefit Payments*	(2,033,251)	(1,687,738)	(1,578,458)	(1,462,800)	(958,527)
Administrative Expense	(5,000)	(9,017)	(5,371)	(8,086)	(7,802)
Net Change in Plan Fiduciary Net Position	(1,158,836)	(983,941)	(917,159)	(13,200)	1,135,769
Plan Fiduciary Net Position - Beginning	5,294,329	6,278,270	7,195,429	7,208,629	6,072,860
Plan Fiduciary Net Position - Ending (b)	$ 4,135,493	$ 5,294,329	$ 6,278,270	$ 7,195,429	$ 7,208,629
Net OPEB Liability (Asset) - Ending (a) - (b)	$ 75,043,077	$ 69,578,410	$ 50,489,531	$ 37,738,270	$ 35,323,903
Plan Fiduciary Net Position as a Percentage of the Total OPEB Liability	5.22%	7.07%	11.06%	16.01%	16.95%
Covered Payroll	$ 114,941,608	$ 111,865,312	$ 108,871,350	$ 105,700,340	$ 108,080,227
Net OPEB Liability (Asset) as a Percentage of Covered Payroll	65.29%	62.20%	46.38%	35.70%	32.68%

* Amount includes implicit subsidy associated with benefits paid.

Note: Accounting standards require presentation of 10 years of information. However, the information in the schedule is not required to be presented retroactively. Years will be added to this schedule as future data becomes available.

See accompanying Notes to Required Supplementary Information.

BURBANK UNIFIED SCHOOL DISTRICT
SCHEDULE OF POSTEMPLOYMENT HEALTHCARE BENEFITS
EMPLOYER CONTRIBUTIONS
YEARS ENDED JUNE 30,

OPEB Contributions	2021 *	2020 *	2019	2018	2017
Actuarially Determined Contribution (ADC)	$ -	$ -	$ 3,280,900	$ 3,295,674	$ 3,082,097
Contributions in Relation to the ADC	-	-	220,489	1,363,850	1,913,143
Contribution Deficiency (Excess)	$ -	$ -	$ 3,060,411	$ 1,931,824	$ 1,168,954
District's Covered Payroll	$ -	$ -	$ 108,871,350	$ 105,700,340	$ 105,700,340
Contributions as a Percentage of Covered Payroll	n/a	n/a	0.20%	1.29%	1.81%

* An Actuarially Determined Contribution (ADC) was not calculated for the 2020 and 2021.

See accompanying Notes to Required Supplementary Information.

BURBANK UNIFIED SCHOOL DISTRICT
SCHEDULE OF POSTEMPLOYMENT HEALTHCARE BENEFITS
MONEY-WEIGHTED RATE OF RETURN ON PLAN ASSETS
YEARS ENDED JUNE 30,

	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017
Annual Money-Weighted Rate of Return, Net of Investment Expense	7.45%	4.50%	7.45%	2.70%	2.96%

Note: Accounting standards require presentation of 10 years of information. However, the information in this schedule is not required to be presented retroactively. Years will be added to this schedule as future data becomes available.

See accompanying Notes to Required Supplementary Information.

NOTE 1 PURPOSE OF SCHEDULES

Schedule of Budgetary Comparison for the General

A budgetary comparison is presented for the general fund that has a legally adopted annual budget. This schedule presents the budget as originally adopted, the revised budget as of the fiscal year-end, actual amounts at fiscal year-end, and any adjustments needed to present the amounts in accordance with accounting principles generally accepted in the United States of America (GAAP).

Schedules of District's Proportionate Share of the Net Pension Liability – CalSTRS (STRP) and CalPERS (Schools Pool Plan)

The schedule presents information on the District's proportionate share of the net pension liability, the plans' fiduciary net position and, when applicable, the state's proportionate share of the net pension liability associated with the District. In the future, as data becomes available, 10 years of information will be presented.

Benefit changes – None

Changes of Assumptions:

2019-20
CalSTRS Board adopted a new experience study which updated assumptions for termination rates and service rates.

2018-19
CalPERS Board adopted new mortality assumptions for the plan. Assumption for inflation rate was reduced from 2.75% to 2.50%. Assumption for individual salary increases and overall payroll growth was reduced from 3.00% to 2.75%.

2017-18
CalSTRS Board adopted new mortality assumptions and new mortality tables for the plan. Assumption for inflation rate was reduced from 3.00% to 2.75%. Assumption for payroll growth was reduced from 3.75% to 3.50%.

CalPERS applied a new discount rate decreasing the rate from 7.65% to 7.15%.

2015-16
CalPERS applied a new discount rate increasing the rate from 7.50% to 7.65%.

Schedules of District Contributions – CalSTRS (STRP) and CalPERS (Schools Pool Plan)

The schedule presents information on the District's required contribution, the amounts actually contributed and any excess or deficiency related to the required contribution. In the future, as data becomes available, 10 years of information will be presented.

NOTE 1 PURPOSE OF SCHEDULES (CONTINUED)

Schedule of Changes in the Net OPEB Liability and Related Ratios

The schedule is intended to show trends about the changes in the District's actuarially determined liability for postemployment benefits other than pensions.

Benefit changes – None.

Changes in Assumptions:

2020-21
The discount rate was changed from 2.20% to 2.16%.

2019-20
The discount rate was changed from 3.36% to 2.20%. The healthcare trend rate was changed from 4.90% to 4.00% Assumed rates of retirement, termination, and mortality have been updated to align with those currently being used by the statewide pension system.

2018-19
The discount rate was changed from 6.00% to 3.36%. The healthcare trend rate was changed from 6.00% decreasing to 5.00% to 4.90%

2017-18
The discount rate was changed from 3.13% to 3.62%

Schedule of Postemployment Healthcare Benefits Employer Contributions

The schedule is intended to show trends about the amounts contributed in relation to the actuarially determined contribution.

Benefit Changes: None

Changes in Assumptions:

2020-2021
The discount rate was changed from 2.20% to 2.16%

2019-2020
The discount rate was changed from 3.26% to 2.20%

2018-2019
The discount rate was changed from 6.00% to 3.91%

Mortality rates were based on 2020 CalSTRS Mortality tables for Certificated employees, and 2017 CalPERS Mortality for Miscellaneous and Schools Employees for Classified employees.

Schedule of Postemployment Healthcare Benefits Money-Weighted Rate of Return on Plan Assets

The schedule is intended to show trends about the rate of return on plan assets.

NOTE 2 EXCESS OF EXPENDITURES OVER APPROPRIATIONS

Excesses of expenditures over appropriations, by major object accounts, occurred in the General Fund as follows:

Classified Salaries	$ (1,585,886)
Employee Benefits	(6,773,995)

SUPPLEMENTARY INFORMATION

BURBANK UNIFIED SCHOOL DISTRICT
HISTORY AND ORGANIZATION
YEAR ENDED JUNE 30, 2021

The District was established on July 1, 1936, and is comprised of an area of approximately 17.1 square miles located in Los Angeles County. There were no changes in the boundaries of the District during the year. The District operates eleven elementary schools, three middle schools, two comprehensive high schools, one adult school, one continuation high school, a special education school, and 11 children's centers.

The Board of Education and the District Administrators for the fiscal year ended June 30, 2021 were as follows:

BOARD OF EDUCATION

Member	Office	Term Expires
Ms. Charlene Tabet	President	December 2022
Mr. Steve Frintner	Vice President	December 2022
Ms. Emily Weisberg	Clerk	December 2024
Dr. Armond Aghakhanian	Member	December 2024
Mr. Steve Ferguson	Member	December 2024

DISTRICT ADMINISTRATORS

Mr. Matt Hill, Ed.D	Superintendent
Ms. Debbie Kukta	Assistant Superintendent of Administrative Services

BURBANK UNIFIED SCHOOL DISTRICT
SCHEDULE OF INSTRUCTIONAL TIME
YEAR ENDED JUNE 30, 2021

Grade Level	Number of Days Offered Traditional	Status
Kindergarten	180	In Compliance
Grade 1	180	In Compliance
Grade 2	180	In Compliance
Grade 3	180	In Compliance
Grade 4	180	In Compliance
Grade 5	180	In Compliance
Grade 6	180	In Compliance
Grade 7	180	In Compliance
Grade 8	180	In Compliance
Grade 9	180	In Compliance
Grade 10	180	In Compliance
Grade 11	180	In Compliance
Grade 12	180	In Compliance

BURBANK UNIFIED SCHOOL DISTRICT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED JUNE 30, 2021

Program Name	Federal Catalog Number	Pass-Through Entity Identifying Number	Total Program Expenditures	Amounts Passed Through to Subrecipients
United States Department of Agriculture				
Pass-Through Program From California Department of Education:				
Child Nutrition Cluster:				
Child Nutrition Program - Basic Breakfast	10.553	13525	$ 155,213	$ -
Child Nutrition Program - Especially Needy Breakfast	10.553	13526	433,712	-
Child Nutrition Program - Lunch	10.555	13396	1,016,690	-
Child Nutrition Program - Commodities	10.555	13396	32,490	-
Total Child Nutrition Cluster			1,638,105	-
Child Nutrition: CCFP Claims - Centers and Family Day Care	10.558	13393	20,196	-
Total United States Department of Agriculture			1,658,301	-
United States Department of Treasury				
Pass-Through Programs From the California Department of Education				
COVID-19 - Coronavirus Relief Fund: Learning Loss Mitigation	21.019	25516	6,840,423	-
Total United States Department of Treasury			6,840,423	-
United States Department of Education				
Pass-Through Program From Foothill-SELPA				
Special Education Cluster:				
IDEA: Local Assistance Entitlement, Part B, Sec 611 (Formerly 94-142)	84.027	13379	2,847,536	-
IDEA: Local Private Schools	84.027	10115	39,436	-
IDEA: Preschool Grants	84.173	13430	77,198	-
IDEA: Preschool Staff Development	84.173A	13431	923	-
IDEA: Mental Health Services, Part B, Sec 611	84.027A	15197	172,241	-
IDEA: We Can Work	84.027	01110	75,122	-
Total Special Education Cluster			3,212,456	-
Subtotal Passed through from Foothill-SELPA			3,212,456	-
Pass-Through Programs From the California Department of Education				
Education Stabilization Fund (ESF):				
COVID-19 - Elementary and Secondary School Emergency Relief (ESSERI)	84.425D	15536	406,231	-
COVID-19 - Elementary and Secondary School Emergency Relief (ESSERII)	84.425D	15517	2,151,946	-
COVID-19 - Elementary and Secondary School Emergency Relief (ESSERIII)	84.425D	15559	644,400	-
Subtotal: Education Stabilization Fund			3,202,577	-
Title III, Language Acquisition Grants:				
Title III, Limited English Proficiency	84.365	15146	185,486	-
Title III, Immigrant Education	84.365	14346	51,509	-
Total Title III, Language Acquisition Grants			236,995	-
Adult Education Basic Grants to States:				
Adult Basic Education & ELA	84.002A	14508	148,951	-
Adult Education: Adult Secondary Education, Section 231	84.002	13978	75,578	-
English Literacy and Civics Education	84.002A	14109	34,524	-
Total Adult Education Basic Grants to States			259,053	-
Title I, Part A, Basic Grants Low-Income and Neglected	84.010	14329	1,736,593	-
Title I, School Improvement Funding	84.010	15438	58,124	-
Title II, Supporting Effective Instruction	84.367	14341	182,158	-
Title IV, Part A, Student Support and Academic Enrichment Grants	84.424	15396	91,850	-
Carl D. Perkins Career and Technical Education: Secondary, Section 131	84.048	14894	74,932	-
Subtotal Passed through from the California Department of Education			5,842,282	-
Total United States Department of Education			9,054,738	-

BURBANK UNIFIED SCHOOL DISTRICT
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (CONTINUED)
YEAR ENDED JUNE 30, 2021

Program Name	Federal Catalog Number	Pass-Through Entity Identifying Number	Total Program Expenditures	Amounts Passed Through to Subrecipients
United States Department of Health and Human Services				
Pass-Through Program From California Department of Education:				
Child Development - Federal Child Care Cluster:				
Child Development - Federal Child Care	93.596	13609	$ 155,934	$ -
Total Child Development - Federal Child Care Cluster			155,934	-
Medicaid Cluster:				
Medi-Cal Billing Option	93.778	10013	184,556	-
Total Medicaid Cluster			184,556	-
Total United States Department of Health and Human Services			340,490	-
Total Federal Programs Expenditures			$ 17,893,952	$ -
Reconciliation to Federal Revenue				
Total Federal Program Expenditures			$ 17,893,952	
Revenues in Excess of Expenditures Related to Federal Entitlements:				
Medi-Cal Billing Option	93.778	10013	144,613	
Child Development - Federal Child Care	93.596	13609	72,205	
Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act - One-time Stipend	93.575	15555	42,998	
Expenditures in Excess of Revenues Related to Federal Entitlements:				
Child Nutrition: CCFP Claims - Centers and Family Day Care	10.558	13393	(649)	
Total Federal Program Revenue			$ 18,153,119	

The District is the recipient of a federal program that does not result in cash receipts or disbursements. The District was granted $32,490 of commodities under the National School Lunch Program (CFDA 10.555).

BURBANK UNIFIED SCHOOL DISTRICT
SCHEDULE OF FINANCIAL TRENDS AND ANALYSIS
YEAR ENDED JUNE 30, 2021

	2022 (Budgeted)	2021	2020	2019
Total Revenues	$ 169,847,112	$ 189,896,240	$ 179,181,244	$ 173,848,038
Total Expenditures	178,350,486	174,378,151	174,177,402	175,444,762
Other Financing Sources (Uses)	(376,513)	(1,077,674)	(575,132)	(823,966)
Change in Fund Balance	(8,879,887)	14,440,415	4,428,710	(2,420,690)
Ending Fund Balance	$ 21,906,941	$ 30,786,828	$ 16,346,413	$ 11,917,703
Available Reserve	$ 10,843,135	$ 13,013,723	$ 7,335,207	$ 5,237,016
Available Reserve %	6%	7%	4%	3%
ADA - P2	14,709	14,733	14,720	14,606
Total Long-Term Liabilities	$ 464,607,723	$ 479,150,821	$ 459,263,002	$ 438,452,169

Available reserves are those amounts reserved for economic uncertainty and any other remaining unassigned fund balance from the General Fund.

The 2022 budget is the original budget adopted by the Board of Education.

For a District this size, the state recommends 3% of total General Fund expenditures, transfers out and other uses. For the year ended June 30, 2021, the District has met this requirement.

BURBANK UNIFIED SCHOOL DISTRICT
SCHEDULE OF CHARTER SCHOOLS
YEAR ENDED JUNE 30, 2021

The District is not the granting agency for any Charter Schools.

BURBANK UNIFIED SCHOOL DISTRICT
RECONCILIATION OF THE ANNUAL FINANCIAL AND BUDGET REPORT
WITH THE AUDITED FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2021

Differences between the fund balances reported on the June 30, 2021 Annual and Financial Budget Report for governmental funds and the audited financial statements are:

	General Fund	Child Development Fund
June 30, 2021 Annual Financial and Budget Report Fund Balance	$ 28,321,079	$ 137,208
Adjustments and Reclassifications:		
Cash	-	(626,915)
Accounts Receivable	2,465,749	-
June 30, 2021 Audited Financial Statement Fund Balance	$ 30,786,828	$ (489,707)

NOTE 1 PURPOSE OF SCHEDULES

Schedule of Instructional Time

This schedule presents information on the amount of instructional time offered by the District and whether the District complied with the provisions of article 8 (commencing with section 46200) of chapter 2 of part 26 of the Education Code.

Schedule of Expenditures of Federal Awards

Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of the District under programs of the federal governmental for the year ended June 30, 2021. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of operations of the District, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the District.

Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance for all awards with the exception of Assistance Listing 21.019, which follows criteria determined by the Department of Treasury for allowability of costs. Under these principles, certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years.

Indirect Cost Rate

The District did not use the 10-percent de minimis indirect cost rate as allowed under the Uniform Guidance.

Payments to Subrecipients

The District did not make any payments to subrecipients.

Schedule of Financial Trends and Analysis

2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting requires that this schedule be prepared showing financial trends of the general fund over the past three fiscal years as well as the current year budget. This schedule is intended to identify if the District faces potential fiscal problems and if they have met the recommended available reserve percentages.

Schedule of Charter Schools

2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting requires that this schedule list all charter schools chartered by the District and inform the users whether or not the charter school information is included in the District's financial statements.

NOTE 1 PURPOSE OF SCHEDULES (CONTINUED)

Reconciliation of Annual Financial and Budget Report with Audited Financial Statements

This schedule provides the information necessary to reconcile the fund balances of all funds as reported on the annual Financial and Budget Report form to the audited financial statements.

OPTIONAL SUPPLEMENTARY INFORMATION

BURBANK UNIFIED SCHOOL DISTRICT
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2021

	Student Activity Fund	Adult Education Fund	Child Development Fund	Cafeteria Fund	Deferred Maintenance Fund	Building Fund	Capital Facilities Fund	County School Facilities Fund	Total Nonmajor Governmental Funds
ASSETS									
Cash in County Treasury	$ -	$ 3,173,627	$ 360,885	$ 330,179	$ 873,662	$ 9,198,098	$ 2,213,673	$ -	$ 16,150,124
Cash on Hand and in Banks	1,697,514	-	-	-	-	-	-	-	1,697,514
Accounts Receivable	-	177,112	236,273	69,938	1,884	21,107	4,293	352	510,959
Due from Other Funds	-	-	-	-	-	-	-	-	-
Stores	-	-	-	25,447	-	-	-	-	25,447
Total Assets	$ 1,697,514	$ 3,350,739	$ 597,158	$ 425,564	$ 875,546	$ 9,219,205	$ 2,217,966	$ 352	$ 18,384,044
LIABILITIES AND FUND BALANCES									
LIABILITIES									
Accounts Payable	$ -	$ 131,208	$ 298,239	$ 54,878	$ 86,595	$ 375,951	$ 1,708	$ -	$ 948,579
Due To Other Funds	-	-	626,915	-	-	-	-	138	627,053
Unearned Revenue	-	-	161,711	202,766	-	-	-	-	364,477
Total Liabilities	-	131,208	1,086,865	257,644	86,595	375,951	1,708	138	1,940,109
FUND BALANCES									
Nonspendable	-	-	-	25,447	-	-	-	-	25,447
Restricted	1,697,514	381,135	-	128,306	-	8,843,254	2,216,258	214	13,266,681
Committed	-	2,838,396	-	-	788,951	-	-	-	3,627,347
Assigned	-	-	-	14,167	-	-	-	-	14,167
Unassigned	-	-	(489,707)	-	-	-	-	-	(489,707)
Total Fund Balances	1,697,514	3,219,531	(489,707)	167,920	788,951	8,843,254	2,216,258	214	16,443,935
Total Liabilities and Fund Balances	$ 1,697,514	$ 3,350,739	$ 597,158	$ 425,564	$ 875,546	$ 9,219,205	$ 2,217,966	$ 352	$ 18,384,044

See accompanying Notes to Optional Supplementary Information.

BURBANK UNIFIED SCHOOL DISTRICT
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2021

	Student Activity Fund	Adult Education Fund	Child Development Fund	Cafeteria Fund	Deferred Maintenance Fund	Building Fund	Capital Facilities Fund	County School Facilities Fund	Total Nonmajor Governmental Funds
REVENUES									
LCFF Sources	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Federal Sources	-	259,053	290,684	1,638,109	-	-	-	-	2,187,846
Other State Sources	-	2,850,235	909,983	147,115	-	-	-	-	3,907,333
Other Local Sources	105,573	94,836	1,252,896	32,567	2,989	57,624	587,975	214	2,134,674
Total Revenues	105,573	3,204,124	2,453,563	1,817,791	2,989	57,624	587,975	214	8,229,853
EXPENDITURES									
Instruction	-	2,076,681	2,676,632	-	-	-	-	-	4,753,313
Instruction-Related Services	-	1,205,770	581,983	-	-	-	-	-	1,787,753
Pupil Services	-	181,926	39,028	2,029,179	-	-	-	-	2,250,133
General Administration	353,974	183,801	252,448	102,869	-	-	-	-	893,092
Plant Services	-	215,436	287,070	66,701	223,243	2,193,097	29,900	-	3,015,447
Total Expenditures	353,974	3,863,614	3,837,161	2,198,749	223,243	2,193,097	29,900	-	12,699,738
Excess (Deficiency) of Revenues over Expenditures	(248,401)	(659,490)	(1,383,598)	(380,958)	(220,254)	(2,135,473)	558,075	214	(4,469,885)
OTHER FINANCING SOURCES									
Interfund Transfers In	-	183,783	893,891	-	-	-	-	-	1,077,674
Total Other Financing Sources	-	183,783	893,891	-	-	-	-	-	1,077,674
NET CHANGES IN FUND BALANCE	(248,401)	(475,707)	(489,707)	(380,958)	(220,254)	(2,135,473)	558,075	214	(3,392,211)
Fund Balance - Beginning of Year, As Originally Stated	-	3,695,238	-	548,878	1,009,205	10,978,727	1,658,183	-	17,890,231
Adjustment for Cumulative Effect of Change in Accounting Principal (Note 17)	1,945,915	-	-	-	-	-	-	-	1,945,915
Fund Balance - Beginning of Year, As Restated	1,945,915	3,695,238	-	548,878	1,009,205	10,978,727	1,658,183	-	19,836,146
FUND BALANCE - END OF YEAR	$ 1,697,514	$ 3,219,531	$ (489,707)	$ 167,920	$ 788,951	$ 8,843,254	$ 2,216,258	$ 214	$ 16,443,935

See accompanying Notes to Optional Supplementary Information.

NOTE 1 PURPOSE OF SCHEDULES

Combining Fund Financial Statements

Combining fund balance sheets and statements of revenues, expenditures and changes in fund balance have been presented for the nonmajor funds to provide additional information to the users of these financial statements. These statements have been prepared using the basis of accounting described in the notes to the financial statements.

OTHER INDEPENDENT AUDITORS' REPORTS

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

Board of Education
Burbank Unified School District
Burbank, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Burbank Unified School District (the District), as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated February 25, 2022.

Internal Control Over Financial Reporting

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify certain deficiencies in internal control, described in the accompanying Schedule of Findings and Questioned Costs as item 2021-001 that we consider to be a significant deficiency.

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Compliance and Other Matters

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

District's Response to Findings

The District's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned Costs. The District's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it

Purpose of this Report

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

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Glendora, California
February 25, 2022

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INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM, AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Board of Education
Burbank Unified School District
Burbank, California

Report on Compliance for Each Major Federal Program

We have audited Burbank Unified School District's (the District) compliance with the types of compliance requirements described in the OMB *Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs for the year ended June 30, 2021. The District's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the District's compliance.

Opinion

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2021.

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Report on Internal Control Over Compliance

Management of the District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance, for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Glendora, California
February 25, 2022

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INDEPENDENT AUDITORS' REPORT ON STATE COMPLIANCE

Board of Education
Burbank Unified School District
Burbank, California

We have audited the Burbank Unified School District's (the District) compliance with the types of compliance requirements described in the *2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel for the year ended June 30, 2021. The District's State compliance requirements are identified in the table provided.

Management's Responsibility

Management is responsible for compliance with the state laws and regulations as identified below.

Auditors' Responsibility

Our responsibility is to express an opinion on the District's compliance based on our audit of the types of compliance requirements referred to below. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the specific areas listed below has occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion on state compliance. However, our audit does not provide a legal determination of the District's compliance.

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Compliance Requirements Tested

In connection with the audit referred to above, we selected and tested transactions and records to determine the District's compliance with the laws and regulations applicable to the following items:

Description	Procedures Performed
Attendance and Distance Learning	Yes
Teacher Certification and Misassignments	Yes
Kindergarten Continuance	Yes
Instructional Time	Yes
Instructional Materials	Yes
Ratio of Administrative Employees to Teachers	Yes
Classroom Teacher Salaries	Yes
Early Retirement Incentive	Not Applicable
GANN Limit Calculation	Yes
School Accountability Report Card	Yes
K-3 Grade Span Adjustment	Yes
Apprenticeship: Related and Supplemental Instruction	Not Applicable
Comprehensive School Safety Plan	Yes
District of Choice	Not Applicable
California Clean Energy Jobs Act	Yes
Proper Expenditure of Education Protection Account Funds	Yes
Unduplicated Local Control Funding Formula Pupil Counts	Yes
Charter Schools:	
Independent Study-Course Based	No[1]
Attendance	No[1]
Mode of Instruction	No[1]
Nonclassroom Based Instruction/Independent Study	No[1]
Determination of Funding for Nonclassroom Based Instruction	No[1]
Charter School Facility Grant Program	No[1]

[1] The District is not the granting agency for any Charter Schools.

Opinion on State Compliance
In our opinion, the District complied with the laws and regulations of the state programs referred to above in all material respects for the year ended June 30, 2021.

Purpose of this Report
The purpose of this report on state compliance is solely to describe the results of testing based on the requirements of the *2020-21 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. Accordingly, this report is not suitable for any other purpose.

CliftonLarsonAllen LLP

Glendora, California
February 25, 2022

FINDINGS AND QUESTIONED COSTS

BURBANK UNIFIED SCHOOL DISTRICT
SCHEDULES OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2021

Section I – Summary of Auditors' Results

Financial Statements

1. Type of auditors' report issued: Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP: Unmodified

2. Internal control over financial reporting:

   - Material weakness(es) identified? _____ yes ___x___ no

   - Significant deficiency(ies) identified that are not considered to be material weakness(es)? ___x___ yes _____ none reported

3. Noncompliance material to financial statements noted? _____ yes ___x___ no

Federal Awards

1. Internal control over major federal programs:

   - Material weakness(es) identified? _____ yes ___x___ no

   - Significant deficiency(ies) identified that are not considered to be material weakness(es)? _____ yes ___x___ none reported

2. Type of auditors' report issued on compliance for major federal programs: Unmodified

3. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? _____ yes ___x___ no

Identification of Major Federal Programs

Assistance Listings	Name of Federal Program or Cluster
21.019	Covid-19 Coronavirus Relief Fund (CRF)
84.425C and 84.425D	Covid-19 Education Stabilization Fund (ESF)
84.010	Title 1

Dollar threshold used to distinguish between Type A and Type B programs: $ 750,000

Auditee qualified as low-risk auditee? ___x___ yes _____ no

All audit findings must be identified as one or more of the following categories:

Five Digit Code	Finding Types
10000	Attendance
20000	Inventory of Equipment
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities Programs
43000	Apprenticeship: Related and Supplemental Instruction
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
62000	Local Control Accountability Plan
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card

Section II – Financial Statement Findings

2021-001 Closing Procedures – 3000

Criteria: The preparation of the financial statement in accordance with GAAP requires management to reconcile beginning and ending account balances.

Condition: The Child Development Fund was not appropriately reconciled to supporting documentation in a timely manner. Errors were noted in the cash balance as of 6/30/2021 and the revenue recognized during the year.

Effect: The ending fund balance was overstated by $626,915.

Cause: Lack of timely review and reconciliation in the fund.

Recommendation: Procedures related to the closing and reconciliation process should be established and followed. Cross training employees and/or documenting responsibilities of specific functions and key responsibilities should be done timely to ensure that task are followed even in the absence of key personnel. Review by individuals not immediately involved in the closing should be done to identify errors or omissions.

Corrective Action Plan: The District has implemented additional procedures to provide timely bank reconciliations and enhance internal controls. The Director of Fiscal Services will meet with the accounting team monthly to review bank reconciliations and ensure reconciling items are cleared in a timely manner. The Director of Fiscal Services and the Budget and Accounting Technician who oversees the Child Development Fund will review fund activity and analyze balances to identify unexpected trends or anomalies. All bank reconciliations will be reviewed by the Assistant Superintendent, Administrative Services each month. Lastly, a fiscal consultant has been hired to support the fiscal team with respect to bank reconciliations and internal controls.

Section III – Findings and Questioned Costs – Major Federal Programs

Our audit did not disclose any matters required to be reported in accordance with 2 CFR 200.516(a) for the year ended June 30, 2021.

Section IV – Findings and Questioned Costs – State Awards

Our audit did not disclose any matters required to be reported related to State Awards.

BURBANK UNIFIED SCHOOL DISTRICT
SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS
JUNE 30, 2021

Section I – Financial Statement Findings

There were no findings and questioned costs related to the basic financial statements for the year ended June 30, 2020.

Section II – Findings and Questioned Costs – Major Federal Programs

There were no findings and questioned costs related to federal awards for the year ended June 30, 2020.

Section III – Findings and Questioned Costs – State Awards

There were no findings and questioned costs related to state awards for the year ended June 30, 2020.



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January 11, 2022

To the Board of Education
The Citizens' Oversight Committee
Burbank Unified School District

Dear Board of Education and Citizens' Oversight Committee Members:

The District has issued bonds, Measure S, under the applicable provisions of Section 1(b)(3)(C) of Article XIIIA of the California Constitution, and as such has engaged CliftonLarsonAllen LLP to perform an independent performance and financial audit of the bond proceeds from the sales of such bonds.

This letter is intended to inform the Board of Education (Board) and Citizens' Oversight Committee (COC) members about significant matters related to the conduct of the annual audits to appropriately discharge its oversight responsibility. In addition, professional standards require that we provide the Board with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards* as well as certain information related to the planned scope and timing of our audits. Our responsibility is described in our engagement letter to management dated May 14, 2020. Professional standards also require that we communicate to you the following information related to our audits.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management has the ultimate responsibility for the appropriateness of the accounting policies used by the District. The significant accounting policies used by the District are described in Note 1 to the bond fund financial statements. No significant or unusual transactions or significant accounting policies related to controversial or emerging areas for which there is a lack of authoritative guidance or consensus were noted. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the District's Measure S financial statements are the recognition of estimated liabilities at the end of the fiscal year. We believe management's estimates are reasonable, based on our audit. The financial statement disclosures are neutral, consistent and clear.

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Difficulties Encountered in Performing the Audit

There were no difficulties encountered in dealing with management relating to the performance of our audits.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audits.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial and communicate them to the appropriate level of management. We have not identified or been notified of any uncorrected or corrected financial misstatements.

Management Representations

We have requested certain representations from management including but not limited to the fair presentation of the financial statements, application of generally accepted accounting principles and management's responsibility for establishing and maintaining effective internal controls. These as well as other representations are included in the management representation letters, financial and performance, dated January 11, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. We are not aware of any consultations management had with other accountants regarding accounting or auditing matters.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

Senate Bill 581 requires the annual financial and performance audits to be submitted to the Citizens' Oversight Committee when submitted to the school district. In addition the bill requires the governing board of the district to provide the Citizens' Oversight Committee with responses to findings addressed in the financial and performance audits within three months of receiving the reports. This second requirement is met as a matter of practice under *Government Auditing Standards* which requires the auditor to obtain and report the entity's planned corrective actions.

Senate Bill 584 directs the State Controller, in consultation with the State Allocation Board, the Department of Finance, and the State Department of Education, to submit content related to financial and performance audits to the Education Audits Appeal Panel to be included in the annual audit guide. The scope of the audits as a result of this legislation has not resulted in any significant change.

Closing

We will be pleased to respond to any questions you have about the foregoing. We appreciate the opportunity to continue to be of service to the Burbank Unified School District.

Restriction to Use

This report is intended solely for the information and use of management, the Board of Education, and members of the Citizens' Oversight Committee and is not intended to be, and should not be, used by anyone other than these specified parties.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Glendora, California
January 11, 2022

BURBANK UNIFIED SCHOOL DISTRICT

PROPOSITION 39 GENERAL OBLIGATION BONDS
BOND BUILDING FUND
MEASURE S
FINANCIAL AND PERFORMANCE AUDITS

YEAR ENDED JUNE 30, 2021



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BURBANK UNIFIED SCHOOL DISTRICT
TABLE OF CONTENTS
YEAR ENDED JUNE 30, 2021

FINANCIAL AUDIT OF MEASURE S BOND BUILDING FUND

INDEPENDENT AUDITORS' REPORT 1

BALANCE SHEET 3

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE 4

NOTES TO FINANCIAL STATEMENTS 5

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS* 8

SCHEDULE OF FINDINGS AND RESPONSES 10

PERFORMANCE AUDIT OF MEASURE S

INDEPENDENT AUDITORS' REPORT ON PROPOSITION 39 COMPLIANCE REQUIREMENTS 11

BACKGROUND INFORMATION 12

OBJECTIVES 12

SCOPE OF THE AUDIT 12

PROCEDURES PERFORMED 13

CONCLUSION 13

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INDEPENDENT AUDITORS' REPORT

The Board of Education
The Measure S Citizens' Oversight Committee
Burbank Unified School District
Burbank, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Measure S Bond Building Fund of the Burbank Unified School District (the District) as of and for the year ended June 30, 2021, and the related notes to the financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

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The Board of Education
The Measure S Citizens' Oversight Committee
Burbank Unified School District

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Measure S Bond Building Fund of the District as of June 30, 2021, and the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1, the financial statements present fairly only the Measure S Bond Building Fund and do not purport to, and do not, present fairly the financial position of the District as of June 30, 2021 or the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 11, 2022 on our consideration of the District's internal control over the Measure S Bond Building Fund financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over the Measure S Bond Building Fund financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over the Measure S Bond Building Fund financial reporting and compliance.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Glendora, California
January 11, 2022

BURBANK UNIFIED SCHOOL DISTRICT
MEASURE S BOND BUILDING FUND
BALANCE SHEET
JUNE 30, 2021

ASSETS

Cash in County Treasury	$ 9,198,098
Accounts Receivable	21,107
Total Assets	$ 9,219,205

LIABILITIES AND FUND BALANCE

LIABILITIES	
Accounts payable	$ 375,951
Total Liabilities	375,951
FUND BALANCE	
Restricted	8,843,254
Total Fund Balance	8,843,254
Total Liabilities and Fund Balance	$ 9,219,205

See accompanying Notes to Financial Statements.

BURBANK UNIFIED SCHOOL DISTRICT
MEASURE S BOND BUILDING FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
YEAR ENDED JUNE 30, 2021

REVENUES	
Interest and Investment Income	$ 57,624
Total Revenues	57,624
EXPENDITURES	
Salaries	13,355
Benefits	6,006
Supplies	-
Other Services	74,010
Capital Outlay	2,099,726
Total Expenditures	2,193,097
Deficiency of Revenues over Expenditures	(2,135,473)
Fund Balance - Beginning of Year	10,978,727
FUND BALANCE - END OF YEAR	$ 8,843,254

See accompanying Notes to Financial Statements.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Accounting Policies

The accompanying financial statements have been prepared in conformity with generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board and *Audits of State and Local Governmental Units* issued by the American Institute of Certified Public Accountants.

Cash in the county treasury is recorded at amortized cost, which approximates fair value.

Financial Reporting Entity

The financial statements include only the Measure S Bond Building Fund of the District used to account for Measure S projects. This fund was established to account for the expenditures of general obligation bonds issued under the General Obligation Bonds Election of 2012 and is not a complete representation of the Building Fund reported in the Districts' financial statements. These financial statements are not intended to present fairly the financial position and results of operations of the District in compliance with accounting principles generally accepted in the United States of America.

Basis of Accounting

The Measure S Bond Building Fund is maintained on the modified accrual basis of accounting. As such, revenues are recognized when they become susceptible to accrual, which is to say, when they become both measurable and available to finance expenditures of the current period. Expenditures are recognized in the accounting period in which the liability is incurred (when goods are received, or services rendered).

Fund Structure

The statement of revenues, expenditures, and changes in fund balance is a statement of financial activities of the Measure S Bond Building Fund related to the current reporting period. Fund expenditures frequently include amounts for land, buildings, equipment, retirement of indebtedness, transfers to other funds, etc. Consequently, these statements do not purport to present the result of operations or the net income or loss for the period as would a statement of income for a profit-type organization.

Fund Balance Classification

The governmental fund financial statements present fund balance classifications that comprise a hierarchy based on the extent to which the District is bound to honor constraints on the specific purposes for which amounts can be spent. Amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation are considered restricted. The fund balance of the Measure S Bond Building Fund is therefore classified as restricted.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Capital Assets and Long-Term Debt

The accounting and reporting treatment applied to the capital assets and long-term liabilities associated with the Measure S Bond Building Fund are determined by its measurement focus. The Measure S Bond Building Fund is accounted for on a spending or "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered a measure of "available spendable resources". Thus, the capital assets and long-term liabilities associated with the Measure S Bond Building Fund are accounted for in the basic financial statements of the District.

Estimates

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

NOTE 2 DEPOSITS – CASH IN COUNTY TREASURY

In accordance with Education Code Section 41001, the District maintains substantially all its cash in the Los Angeles County Treasury as part of the common investment pool. The District is considered an involuntary participant in the investment pool. These pooled funds are recorded at amortized cost which approximates fair value. Fair value of the pooled investments at June 30, 2021 is measured at 0.9944% of amortized cost. The District's deposits in the fund are highly liquid.

The county is authorized to deposit cash and invest excess funds by California Government Code Sections 53601, 53635, 53534 and 53648. The county is restricted to invest time deposits, U.S. government securities, state registered warrants, notes or bonds, State Treasurer's investment pool, bankers' acceptances, commercial paper, negotiable certificates of deposit, and repurchase or reverse repurchase agreements. The funds maintained by the county are either secured by federal depository insurance or are collateralized. The county investment pool is not required to be rated. Interest earned is deposited quarterly into participating funds. Any investment losses are proportionately shared by all funds in the pool.

The county investment pool is not registered as an investment company with the Securities and Exchange Commission (SEC) nor is it an SEC Rule 2a7-like pool. California Government Code statues and the County Board of Supervisors set forth the various investment policies that the Country Treasurer follow. The method used to determine the value of the participant's equity withdrawn is based on the book value, which is amortized cost, of the participant's percentage participation on the date of such withdrawals.

NOTE 2 DEPOSITS – CASH IN COUNTY TREASURY (CONTINUED)

The pool sponsor's annual financial report may be obtained from the Los Angeles County Public Affairs Office, Kenneth Hahn Hall of Administration, 500 W. Temple St, Room 358, Los Angeles, CA 90012.

NOTE 3 PURCHASE COMMITMENTS

As of June 30, 2021, the District was committed under various capital expenditure purchase agreements for Measure S bond projects totaling approximately $3.0 million.

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

The Board of Education
The Measure S Citizens' Oversight Committee
Burbank Unified School District
Burbank, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the Measure S Bond Building Fund of the Burbank Unified School District (the District), as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Measure S bond Building Fund of the District's basic financial statements, and have issued our report thereon dated January 11, 2022.

Internal Control over Financial Reporting

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

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

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

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The Board of Education
The Measure S Citizens' Oversight Committee
Burbank Unified School District

Compliance and Other Matters

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

Purpose of this Report

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

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Glendora, California
January 11, 2022

BURBANK UNIFIED SCHOOL DISTRICT
MEASURE S BOND BUILDING FUND
SCHEDULE OF FINDINGS AND RESPONSES
YEAR ENDED JUNE 30, 2021

There were no findings related to the financial audit of the Measure S Bond Building Fund for the year ended June 30, 2021. In addition, there were no findings related to the financial audit of the Measure S Bond Building Fund for the year ended June 30, 2020.

CliftonLarsonAllen LLP
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INDEPENDENT AUDITORS' REPORT ON PROPOSITION 39 COMPLIANCE REQUIREMENTS

The Board of Education
The Measure S Citizens' Oversight Committee
Burbank Unified School District
Burbank, California

We have conducted a performance audit of the Burbank Unified School District (the District) Measure S bond funds for the fiscal year ended June 30, 2021.

We conducted our performance audit in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

Our audit was limited to the objectives listed on page 12 of this report which includes determining the District's compliance with the performance requirements for the Proposition 39 Measure S bond funds under the applicable provisions of Section 1(b)(3)(C) of Article XIIIA of the California Constitution. Management is responsible for the District's compliance with those requirements.

Solely to assist us in planning and performing our performance audit, we obtained an understanding of the internal control of the District to determine if internal controls were adequate to help ensure the District's compliance with the requirements of Proposition 39, as specified by Section 1(b)(3)(C) of Article XIIIA of the California Constitution. Accordingly, we do not express any assurance on internal controls.

The results of our tests indicated that, in all significant respects, the District expended Measure S bond funds for the fiscal year ended June 30, 2021, only for the specific projects developed by the District's Board of Education, and approved by the voters, in accordance with the requirements of Proposition 39, as specified by Section 1(b)(3)(C) of Article XIIIA of the California Constitution.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Glendora, California
January 11, 2022

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BACKGROUND INFORMATION

In November 2000, the voters of the State of California approved Proposition 39 authorizing the issuance of general obligation bonds by California public school districts and community colleges under certain circumstances and subject to certain conditions.

On March 5, 2013, a general obligation bond proposition (Measure S) of the District was approved by the voters of that District. Measure S authorized the District to issue up to $110,000,000 of general obligation bonds to finance various capital projects and related costs, as specified in the bond measure provisions.

Pursuant to the requirements of Proposition 39, and related state legislation, the Board of Education of the District established a Citizens' Oversight Committee and appointed its members. The principal purpose of the Citizens' Oversight Committee, as set out in state law, is to inform the public as to the expenditures of the proceeds of the bonds issued pursuant to the Measure S bond authorization. The Citizens' Oversight Committee is required to issue at least one report annually as to its activities and findings.

Section 1(b)(3)(C) of Article XIIIA of the California Constitution requires the District to conduct an annual independent performance audit to ensure that the proceeds of the bonds deposited into the Measure S Bond Building Fund have been expended only for the authorized bond projects.

OBJECTIVES

The objectives of our performance audit for the fiscal year ended June 30, 2021 were to:

- Determine the expenditures charged to the District Measure S Bond Building Fund.
- Determine whether expenditures charged to the Measure S Bond Building Fund have been made in accordance with the bond project list approved by the voters through the approval of Measure S in March 2013.

SCOPE OF THE AUDIT

The scope of our performance audit covered the fiscal period from July 1, 2020 to June 30, 2021. The propriety of expenditures for capital projects and maintenance projects funded through other state or local funding sources, other than the proceeds of the bonds, were not included within the scope of our audit. Expenditures incurred subsequent to June 30, 2021, were not reviewed or included within the scope of our audit or in this report.

PROCEDURES PERFORMED

- We identified the expenditures and projects charged to the general obligation bond proceeds by obtaining the general ledger and project listing.

- We selected a judgmental sample of expenditures considering all object codes and projects for the year ended June 30, 2021. Our sample included 18 transactions totaling $1,797,116. This represents 83% of total expenditures, excluding salaries and benefits, of $19,361

- We reviewed the actual invoices and supporting documentation to determine that expenditures charged to projects were:

    - Supported by invoices with evidence of proper approval and documentation of receipt of goods or services;
    - Supported by proper bid documentation, as applicable;
    - Properly expended on the authorized bond projects as listed on the voter-approved bond project list.

- We tested salaries and benefits for the year ended June 30, 2021. We tested $19,361 of expenditures for salaries and benefits.

    - We obtained the Allocation of Personnel Costs and reconciled salaries and benefits to the expenditures recorded to the general ledger. For those personnel allocated at less than 100%, we obtained monthly time studies to verify the percentage charged to bond funds was supported. We obtained the Personnel Transaction Request forms to determine that the individuals were approved and assigned to perform work associated with the authorized bond projects as allowable per Opinion 04-110 issued on November 9, 2004 by the State of California Attorney General.

CONCLUSION

The results of our tests indicated that, in all significant respects, the District has properly accounted for the expenditures of the funds held in the Measure S Bond Building Fund and that such expenditures were made on authorized bond projects.

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Burbank Unified School District
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Alyssa Low, Director of Fiscal Services
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	March 17, 2022
SUBJECT:	Approval of Second Interim Report for 2021-2022 Fiscal Year

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Background:

A Second Interim report must be prepared each year using the period July 1 through January 31 as a predictor for the rest of the fiscal year, and, in addition, projecting the next two fiscal years' balances in terms of cash and budget. Based upon this analysis, the Board must take action to certify to the Los Angeles County Office of Education (LACOE) whether or not it can make a positive, qualified or negative certification of its ability to meet all of its financial obligations.

Discussion/Issues:

All amendments to the budget posted through the end of January are reflected in this report. In addition, the projected figures include items that LACOE instructs Districts to include or address. These items are detailed in the assumptions contained in this report. The most significant information from the Governor's proposed budget is an increase of the projected Cost of Living Adjustment (COLA) for 2022-23 and 2023-24. It was projected to be 2.48% in 2022-23 and 3.11% in 2023-24 at First Interim. It is now estimated to be 5.33% for the 2022-23 fiscal year and 3.61% for the 2023-24 fiscal year. This change in COLA is included in the multi-year projection.

Due to COVID-19, Districts across the State received one-time emergency funding from Federal and State sources to help mitigate learning loss and address health and safety concerns such as the procurement of personal protective equipment (PPE) supplies for sanitizing and cleaning facilities and technology. Additionally, the funds can be used for current expenditures of staff utilized for learning loss interventions and those being used for substantially different use due to the pandemic. Subsequently, using these restricted funds in lieu of unrestricted general funds provides relief of general fund expenditures where personnel, materials, supplies, and services were charged. Since First Interim, additional one-time funds of $2.45 million were allocated to Burbank through FEMA to relieve the cost of COVID testing.

Additionally, enrollment for Second Interim continues to decline due to the effects of COVID-19. Although Districts continue to be held harmless and able to utilize 2019-20 P2 ADA data for LCFF funding projections in 2021-22, enrollment is projected to continue to decline significantly in 2022-23 and 2023-24. At the January presentation of the Governor's Proposed 2022-23 budget, the Governor included a proposal to aid the significant decline in enrollment schools across the State are experiencing. Rather than being funded on the greater of current year average daily attendance (ADA) or prior year ADA, the Governor proposed that funding would be based on the greater of current year ADA, prior year ADA or *computed average ADA* using the prior three years' ADA. This change is to turn the steep ADA decline, which is a decline in funding, into an ADA

softer landing. This proposed solution to the way districts would be funded in fiscal year 2022-23 and 2023-24 is based on the actual current projections and prior year ADA averaged out. The difference in revenue the District would receive with this 'softer landing' approach is set aside in the ending fund balance of the multi-year projection since it is not guaranteed legislation as of Second Interim. Should this proposed computed average ADA bill pass, the District can remove its "other adjustments" of ($4,500,000) and will meet its 3% REU.

Reductions need to be identified and made for the District to meet the 3% required Reserve for Economic Uncertainty (REU) for the current Second Interim budget and two subsequent fiscal years. For the 2023-24 fiscal year, a total reduction of ($4,500,000) is projected to meet the required 3% REU. This projection is found in "other adjustments" on the multi-year projection. With this projected reduction, Burbank USD will have a positive certification for Second Interim. A Fiscal Stabilization plan will be presented to the Board for review and approval. This plan is required by LACOE per its First Interim letter to the District dated January 20, 2022. This proposed plan shows LACOE the District's commitment to its fiduciary responsibility and makes the reductions necessary to remain fiscally stable.

Fiscal Impact:

None.

Recommendation:

Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve a positive certification of the Second Interim Report for the 2021-2022 fiscal year, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

Equity and Excellence

Office of Administrative Services
2021-22 Second Interim Budget

Revenue Assumptions

ADA projection is based on Education Code Section (EC§) 43502(b), which requires the California Department of Education (CDE) to use *actual attendance reported at the 2019-20 Second Principal Apportionment (P2) and Annual Apportionment reporting periods as the basis for funding for 2020-21.*[1] EC § 43502(b) allows all districts for the 2020-21 school year to be held harmless from the effects of enrollment loss due to COVID-19. The assumption for 2021-22 takes the greater of the current year or prior year P2 ADA for its LCFF calculation, which would be the 2019-2020 P2 submission since 2020-21 Fiscal Year was held harmless and able to use its 2019-20 P2 data for its apportionment calculation. This provision allows districts to review their budgets and make necessary assumptions and adjustments given declining enrollment. In the fiscal year 2022-23, BUSD will no longer receive the benefit of EC§ 43502(b) and will be funded on its ADA at that time, which currently reflects a significant decline due to families moving out of Burbank and students transferring to private and home-schooling options due to COVID-19.

At the January presentation of the Governor's Proposed 2022-23 budget, the Governor included a proposal to the significant decline in enrollment schools across the State are experiencing. Rather than being funded on Ed Code (EC 42238.05(a)(1), he proposed that funding would be based on the greater of current year ADA, prior year ADA or computed average ADA using the previous three years' ADA. This change is to turn the ADA cliff into an ADA softer landing. This proposed solution to the way districts would be funded in the fiscal Year 2022-23 and 2023-24 is based on the actual current projections and prior year ADA averaged out, with the hold harmless provision sunsetting in 2021-22. The difference in revenue the District would receive with this 'softer landing' approach is set aside in the ending fund balance of the multi-year projection since it is not guaranteed legislation as of Second Interim.

Projected Computed Average ADA – based on Proposed Trailer Bill Language

2021-22	2022-23	2023-24
14,728.68	14,163.15	13,955.42

Combined Unrestricted and Restricted Overview:

	Adopted Budget 2021-22	First Interim 2021-22	Second Interim 2021-22	Projected Budget 2022-23	Projected Budget 2023-24
LCFF Source Revenues	$145,444,297	$145,662,245	$145,662,245	$147,150,894	$149,248,159
Federal Revenues	5,857,589	23,966,725	26,676,638	5,862,240	5,862,240
Other State Revenues	16,066,681	30,823,424	31,346,782	16,751,621	17,080,352
Other Local Revenues	2,478,545	5,892,211	8,128,876	2,210,854	2,210,854
Total	**$169,847,112**	**$206,344,605**	**$211,814,541**	**$171,975,609**	**$174,401,605**

Combined Unrestricted and Restricted Changes from First Interim to Second Interim

Revenue	First Interim	Second Interim	Changes
LCFF Source Revenues	$145,662,245	$145,662,245	$-0-
Federal Revenues	23,966,725	26,676,638	2,709,913
Other State Revenues	30,823,424	31,346,782	523,358
Other Local Revenues	5,892,211	8,128,876	2,236,665
Total	**$206,344,605**	**$211,814,541**	**$5,469,936**

[1]Phillips, Matt; García, Brianna. "Hold Harmless does not translate to flat funding" *School Services of California*, July 29, 2020

Details of changes from First Interim to Second Interim Revenues:

- **LCFF Revenues** – No change
- **Federal and State Revenues** – the continued allocation of COVID One-Time Funding (detailed on page 4)
- **Local revenue** – increase in gift and donation revenue & COVID One-Time Funding (detailed on page 4)

The details of revenue projections are as follows:
Local Control Funding Formula Revenue (LCFF) comprises State Aid, Property Taxes, and EPA. Below is the chart that details how our LCFF funding is allocated by grade span per ADA – average daily attendance:

Grade	2021-22 Base Grant with Adjustment Rate per ADA COLA – 5.07%	2022-23 Base Grant Rate with Adjustment Per ADA COLA – 5.33%	2023-24 Base Grant Rate with Adjustment Per ADA COLA – 3.61%
K-3	8,934	9,410	9,750
4-6	8,214	8,652	8,964
7-8	8,458	8,909	9,231
9-12	10,057	10,592	10,975

- Property Taxes and other local revenue
    - Projected Property and other local revenue for 2021-22, 2022-23, 2023-24
        - $55,926,114
- Education Protection Account (EPA) is received quarterly in September, December, March, and June and is a component of the total LCFF entitlement. The District pays certificated salaries and related benefits, as the appropriate use of this funding, according to Section 36 of Article XIII of the California Constitution.
    - EPA funding for 2021-22, 2022-23, 2023-24
        - $21,839,586
- Supplemental and Concentration Grant Funding is received for:
    - Students who are English Learners
    - Students who receive free or reduced-price meals
    - Foster Youth
- To receive Supplemental Grant Funding, Districts need to have an unduplicated pupil count of 20%. Districts need to have an unduplicated pupil count of 50% or greater to receive Concentration Grants Funding. Burbank USD only receives Supplemental Grant Funding. It is important to note that Burbank USD, in addition to its decline in overall enrollment, is also experiencing a drop in the percentage of English Learners, families whose income allows eligibility for free or reduced-priced meals, and foster youth pupils. This decline in projected unduplicated pupil count is as follows:
-

Projected 2021-22 38.55% Unduplicated	Projected 2022-23 37.17% Unduplicated	Projected 2023-24 33.75% Unduplicated
$10,342,368	$10,100,762	$9,362,774

- Lottery Projections are projected below with funding multiplied by amount per ADA, and an enrollment factor of 1.04446:

Fiscal Year	2021-22	2022-23	2023-24
Unrestricted @ $163 per ADA	$2,331,559	$2,411,557	$2,376,187
Restricted @ $65 per ADA	$747,100	$961,664	$947,559

Restricted Revenue

One-Time Funding

- Due to COVID-19, Districts across the State received one-time emergency funding from Federal and State sources to help mitigate learning loss and address health and safety concerns such as the procurement of personal protective equipment (PPE) supplies for sanitizing and cleaning facilities. Below is a chart of Burbank's one-time funds since March 2020 and the deadline to be spent. Important to note is that Burbank does not receive all of the funding at once. The funds apportioned are on schedules based upon restrictions and reporting requirements of each grant or program detailed in the table.
- The funds can also be used for current expenditures of staff who are being utilized for learning loss interventions and those who are being used for a substantially different use due to the pandemic. Subsequently, using these restricted funds instead of unrestricted general funds provides relief of general fund expenditures, where personnel, materials, supplies, and services were charged. This relief is detailed on page 10.

Funding Sources	Resource Code	Allocation	Balance to Spend	Date to be Spent / Expended
Learning Loss Mitigation Funds (LLM)				
SB117 – COVID 19 LEA Response Fund	73880.0	$254,618	-0-	Expended
LLM – Coronavirus Relief Fund (CRF)	32200.0	6,840,423	-0-	Expended
LLM – Prop 98 General Fund	74200.0	1,181,661	-0-	Expended
AB 86 – In Person Learning (IPI)	74220.0	4,994,543	388,636	9/30/2024
AB 86 – Expanded Learning Opportunities Grant (ELO-G)	74250.0	8,655,995	1,731,554	9/30/2024
AB 86 – Expanded Learning Opportunities Grant– Para-Professionals	74260.0	961,777	-0-	9/30/2024
AB 86 – Expanded Learning Opportunities Grant– Homeless	74250.0	76,000	-0-	9/30/2024
AB 130 - Expanded Learning Opportunities Program (ELO-P)	26000.0	1,859,471	1,859,471	TBD
LLM - Governor's Emergency Education Relief (GEER)	32150.0	$909,442	80,249	9/30/2022
CARES - Elementary and Secondary Emergency Relief Fund – ESSERF I	32100.0	1,413,761	213,660	9/30/2022
CRSSA - Elementary and Secondary Emergency Relief Fund – ESSERF - II	32120.0	5,594,954	241,721	9/30/2023
ARP - Elementary and Secondary Emergency Relief Fund – ESSERF - III	32130.0 & 32140.0	12,597,155	2,615,145	9/30/2024
ARP – Homeless Children & Youth II	56320.0	39,095	39,095	9/30/2024
FEMA – Federal Emergency Management Agency	56500.0	2,452,351	-0-	6/30/2022
School-Based COVID-19 Testing Grant	58700.0	2,383,784	985,100	7/1/2022
Emergency Connectivity Fund (ECF)	00000.0	1,798,033	-0-	6/30/2022
Total		**$52,013,063**	**$8,154,631**	

Federal funding

Below are BUSD's projected restricted general fund allocations. The only change from First Interim to Second Interim is the increase of $201,719 for ESSA CSI funding, specifically for Monterey High School.

	First Interim 2021-22	Second Interim 2021-22	Projected 2022-23	Projected 2023-24
Title I	$1,980,109	$1,980,109	$1,676,909	$1,676,909
Title II	$450,092	$450,092	$300,432	$300,432
Title III IE	$27,271	$27,271	$0	$0
Title III EL	$273,873	$273,873	$175,500	$175,500
Title IV	$205,025	$205,025	$123,678	$123,678
Perkins	$74,956	$78,268	$74,806	$74,806
ESSA CSI MHS	$112,159	$313,878	$0	$0

Restricted Grant Funding:

- **CTIEG – Career Technical Education Incentive Grant Program – 63870.0**
  - The California Career Technical Education Incentive Grant (CTEIG) program is a state education, economic, and workforce development initiative to provide kindergarten through grade twelve students with the knowledge and skills necessary to transition to employment and postsecondary education.
  - We apply for and receive these funds on an annual basis. The revenue and expenditures will be removed from the multi-year projection if we do not receive the grant.
- **Governor's Career Technical Education Initiative – CTEI – 63850.0**
  - Project funding is awarded on a non-competitive basis to agencies with the appropriate expertise needed to address the career technical education (CTE) Arts, Media, and Entertainment (AME) Pathways Program related to the CTE plan.
  - We apply for and receive these funds on an annual basis. The revenue and expenditures will be removed from the multi-year projection if we do not receive the grant.
- **ASES – After School Education and Safety Grant – 60100.0**
  - Provides funds to districts that collaborate with community partners to provide safe and educationally enriching alternatives for students after school. BUSD partners with Burbank's Boys and Girls Club and Greater East Valley who offer this service.
  - We apply for and receive an ASES allocation annually.
- **Educator Effectiveness – 62660.0**
  - One-time funding is provided to COEs, school districts, charter schools, and state special schools to provide professional learning for teachers, administrators, paraprofessionals, and classified staff to promote educator equity, quality, and effectiveness.
  - This funding is due to be expended by September 30, 2026.
- **Classified School Employee Summer Assistance Grant – 74150.0**
  - The Classified School Employee Summer Assistance Program (CSESAP) provides up to a dollar for dollar match on amounts withheld from BUSD participating classified school employees' monthly paychecks. The classified employees' pay withheld and the state matching funds will be paid to the District's participating and eligible employees in the summer months following the 2021-22 school year.
  - BUSD can elect to apply each year the grant is offered. 2019-20 was the first year of the program. BUSD elected to participate again, and the new grant award is shown below for 2021-22. In the multi-year projection for 2022-23 forward, this grant revenue and expense is removed since it is unknown how many employees each year will participate and what funds the District expects.
- **K12 Strong Workforce Pathways Grant – 63880.0**
  - The Strong Workforce Program is an education, economic, and workforce development initiative to expand the availability of high-quality, industry-valued career technical education and workforce development courses, programs, pathways, credentials, certificates, and degrees.

- We apply for and receive these funds on an annual basis. The revenue and expenditures will be removed from the multi-year projection if we do not receive the grant.
    - At Second Interim, BUSD has a carry-over balance from the prior year and a new Chancellors grant of $130,000.

Each grant at Second Interim has the base grant allocation plus any additional allowable carry over from the prior 2020-21 fiscal year.

Program	First Interim 2021-22	Second Interim 2021-22	Projected 2022-23	Projected 2023-24
CTIEG	$957,669	$957,669	$500,000	$500,000
CTEI	$30,000	$30,000	$-0-	$-0-
ASES	$661,720	$661,720	$603,835	$603,835
Educator Effectiveness	$3,324,018	$3,324,018	$-0-	$-0-
CSEA Summer Assistance Grant	$521,009	$521,009	$-0-	$ -0-
K12 Strong Workforce Pathways	$1,400,152	$1,400,152	$570,482	$570,482

Mandated Costs Block Grant Revenue

The District, authorized by the Board of Education, continues to participate in the Mandated Block Grant offered by the State, which will reimburse by ADA rather than actual forms for each mandate. The following is a chart of assumptions used per ADA for budget second interim and projected budgets in the multi-year projection:

Fiscal Year	Total Projected Allocation
First Interim 2021-22	$640,485
Second Interim 2021-22	$640,485
Projected 2022-23	$647,802
Projected 2023-24	$671,205

Special Education Federal and State AB602 Funding

The District assumes Special Education flat funding except for AB602, and a projected COLA assumption is included**.** Districts throughout the State continue to be underfunded, which requires contributions from the unrestricted general fund to restricted Special Ed funding to meet student needs.

For the 2021-22 fiscal year, Special Ed received one-time COVID funding, which resulted in an additional $1,347,774.

Program	First Interim 2021-22	Second Interim 2021-22	Projected 2022-23	Projected 2023-24
Federal SPED funding	$3,137,334	$3,137,334	$3,137,334	$3,137,334
State SPED Funding	$10,549,740	$10,548,940	$11,047,082	$11,401,884

Expenditure Assumptions

The following expenditure assumptions are for Second Interim 2021-22 and the multi-year projection 2022-23 and 2023-24.

Combined Unrestricted and Restricted Overview:

EXPENDITURE CATEGORIES	Adopted Budget 2021-22	First Interim 2021-22	Second Interim 2021-22	Projected Budget 2022-23	Projected Budget 2023-24
Certificated Salaries	$75,655,537	$76,104,538	76,101,535	73,553,525	73,206,835
Classified Salaries	30,690,953	30,979,371	30,411,196	28,371,122	28,603,204
Employee Benefits	41,540,729	40,891,214	39,701,098	41,037,122	41,529,337
Books & Supplies	5,777,398	21,749,355	22,273,671	7,779,834	4,709,824
Services/Other Operations	21,034,092	28,606,356	32,710,609	23,001,546	22,194,471
Capital Outlay	1,227,315	751,331	1,113,688	-	-
Other Outgo (excluding indirect)	2,996,196	2,615,605	2,661,628	2,732,628	2,803,628
Other Outgo (Transfers of Indirect Costs)	(571,734)	(535,361)	(511,865)	(511,865)	(511,865)
***Other Adjustments**					(4,500,000)
Total	**$178,350,486**	**$201,162,409**	**$204,461,560**	**$175,963,912**	**$168,035,434**

See final page of assumptions

Differences from First Interim to Second Interim

EXPENDITURE CATEGORIES	First Interim 2021-22	Second Interim 2021-22	Difference
Certificated Salaries	$76,104,538	76,101,535	($3,003)
Classified Salaries	30,979,371	30,411,196	(568,175)
Employee Benefits	40,891,214	39,701,098	(1,190,116)
Books & Supplies	21,749,355	22,273,671	524,316
Services/Other Operations	28,606,356	32,710,609	4,104,253
Capital Outlay	751,331	1,113,688	362,357
Other Outgo (excluding indirect)	2,615,605	2,661,628	46,023
Other Outgo (Transfers of Indirect Costs)	(535,361)	(511,865)	23,496
Total	**$201,162,409**	**$204,461,560**	**$3,299,151**

Expenditure Differences:

Certificated Salaries

- Changes in substitute costs

Classified Salaries

- Support staff paid out of one-time COVID funding
- Minimum Wage increase from $14 to $15 an hour

Benefits

- Associated changes with Certificated and Classified changes
- Change in OPEB withholding

Materials and Supplies

- Expenditures to match gifts and donations revenue
- One-Time COVID funding expenditures

Services

- Contracted Services for Special Education needs
- One-Time COVID funding expenditures
    - COVID testing $3,000,000
    - Contribution from COVID funds to Fund 12 – Child Development Fund of $264,000 due to audit adjustment
    - Contracted services for COVID contact tracing and wraparound services $818,000

Capital Outlay

- Reduced to match actuals and changes in projected HVAC assessment costs

Salary step and column – Each employee is hired at a specific salary range known as step and column. Depending on experience & degrees held, employees move within that negotiated salary step and column. The amounts below are the estimated costs of step and column movement for First Interim and the multi-year projection:

	First Interim 2021-22	Second Interim 2021-22	Projected 2022-23	Projected 2023-24
BTA Step Increase	$860,993	$860,993	$860,993	$860,993
CSEA Step Increase	$386,680	$386,680	$386,680	$386,680
BASA Step Increase	$86,077	$86,077	$86,077	$86,077
BTA Column	$100,000	$100,000	$100,000	$100,000

Employee Salary, Benefits, and Statutory Benefits

- Health and welfare are calculated for Second Interim. For the multi-year projection, an increase of 2% is included.
- The District will continue to pay current and eligible retiree benefits up to the district cap of $12,000.

The following table represents the contribution obligation to statutory benefits. The Governor's 2020-May 21 Revise Budget reduced the CALPERS and CALSTRS rates to provide districts with increased fiscal relief during the pandemic. That relief is in its final year for the 2021-22 fiscal year. The District's multi-year projection reflects the percentages for STRS and PERS contributions returning to their previous rates in 2022-23 and forward. This results in a 3.19% rate increase in PERS and a 2.18% increase in STRS:

	First Interim 2021-22	Second Interim 2021-22	Projected 2022-23	Projected 2023-24
PERS	22.91%	22.91%	26.10%	27.10%
STRS	16.92%	16.92%	19.10%	19.10%
OASDI	6.20%	6.20%	6.20%	6.20%
SUI	0.50%	0.50%	0.50%	0.20%
APPLE	3.75%	3.75%	3.75%	3.75%
MEDICARE	1.45%	1.45%	1.45%	1.45%
W/C	2.05%	2.20%	2.87%	2.87%

With the rise in unemployment, the State raised its unemployment rate from 0.05% to 1.23%. This steep increase resulted in an additional $1,300,000 the District must pay out of the general fund. However, the State re-projected the change, which reduces the percentage from 1.23% to .50%. This change results in an expense of $530,000 rather than $1,300,000. The rate is projected to decrease to .20% in the following years. To help districts afford this obligation, the State has allowed one-time ESSER funds to be utilized in the 2021-22 fiscal year. BUSD will be taking advantage of this allowance and paying for the state unemployment obligation with this provision.

Consumer Price Index (CPI) is applied to unrestricted supplies (object code 4000-4999) and Services (object code 5000-5999). This includes utilities, water, electricity, and gas. Below is the annual percentage:

2021-22	2022-23	2023-24
5.78%	3.69%	2.90%

Minimum Wage increased in January 2022. The January - June expense is included in Second Interim. Below is the assumption representing the additional cost for salaries and benefits for the projected 2022-23 fiscal year since the expense is only for January – June. This assumption is included in Second Interim's multi-year projection:

2022-23 - $15
$223,000

Other Expenditures

- The 2022-23 fiscal year projection reflects the additional $150,000 in anticipation of election costs.

General Fund Contributions

Program contributions from General Fund Unrestricted to Restricted:

	First Interim 2021-22	Second Interim 2021-22	Projected 2022-23	Projected 2023-24
Special Education	($21,673,017)	($21,422,781)	($22,908,685)	($23,820,398)
Routine Restricted Maintenance	(5,894,334)	(5,894,334)	(6,323,049)	(6,512,841)
District Rentals Revenue	314,725	286,604	314,725	314,725
Totals:	**($27,252,626)**	**($27,030,511)**	**($28,917,009)**	**($30,018,514)**

Differences between First Interim and Second Interim

- **Special Ed**
  - Slight reduction due to staffing adjustments to meet actuals
- **Routine Restricted Maintenance (RRM)**
  - The RRM contribution is calculated on 3% of total unrestricted and restricted expenditures less specific COVID-19 resources.

Transfers In/Out

This amount is a contribution from the General Fund to other funds/programs. The chart below explains the transfers in/out from General Fund to the following programs:

	First Interim 2021-22	Second Interim 2021-22	Projected 2022-23	Projected 2023-24
Fund 12 – Monterey High Infant Program – Self Support & ATB	$30,476	$354,062	$-0-	$-0-
Fund 12 – Child Development Fund /State Preschool- LCAP Supplemental			150,000	150,000
Totals:	$30,476	$354,062	$150,000	$150,000

Fund 12 – ATB

- There was an audit finding in where revenue had been accounted for twice, however, it was only received once, thus overstating its income. Therefore, a transfer of funds into Fund 12 to cover the cost of the audit finding was necessary. Part of the transfer of funds is allowable from COVID one-time funding to

Fund 12 totaling $264,000. This amount covers the program that provided tutoring and after-school programs to help mitigate learning loss.

- The balance of the audit adjustment is a contribution from the general fund to Fund 12.
- In the projected 2022-23 and 2023-24 fiscal year, with the LCAP supplemental contribution, Fund 12 is projected to be self-sustaining.

Local Control Accountability Plan (LCAP):

- The revised three-year LCAP plan was presented in June alongside the adopted 2021-22 Budget. The LCAP is fully funded in the Second Interim budget for 2021-22 and projected 2022-23 and 2023-24 budgets.

Operational Site Budgets

- Elementary Schools receive $53.50, Middle Schools receive $62.00, and High Schools receive $90.00 per enrolled student. The allocation is based on projected enrollment.

Some of the costs of personnel who are typically part of unrestricted expenditures could be paid from COVID one-time funds per State and Federal guidelines in Second Interim 2021-22 and Projected 2022-23. This movement of expenses from unrestricted to restricted provides relief to the General Fund. It is important to note that this relief is one-time. Once the one-time funds are expended, personnel, materials, and service expenses that utilize these one-time COVID funds return to the unrestricted general fund represented in the Multi-Year Projection.

One-Time COVID Funding Overview	2021-22	2022-23
Certificated personnel such as additional hours for staff for extended learning and stipends	$7,072,470	$1,927,472
Classified personnel such as additional hours for staff for extended learning and stipends	1,767,591	85,430
Benefits for the personnel above	2,790,218	423,312
Books and Supplies such as additional curriculum, materials, and technology to meet the Board of Education and District's goal of one to one technology, personal protective equipment, MERV-13 filters, and facility supplies to repair window and ventilation	4,712,577	-0-
Services such as facilities HVAC, window and ventilation repairs, Instructional contracted services and consultants used for professional development for help students with learning loss, Special Education services for student supports and interventions due to learning loss, COVID testing services, and contracted nursing support	7,852,828	-0-
Indirect	1,067,156	17,475
Total	**$25,262,840**	**$2,453,689**

Fiscal Stabilization Plan

To remain fiscally stable in 2021-22, 2022-23, and 2023-24, budget reductions must be made to meet the required 3% Reserve for Economic Uncertainty (REU) in the fiscal year 2023-24. The reductions required are due to several factors:

- The rise in STRS/PERS percentage increase from 2021-22 to 2022-23
  - Districts saw relief in the PERS/STRS contribution percentage provided by the State due to COVID-19. That relief sunsets in 2022-23.
- Declining enrollment before COVID and now significant decline due to COVID.
- The continued cost of operations with step and column adjustments, health and welfare costs continuing to rise, and the continued rise of Special Education.

With all of these factors, the District could not meet the 3% reserve for economic uncertainty in 2023-24 at First Interim. The District had put a place holder of "other adjustments" of ($6,250,000) in reductions that needed to be addressed. This assumption has been updated for Second Interim ($4,500,000). Along with this placeholder of other adjustments, the following changes and reductions are proposed for the fiscal stabilization plan.

As stated on page 1 of this report, at the January presentation of the Governor's Proposed 2022-23 budget, the Governor included a proposal to aid the significant decline in enrollment schools across the State are experiencing. Rather than being funded on Ed Code (EC 42238.05(a)(1), he proposed that funding would be based on the greater of current year average daily attendance (ADA), prior year ADA or *computed average ADA* using the previous three years' ADA. This change is to turn the steep ADA decline, which is a decline in funding, into an ADA softer landing. This proposed solution to the way districts would be funded in the fiscal Year 2022-23 and 2023-24 is based on the actual current projections and prior year ADA averaged out. The difference in revenue the District would receive with this 'softer landing' approach is set aside in the ending fund balance of the multi-year projection since it is not guaranteed legislation as of Second Interim.

- This results in additional in LCFF funding
  - 2022-23 $6,740,212 in additional LCFF funding
  - 2023-24 $4,725,255 in additional LCFF funding
  - The additional funding is set aside in the ending fund balance until the proposed trailer bill is approved on July 1. More information will be forthcoming once the Governor's May Revision to his proposed budget is presented.
- Should this proposed computed average ADA bill pass, the District can remove its "other adjustments" of ($4,500,000) and will meet its 3% REU.

In 2022-23 and 2023-24, the general fund was to resume paying for the cost of OPEB as it has spent down the Board approved $3.5M allowable withdrawal from Fund 71. However, as part of the Fiscal Stabilization Plan, the District is proposing the Board approve to continue to draw down Fund 71.

- Savings would be $1,300,000 each fiscal year for a total savings of $2,600,000.
  - It is projected that the general fund will need to resume its contribution in the 2024-25 fiscal year.

The Governor's projected 2022-23 budget presented this past January provided new assumptions that now affect the 2022-23 and 2023-24 fiscal year. The cost of living adjustment (COLA) changed:

- Changes in COLA from First Interim to Second Interim
  - 2022-23 2.48%
    - 2022-23 5.33%
      - Additional $3,700,000 in LCFF funding
  - 2023-24 3.11%
    - 2023-24 3.64%
      - Additional $4,600,000 in LCFF funding
  - This resulted in additional $8,300,000 in LCFF funding

Along with the changes in COLA, LCFF revenue, and OPEB, the table below are proposed reductions additionally in place within the multi-year projection to remain fiscally solvent:

Proposed Fiscal Stability Plan	2022-23	2023-24
Management		
Frozen Positions		
• Emergency Planning/Safety Coordinator	64,000	64,000
• Supervisor M&O		85,430
• Technology Services Manager	84,300	84,300
• Assistant Principal	122,000	122,000
Certificated		
• Teachers – 18.0 FTE due to declining enrollment	1,216,000	1,216,000
• Teachers – 10.0 FTE due to declining enrollment		675,740
Frozen Positions		
• TOSA – 2.0 FTE	144,000	144,000
• Intervention	45,000	45,000
Benefits associated with the listed positions	567,400	852,500
OPEB Savings	1,300,000	1,300,000
Further reductions should ADA average not pass		4,500,000
Total Proposed Reductions	**$3,542,700**	**$9,088,970**

Description	Object Code	Unaudited Actuals 2020-21			Adopted Budget 2021-22			First Interim 2021-22			Second Interim 2021-22			Projected Year 2022-23			Projected Year 2023-24		
		Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined
A. Revenues																			
LCFF Sources	8010-8099	135,594,258	-	135,594,258	145,444,297	-	145,444,297	145,662,245	-	145,662,245	145,662,245	-	145,662,245	147,150,894	-	147,150,894	149,248,159		149,248,159
Federal Revenue	8100-8299	-	15,965,273	15,965,273	-	5,857,589	5,857,589	-	23,966,725	23,966,725	-	26,676,638	26,676,638	-	5,862,240	5,862,240	-	5,862,240	5,862,240
Other State Revenues	8300-8599	3,229,066	29,200,053	32,429,119	2,958,598	13,108,083	16,066,681	2,972,044	27,851,380	30,823,424	2,972,044	28,374,738	31,346,782	3,059,359	13,692,263	16,751,621	3,047,392	14,032,960	17,080,352
Other Local Revenues	8600-8799	949,233	2,492,609	3,441,842	797,987	1,680,558	2,478,545	257,987	5,634,224	5,892,211	2,056,020	6,072,856	8,128,876	257,987	1,952,867	2,210,854	257,987	1,952,867	2,210,854
Total Revenue		**139,772,557**	**47,657,935**	**187,430,491**	**149,200,882**	**20,646,230**	**169,847,112**	**148,892,276**	**57,452,329**	**206,344,605**	**150,690,309**	**61,124,232**	**211,814,541**	**150,468,240**	**21,507,370**	**171,975,609**	**152,553,538**	**21,848,067**	**174,401,605**
B. Expenditures																			-
Certificated Salaries	1000-1999	56,868,208	17,455,754	74,323,962	55,987,852	19,667,685	75,655,537	56,029,554	20,074,984	76,104,538	56,167,664	19,933,871	76,101,535	58,896,067	14,657,459	73,553,525	60,935,331	12,271,504	73,206,835
Classified Salaries	2000-2999	14,766,709	14,236,758	29,003,467	17,286,480	13,404,473	30,690,953	16,725,817	14,253,554	30,979,371	16,642,780	13,768,416	30,411,196	16,885,414	11,485,708	28,371,122	17,036,380	11,566,825	28,603,204
Employee Benefits	3000-3999	24,970,684	17,958,392	42,929,076	29,034,927	12,505,802	41,540,729	27,594,502	13,296,712	40,891,214	26,931,151	12,769,947	39,701,098	29,857,133	11,179,989	41,037,122	30,672,846	10,856,491	41,529,337
Books and Supplies	4000-4999	722,113	5,671,910	6,394,023	1,527,746	4,249,652	5,777,398	3,760,482	17,988,873	21,749,355	4,511,044	17,762,627	22,273,671	2,183,327	5,596,507	7,779,834	2,066,643	2,643,181	4,709,824
Services and Other Operating Expenditures	5000-5999	6,151,473	13,263,913	19,415,386	9,709,234	11,324,858	21,034,092	10,287,205	18,319,151	28,606,356	10,714,534	21,996,075	32,710,609	9,348,148	13,653,398	23,001,546	9,369,235	12,825,236	22,194,471
Capital Outlay/Depreciation	6000-6999	77,134	144,630	221,764	170,999	1,056,316	1,227,315	101,334	649,997	751,331	101,334	1,012,354	1,113,688	-	-	-	-	-	-
Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	1,688,728	940,885	2,629,613	1,867,726	1,128,470	2,996,196	1,563,063	1,052,542	2,615,605	1,609,086	1,052,542	2,661,628	1,680,086	1,052,542	2,732,628	1,751,086	1,052,542	2,803,628
Other Outgo - Transfers of Indirect Costs	7300-7399	(1,587,562)	1,048,424	(539,138)	(1,983,119)	1,411,385	(571,734)	(2,493,017)	1,957,656	(535,361)	(2,365,658)	1,853,793	(511,865)	(1,215,117)	703,252	(511,865)	(1,162,666)	650,801	(511,865)
Other Adjustments - Expenditures										-			-				(4,500,000)		(4,500,000)
Total Expenditures		**103,657,487**	**70,720,666**	**174,378,154**	**113,601,845**	**64,748,641**	**178,350,486**	**113,568,940**	**87,593,469**	**201,162,409**	**114,311,935**	**90,149,625**	**204,461,560**	**117,635,056**	**58,328,855**	**175,963,912**	**116,168,854**	**51,866,581**	**168,035,435**
C. Excess (Deficiency) of Revenues over Expenditures before Other Financing Sources and Uses		**36,115,069**	**##########**	**13,052,338**	**35,599,037**	**(44,102,411)**	**(8,503,374)**	**35,323,336**	**(30,141,140)**	**5,182,196**	**36,378,374**	**(29,025,393)**	**7,352,981**	**32,833,183**	**(36,821,486)**	**(3,988,302)**	**36,384,684**	**(30,018,514)**	**6,366,170**
D. Other Financing Sources/Uses																			-
Interfund Transfers																			-
Transfers In	8900-8929													-	-	-	-	-	-
Transfers Out	7600-7629	(1,077,674)		(1,077,674)	(376,513)		(376,513)	(30,476)		(30,476)	(354,062)		(354,062)	(150,000)		(150,000)	(150,000)		(150,000)
Other Sources/Uses																			-
Sources	8930-8979													-	-	-	-	-	-
Uses	7630-7699													-	-	-	-	-	-
Other Adjustments - Other Financing Uses																-			-
Contributions	8980-8999	(25,792,032)	25,792,032		(26,948,531)	26,948,531	-	(27,252,626)	27,252,626	-	(27,030,511)	27,030,511	-	(28,917,008)	28,917,008	-	(30,018,514)	30,018,514	-
Total Other Financing Sources/Uses		(26,869,705)	25,792,032	(1,077,674)	(27,325,044)	26,948,531	(376,513)	(27,283,102)	27,252,626	(30,476)	(27,384,573)	27,030,511	(354,062)	(29,067,008)	28,917,008	(150,000)	(30,168,514)	30,018,514	(150,000)
Balance/Net Position		**9,245,364**	**2,729,300**	**11,974,664**	**8,273,993**	**(17,153,880)**	**(8,879,887)**	**8,040,234**	**(2,888,514)**	**5,151,720**	**8,993,801**	**(1,994,882)**	**6,998,919**	**3,766,175**	**(7,904,479)**	**(4,138,302)**	**6,216,169**	**0**	**6,216,170**
F. Fund Balance, Reserves/Net Position													-						-
Beginning Fund Balance/Net Position													-						-
As of July 1 - Unaudited	9791	9,176,353	7,170,060	16,346,413	19,196,359	21,375,615	40,571,974	18,421,717	9,899,360	28,321,077	18,421,717	9,899,360	28,321,077	27,415,518	7,904,478	35,319,996	31,181,693	(0)	31,181,693
Audit Adjustments	9793												-	-	-	-	-	-	-
As of July 1- Audited													-						-
Other Restatements	9795												-	-	-	-	-	-	-
Adjusted Beginning Balance													-		-				-
Ending Balance/Net Position, June 30		**18,421,717**	**9,899,360**	**28,321,077**	**27,470,352**	**4,221,735**	**31,692,087**	**26,461,951**	**7,010,846**	**33,472,797**	**27,415,518**	**7,904,478**	**35,319,996**	**31,181,693**	**(0)**	**31,181,694**	**37,397,863**	**(0)**	**37,397,863**
Components of Ending Fund Balance																			-
Nonspendable (Revolving Cash / Stores)	9710-9719	38,396		38,396	100,060		100,060	100,060		100,060	100,060		100,060	100,060	-	100,060	100,060	-	100,060
Restricted	9740			-			-			-			-	-		-	-		-
Committed				-			-			-			-			-			-
Stabilization Arrangements	9750			-			-			-			-	-	-	-	-	-	-
Other Commitments	9760			-			-			-			-		-	-		-	-
Site Carry Over		421,772		421,772			-			-			-			-			-
Projected Computed Average ADA														6,740,212		6,740,212	11,465,467		11,465,467
Restricted Gift Carry Over			3,817,728	3,817,728			-			-			-		-	-		-	-
Assigned LCAP Supplemental Cumulative		3,540,074		3,540,074	2,593,999		2,593,999			-			-			-	-		-
Restricted Carry-Over			4,388,259	4,388,259						-			-						
Restricted One time State & Federal Funding			1,693,372	1,693,372		4,221,735	4,221,735		7,010,846	7,010,846		7,904,478	7,904,478			-			
CSEA Job Study		390,000		390,000	390,000		390,000	390,000		390,000	1,087,500		1,087,500	870,000	-	870,000	1,305,000	-	1,305,000
Vacation Liability		272,000		272,000	1,441,606		1,441,606	272,000		272,000	272,000		272,000	272,000	-	272,000	272,000	-	272,000
BTA 5%											3,833,320		3,833,320	7,666,640		7,666,640	11,499,959		11,499,959
CSEA 5%											1,638,811		1,638,811	3,277,622		3,277,622	4,916,433		4,916,433
BASA 5%					441,136		441,136			-	736,518		736,518	1,473,036		1,473,036	2,209,554		2,209,554
H&W 1% Increase											182,400		182,400	364,800		364,800	547,200		547,200
Fiscal Stability Assigned		3,232,125		3,232,125	11,779,931		11,779,931	13,628,317		13,628,317	7,275,972		7,275,972		-	-		-	-
Other Assignments	9780			-			-			-			-			-			-
Unassigned/Unappropriated				-			-			-			-			-			-
Reserve for Economic Uncertainties	9789	5,263,675		5,263,675	5,361,810		5,361,810	6,035,787		6,035,787	6,144,469		6,144,469	5,283,417		5,283,417	5,045,563		5,045,563
Board Approved Reserve	9790	5,263,675	(0)	5,263,675	5,361,810	-	5,361,810	6,035,787	0	6,035,787	6,144,469	0	6,144,469	5,133,906	(0)	5,133,906	36,626	(0)	36,626

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

Signed: _____ Date: _____
District Superintendent or Designee

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

To the County Superintendent of Schools:
This interim report and certification of financial condition are hereby filed by the governing board of the school district. (Pursuant to EC Section 42131)

Meeting Date: March 17, 2022 Signed: _____
President of the Governing Board

CERTIFICATION OF FINANCIAL CONDITION

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

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

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

Contact person for additional information on the interim report:

Name: Debbie Kukta Telephone: 818-729-4473

Title: Assistant Superintendent Admin Services E-mail: debbiekukta@burbankusd.org

Criteria and Standards Review Summary

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

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Funded ADA for any of the current or two subsequent fiscal years has not changed by more than two percent since first interim.	X	

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since first interim.	X	
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio for the current and two subsequent fiscal years is consistent with historical ratios.	X	
4	Local Control Funding Formula (LCFF) Revenue	Projected LCFF revenue for any of the current or two subsequent fiscal years has not changed by more than two percent since first interim.		X
5	Salaries and Benefits	Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.		X
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since first interim.		X
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since first interim.		X
7	Ongoing and Major Maintenance Account	If applicable, changes occurring since first interim meet the required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account).	X	
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.	X	
9a	Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years.	X	

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

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2020-21) annual payment?		X
		• If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?	X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?	X	
		• If yes, have there been changes since first interim in OPEB liabilities?	n/a	
S7b	Other Self-insurance Benefits	Does the district operate any self-insurance programs (e.g., workers' compensation)?		X
		• If yes, have there been changes since first interim in self-insurance liabilities?	X	
S8	Status of Labor Agreements	As of second interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)		X
		• Classified? (Section S8B, Line 1b)		X
		• Management/supervisor/confidential? (Section S8C, Line 1b)	n/a	
S8	Labor Agreement Budget Revisions	For negotiations settled since first interim, per Government Code Section 3547.5(c), are budget revisions still needed to meet the costs of the collective bargaining agreement(s) for:		
		• Certificated? (Section S8A, Line 3)	n/a	
		• Classified? (Section S8B, Line 3)	n/a	
S9	Status of Other Funds	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	

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

G = General Ledger Data; S = Supplemental Data

Form	Description	Data Supplied For: 2021-22 Original Budget	2021-22 Board Approved Operating Budget	2021-22 Actuals to Date	2021-22 Projected Totals
01I	General Fund/County School Service Fund	GS	GS	GS	GS
08I	Student Activity Special Revenue Fund				
09I	Charter Schools Special Revenue Fund				
10I	Special Education Pass-Through Fund				
11I	Adult Education Fund	G	G	G	G
12I	Child Development Fund	G	G	G	G
13I	Cafeteria Special Revenue Fund	G	G	G	G
14I	Deferred Maintenance Fund	G	G	G	G
15I	Pupil Transportation Equipment Fund				
17I	Special Reserve Fund for Other Than Capital Outlay Projects				
18I	School Bus Emissions Reduction Fund				
19I	Foundation Special Revenue Fund				
20I	Special Reserve Fund for Postemployment Benefits				
21I	Building Fund	G	G	G	G
25I	Capital Facilities Fund	G	G	G	G
30I	State School Building Lease-Purchase Fund				
35I	County School Facilities Fund	G	G	G	G
40I	Special Reserve Fund for Capital Outlay Projects	G	G	G	G
49I	Capital Project Fund for Blended Component Units				
51I	Bond Interest and Redemption Fund	G	G		G
52I	Debt Service Fund for Blended Component Units				
53I	Tax Override Fund				
56I	Debt Service Fund				
57I	Foundation Permanent Fund				
61I	Cafeteria Enterprise Fund				
62I	Charter Schools Enterprise Fund				
63I	Other Enterprise Fund				
66I	Warehouse Revolving Fund				
67I	Self-Insurance Fund	G	G	G	G
71I	Retiree Benefit Fund	G	G	G	G
73I	Foundation Private-Purpose Trust Fund				
76I	Warrant/Pass-Through Fund				
95I	Student Body Fund				
AI	Average Daily Attendance	S	S		S
CASH	Cashflow Worksheet				S
CHG	Change Order Form				
CI	Interim Certification				S
ESMOE	Every Student Succeeds Act Maintenance of Effort				GS
ICR	Indirect Cost Rate Worksheet				S
MYPI	Multiyear Projections - General Fund				GS
SIAI	Summary of Interfund Activities - Projected Year Totals				G
01CSI	Criteria and Standards Review				S

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) LCFF Sources		8010-8099	145,444,297.00	145,662,245.00	99,039,028.76	145,662,245.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	2,958,598.00	2,972,044.00	2,216,924.43	2,972,044.00	0.00	0.0%
4) Other Local Revenue		8600-8799	797,987.00	257,987.00	411,804.28	2,056,020.00	1,798,033.00	696.9%
5) TOTAL, REVENUES			149,200,882.00	148,892,276.00	101,667,757.47	150,690,309.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	55,987,852.00	56,029,554.00	32,289,713.13	56,167,664.00	(138,110.00)	-0.2%
2) Classified Salaries		2000-2999	17,286,480.00	16,725,817.00	8,131,400.72	16,642,780.00	83,037.00	0.5%
3) Employee Benefits		3000-3999	29,034,927.00	27,594,502.00	14,374,996.54	26,931,151.00	663,351.00	2.4%
4) Books and Supplies		4000-4999	1,527,746.00	3,760,482.00	1,162,536.68	4,511,044.00	(750,562.00)	-20.0%
5) Services and Other Operating Expenditures		5000-5999	9,709,234.00	10,287,205.00	6,921,621.09	10,714,534.00	(427,329.00)	-4.2%
6) Capital Outlay		6000-6999	170,999.00	101,334.00	1,334.00	101,334.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	1,867,726.00	1,563,063.00	868,811.84	1,609,086.00	(46,023.00)	-2.9%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(1,983,119.00)	(2,493,017.00)	(11,673.87)	(2,365,658.00)	(127,359.00)	5.1%
9) TOTAL, EXPENDITURES			113,601,845.00	113,568,940.00	63,738,740.13	114,311,935.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			35,599,037.00	35,323,336.00	37,929,017.34	36,378,374.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	376,513.00	30,476.00	0.00	354,062.00	(323,586.00)	-1061.8%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(26,948,531.00)	(27,252,626.00)	0.00	(27,030,511.00)	222,115.00	-0.8%
4) TOTAL, OTHER FINANCING SOURCES/USES			(27,325,044.00)	(27,283,102.00)	0.00	(27,384,573.00)		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			8,273,993.00	8,040,234.00	37,929,017.34	8,993,801.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	18,421,716.55	18,421,716.55		18,421,716.55	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			18,421,716.55	18,421,716.55		18,421,716.55		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			18,421,716.55	18,421,716.55		18,421,716.55		
2) Ending Balance, June 30 (E + F1e)			26,695,709.55	26,461,950.55		27,415,517.55		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	25,060.00	25,060.00		25,060.00		
Stores		9712	75,000.00	75,000.00		75,000.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	15,205,066.00	12,441,931.00		14,844,121.00		
ASSIGNED LCAP SUPPLEMENTAL	0000	9780	*2,593,999.00*					
CSEA JOB STUDY	0000	9780	*390,000.00*					
BASA 1% AND RETRO	0000	9780	*441,136.00*					
FISCAL STABILITY ASSIGNED	0000	9780	*11,779,931.00*					
CSEA JOB STUDY	0000	9780		*390,000.00*				
VACATION LIABILITY	0000	9780		*272,000.00*				
FISCAL STABILITY ASSIGNED	0000	9780		*11,779,931.00*				
CSEA JOB STUDY	0000	9780				*1,087,500.00*		
VACATION LIABILITY	0000	9780				*272,000.00*		
BTA 5%	0000	9780				*3,833,320.00*		
CSEA 5%	0000	9780				*1,638,811.00*		
BASA 5%	0000	9780				*736,518.00*		
FISCAL STABILITY ASSIGNED	0000	9780				*7,275,972.00*		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	11,390,583.55	13,919,959.55		12,471,336.55		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
LCFF SOURCES								
Principal Apportionment State Aid - Current Year		8011	67,885,723.00	65,091,974.00	57,863,581.00	67,896,545.00	2,804,571.00	4.3%
Education Protection Account State Aid - Current Year		8012	21,626,300.00	21,839,586.00	10,919,793.00	21,839,586.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	2,465,749.00	0.00	0.00	0.0%
Tax Relief Subventions Homeowners' Exemptions		8021	180,934.00	168,203.00	83,708.48	168,203.00	0.00	0.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	194,501.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes Secured Roll Taxes		8041	41,679,271.00	35,792,949.00	19,047,596.62	32,988,378.00	(2,804,571.00)	-7.8%
Unsecured Roll Taxes		8042	0.00	490,092.00	420,994.76	490,092.00	0.00	0.0%
Prior Years' Taxes		8043	1,159,553.00	453,750.00	1,585,327.14	453,750.00	0.00	0.0%
Supplemental Taxes		8044	751,877.00	801,746.00	456,715.80	801,746.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	3,647,472.00	9,566,197.00	430,884.85	9,566,197.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	8,318,666.00	11,457,748.00	5,731,753.30	11,457,748.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	32,924.81	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604) Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			145,444,297.00	145,662,245.00	99,039,028.76	145,662,245.00	0.00	0.0%
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			145,444,297.00	145,662,245.00	99,039,028.76	145,662,245.00	0.00	0.0%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00		
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00		
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00		
Donated Food Commodities		8221	0.00	0.00	0.00	0.00		
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00		
Title I, Part A, Basic	3010	8290						
Title I, Part D, Local Delinquent Programs	3025	8290						
Title II, Part A, Supporting Effective Instruction	4035	8290						

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Title III, Part A, Immigrant Student Program	4201	8290						
Title III, Part A, English Learner Program	4203	8290						
Public Charter Schools Grant Program (PCSGP)	4610	8290						
Other NCLB / Every Student Succeeds Act	3040, 3045, 3060, 3061, 3110, 3150, 3155, 3180, 3182, 4037, 4123, 4124, 4126, 4127, 4128, 5630	8290						
Career and Technical Education	3500-3599	8290						
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement Prior Years	6360	8319						
Special Education Master Plan Current Year	6500	8311						
Prior Years	6500	8319						
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00		
Mandated Costs Reimbursements		8550	627,039.00	640,485.00	640,485.00	640,485.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	2,331,559.00	2,331,559.00	1,576,439.43	2,331,559.00	0.00	0.0%
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00		
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590						
Charter School Facility Grant	6030	8590						
Career Technical Education Incentive Grant Program	6387	8590						
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590						
California Clean Energy Jobs Act	6230	8590						
Specialized Secondary	7370	8590						
American Indian Early Childhood Education	7210	8590						
All Other State Revenue	All Other	8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			2,958,598.00	2,972,044.00	2,216,924.43	2,972,044.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
OTHER LOCAL REVENUE								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00		
Unsecured Roll		8616	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00		
Supplemental Taxes		8618	0.00	0.00	0.00	0.00		
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00		
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	700,000.00	160,000.00	61,776.82	160,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	400.00	400.00	165.00	400.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	97,587.00	97,587.00	349,862.46	1,895,620.00	1,798,033.00	1842.5%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791						
From County Offices	6500	8792						
From JPAs	6500	8793						
ROC/P Transfers								
From Districts or Charter Schools	6360	8791						
From County Offices	6360	8792						
From JPAs	6360	8793						
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			797,987.00	257,987.00	411,804.28	2,056,020.00	1,798,033.00	696.9%
TOTAL, REVENUES			149,200,882.00	148,892,276.00	101,667,757.47	150,690,309.00	1,798,033.00	1.2%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Certificated Teachers' Salaries		1100	44,992,828.00	44,475,051.00	26,206,705.75	44,521,952.00	(46,901.00)	-0.1%
Certificated Pupil Support Salaries		1200	3,383,247.00	3,461,781.00	1,839,784.89	3,468,717.00	(6,936.00)	-0.2%
Certificated Supervisors' and Administrators' Salaries		1300	5,344,627.00	5,780,472.00	3,108,039.37	5,786,858.00	(6,386.00)	-0.1%
Other Certificated Salaries		1900	2,267,150.00	2,312,250.00	1,135,183.12	2,390,137.00	(77,887.00)	-3.4%
TOTAL, CERTIFICATED SALARIES			55,987,852.00	56,029,554.00	32,289,713.13	56,167,664.00	(138,110.00)	-0.2%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	1,311,318.00	1,258,609.00	540,364.41	1,217,806.00	40,803.00	3.2%
Classified Support Salaries		2200	6,423,709.00	6,554,455.00	3,207,827.72	6,480,701.00	73,754.00	1.1%
Classified Supervisors' and Administrators' Salaries		2300	1,350,039.00	1,475,002.00	825,057.47	1,479,391.00	(4,389.00)	-0.3%
Clerical, Technical and Office Salaries		2400	7,440,931.00	6,701,168.00	3,215,924.83	6,711,426.00	(10,258.00)	-0.2%
Other Classified Salaries		2900	760,483.00	736,583.00	342,226.29	753,456.00	(16,873.00)	-2.3%
TOTAL, CLASSIFIED SALARIES			17,286,480.00	16,725,817.00	8,131,400.72	16,642,780.00	83,037.00	0.5%
EMPLOYEE BENEFITS								
STRS		3101-3102	9,257,111.00	9,298,741.00	5,333,542.14	9,319,423.00	(20,682.00)	-0.2%
PERS		3201-3202	3,836,067.00	3,732,227.00	1,722,767.54	3,784,122.00	(51,895.00)	-1.4%
OASDI/Medicare/Alternative		3301-3302	2,194,786.00	2,152,857.00	1,130,505.96	2,149,828.00	3,029.00	0.1%
Health and Welfare Benefits		3401-3402	9,566,793.00	9,572,491.00	4,847,394.17	9,551,249.00	21,242.00	0.2%
Unemployment Insurance		3501-3502	1,336,684.00	364,911.00	199,952.78	365,076.00	(165.00)	0.0%
Workers' Compensation		3601-3602	1,502,486.00	1,596,391.00	670,876.82	1,600,221.00	(3,830.00)	-0.2%
OPEB, Allocated		3701-3702	1,341,000.00	876,884.00	469,957.13	161,232.00	715,652.00	81.6%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			29,034,927.00	27,594,502.00	14,374,996.54	26,931,151.00	663,351.00	2.4%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	13,869.00	13,869.00	0.00	13,069.00	800.00	5.8%
Books and Other Reference Materials		4200	22,229.00	23,153.00	9,898.95	28,602.00	(5,449.00)	-23.5%
Materials and Supplies		4300	1,486,923.00	3,702,319.00	1,134,904.79	4,436,379.00	(734,060.00)	-19.8%
Noncapitalized Equipment		4400	4,725.00	21,141.00	17,732.94	32,994.00	(11,853.00)	-56.1%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			1,527,746.00	3,760,482.00	1,162,536.68	4,511,044.00	(750,562.00)	-20.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	10,715.00	12,296.00	4,183.66	12,498.00	(202.00)	-1.6%
Dues and Memberships		5300	41,266.00	40,957.00	50,616.05	56,452.00	(15,495.00)	-37.8%
Insurance		5400-5450	1,683,917.00	2,158,842.00	1,908,842.00	2,158,842.00	0.00	0.0%
Operations and Housekeeping Services		5500	2,612,000.00	2,694,322.00	1,788,792.60	2,967,715.00	(273,393.00)	-10.1%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	523,326.00	404,639.00	87,765.05	414,890.00	(10,251.00)	-2.5%
Transfers of Direct Costs		5710	(291,612.00)	(311,521.00)	(2,054.81)	(322,818.00)	11,297.00	-3.6%
Transfers of Direct Costs - Interfund		5750	(170,500.00)	(171,696.00)	(3,559.43)	(171,696.00)	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	5,011,930.00	5,149,288.00	2,995,400.16	5,291,660.00	(142,372.00)	-2.8%
Communications		5900	288,192.00	310,078.00	91,635.81	306,991.00	3,087.00	1.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			9,709,234.00	10,287,205.00	6,921,621.09	10,714,534.00	(427,329.00)	-4.2%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	170,999.00	100,000.00	0.00	100,000.00	0.00	0.0%
Equipment Replacement		6500	0.00	1,334.00	1,334.00	1,334.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			170,999.00	101,334.00	1,334.00	101,334.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	15,642.00	7,860.00	15,642.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	83,712.00	69,890.00	81,453.00	115,913.00	(46,023.00)	-65.9%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221						
To County Offices	6500	7222						
To JPAs	6500	7223						
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221						
To County Offices	6360	7222						
To JPAs	6360	7223						
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	400,092.00	446,084.00	219,938.25	446,084.00	0.00	0.0%
Other Debt Service - Principal		7439	1,383,922.00	1,031,447.00	559,560.59	1,031,447.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			1,867,726.00	1,563,063.00	868,811.84	1,609,086.00	(46,023.00)	-2.9%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	(1,411,385.00)	(1,957,656.00)	(11,673.87)	(1,853,793.00)	(103,863.00)	5.3%
Transfers of Indirect Costs - Interfund		7350	(571,734.00)	(535,361.00)	0.00	(511,865.00)	(23,496.00)	4.4%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(1,983,119.00)	(2,493,017.00)	(11,673.87)	(2,365,658.00)	(127,359.00)	5.1%
TOTAL, EXPENDITURES			113,601,845.00	113,568,940.00	63,738,740.13	114,311,935.00	(742,995.00)	-0.7%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Child Development Fund		7611	376,513.00	30,476.00	0.00	354,062.00	(323,586.00)	-1061.8%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			376,513.00	30,476.00	0.00	354,062.00	(323,586.00)	-1061.8%
OTHER SOURCES/USES								
SOURCES								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	(26,948,531.00)	(27,252,626.00)	0.00	(27,030,511.00)	222,115.00	-0.8%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(26,948,531.00)	(27,252,626.00)	0.00	(27,030,511.00)	222,115.00	-0.8%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			(27,325,044.00)	(27,283,102.00)	0.00	(27,384,573.00)	(101,471.00)	0.4%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	5,857,589.00	23,966,725.00	7,388,671.54	26,676,638.00	2,709,913.00	11.3%
3) Other State Revenue		8300-8599	13,108,083.00	27,851,380.00	19,665,729.90	28,374,738.00	523,358.00	1.9%
4) Other Local Revenue		8600-8799	1,680,558.00	5,634,224.00	2,918,772.52	6,072,856.00	438,632.00	7.8%
5) TOTAL, REVENUES			20,646,230.00	57,452,329.00	29,973,173.96	61,124,232.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	19,667,685.00	20,074,984.00	8,148,729.91	19,933,871.00	141,113.00	0.7%
2) Classified Salaries		2000-2999	13,404,473.00	14,253,554.00	6,829,398.27	13,768,416.00	485,138.00	3.4%
3) Employee Benefits		3000-3999	12,505,802.00	13,296,712.00	5,373,905.25	12,769,947.00	526,765.00	4.0%
4) Books and Supplies		4000-4999	4,249,652.00	17,988,873.00	3,265,918.72	17,762,627.00	226,246.00	1.3%
5) Services and Other Operating Expenditures		5000-5999	11,324,858.00	18,319,151.00	8,071,735.11	21,996,075.00	(3,676,924.00)	-20.1%
6) Capital Outlay		6000-6999	1,056,316.00	649,997.00	356,348.29	1,012,354.00	(362,357.00)	-55.7%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	1,128,470.00	1,052,542.00	156,038.42	1,052,542.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	1,411,385.00	1,957,656.00	11,673.87	1,853,793.00	103,863.00	5.3%
9) TOTAL, EXPENDITURES			64,748,641.00	87,593,469.00	32,213,747.84	90,149,625.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(44,102,411.00)	(30,141,140.00)	(2,240,573.88)	(29,025,393.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	26,948,531.00	27,252,626.00	0.00	27,030,511.00	(222,115.00)	-0.8%
4) TOTAL, OTHER FINANCING SOURCES/USES			26,948,531.00	27,252,626.00	0.00	27,030,511.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(17,153,880.00)	(2,888,514.00)	(2,240,573.88)	(1,994,882.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	9,899,359.54	9,899,359.54		9,899,359.54	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			9,899,359.54	9,899,359.54		9,899,359.54		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			9,899,359.54	9,899,359.54		9,899,359.54		
2) Ending Balance, June 30 (E + F1e)			(7,254,520.46)	7,010,845.54		7,904,477.54		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	8,331,172.28	7,010,845.54		7,904,477.54		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	(15,585,692.74)	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
LCFF SOURCES								
Principal Apportionment State Aid - Current Year		8011	0.00	0.00	0.00	0.00		
Education Protection Account State Aid - Current Year		8012	0.00	0.00	0.00	0.00		
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00		
Tax Relief Subventions Homeowners' Exemptions		8021	0.00	0.00	0.00	0.00		
Timber Yield Tax		8022	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00		
County & District Taxes Secured Roll Taxes		8041	0.00	0.00	0.00	0.00		
Unsecured Roll Taxes		8042	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8043	0.00	0.00	0.00	0.00		
Supplemental Taxes		8044	0.00	0.00	0.00	0.00		
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00		
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00		
Miscellaneous Funds (EC 41604) Royalties and Bonuses		8081	0.00	0.00	0.00	0.00		
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00		
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00		
Subtotal, LCFF Sources			0.00	0.00	0.00	0.00		
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091						
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00		
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	2,886,972.00	2,886,972.00	0.00	2,886,972.00	0.00	0.0%
Special Education Discretionary Grants		8182	248,356.00	250,362.00	0.00	250,362.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00		
Flood Control Funds		8270	0.00	0.00	0.00	0.00		
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00		
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	1,669,208.00	1,980,109.00	1,281,811.00	1,980,069.00	(40.00)	0.0%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	300,432.00	450,092.00	207,918.50	450,092.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Title III, Part A, Immigrant Student Program	4201	8290	0.00	27,271.00	30,346.00	27,271.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	176,290.00	273,873.00	100,999.00	273,873.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3040, 3045, 3060, 3061, 3110, 3150, 3155, 3180, 3182, 4037, 4123, 4124, 4126, 4127, 4128, 5630	8290	127,944.00	317,184.00	254,651.30	518,903.00	201,719.00	63.6%
Career and Technical Education	3500-3599	8290	74,956.00	78,268.00	4,953.00	78,268.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	373,431.00	17,702,594.00	5,507,992.74	20,210,828.00	2,508,234.00	14.2%
TOTAL, FEDERAL REVENUE			5,857,589.00	23,966,725.00	7,388,671.54	26,676,638.00	2,709,913.00	11.3%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement Prior Years	6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan Current Year	6500	8311	9,330,840.00	9,330,988.00	8,477,639.00	9,330,988.00	0.00	0.0%
Prior Years	6500	8319	42,073.00	42,073.00	39,308.00	42,073.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.00	0.00		
Lottery - Unrestricted and Instructional Materia		8560	747,100.00	747,100.00	512,166.79	747,100.00	0.00	0.0%
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	603,835.00	661,720.00	0.00	661,720.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	500,000.00	957,669.00	457,668.20	967,669.00	10,000.00	1.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	1,884,235.00	16,111,830.00	10,178,947.91	16,625,188.00	513,358.00	3.2%
TOTAL, OTHER STATE REVENUE			13,108,083.00	27,851,380.00	19,665,729.90	28,374,738.00	523,358.00	1.9%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
OTHER LOCAL REVENUE								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	786,055.91	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	312,546.00	348,415.00	169,318.42	348,415.00	0.00	0.0%
Interest		8660	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00		
Non-Resident Students		8672	0.00	0.00	0.00	0.00		
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	94,401.00	65,620.00	0.00	65,620.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustme		8691	0.00	0.00	0.00	0.00		
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	752,324.00	4,439,171.00	1,963,398.19	4,877,803.00	438,632.00	9.9%
Tuition		8710	521,287.00	781,018.00	0.00	781,018.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,680,558.00	5,634,224.00	2,918,772.52	6,072,856.00	438,632.00	7.8%
TOTAL, REVENUES			20,646,230.00	57,452,329.00	29,973,173.96	61,124,232.00	3,671,903.00	6.4%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	16,568,280.00	16,787,282.00	6,599,948.03	16,951,232.00	(163,950.00)	-1.0%
Certificated Pupil Support Salaries		1200	1,115,575.00	1,359,161.00	551,710.81	1,075,587.00	283,574.00	20.9%
Certificated Supervisors' and Administrators' Salaries		1300	410,700.00	453,908.00	227,015.58	464,392.00	(10,484.00)	-2.3%
Other Certificated Salaries		1900	1,573,130.00	1,474,633.00	770,055.49	1,442,660.00	31,973.00	2.2%
TOTAL, CERTIFICATED SALARIES			19,667,685.00	20,074,984.00	8,148,729.91	19,933,871.00	141,113.00	0.7%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	7,773,731.00	7,915,382.00	3,622,388.93	7,599,739.00	315,643.00	4.0%
Classified Support Salaries		2200	4,501,737.00	4,537,538.00	2,106,789.47	4,273,987.00	263,551.00	5.8%
Classified Supervisors' and Administrators' Salaries		2300	247,278.00	255,054.00	138,073.55	256,694.00	(1,640.00)	-0.6%
Clerical, Technical and Office Salaries		2400	736,940.00	1,115,551.00	725,145.64	1,145,161.00	(29,610.00)	-2.7%
Other Classified Salaries		2900	144,787.00	430,029.00	237,000.68	492,835.00	(62,806.00)	-14.6%
TOTAL, CLASSIFIED SALARIES			13,404,473.00	14,253,554.00	6,829,398.27	13,768,416.00	485,138.00	3.4%
EMPLOYEE BENEFITS								
STRS		3101-3102	3,248,359.00	3,346,759.00	1,245,725.75	3,211,435.00	135,324.00	4.0%
PERS		3201-3202	3,020,981.00	3,115,796.00	1,355,012.10	2,998,816.00	116,980.00	3.8%
OASDI/Medicare/Alternative		3301-3302	1,302,068.00	1,386,034.00	639,832.02	1,332,037.00	53,997.00	3.9%
Health and Welfare Benefits		3401-3402	4,247,570.00	4,135,577.00	1,651,726.38	3,942,056.00	193,521.00	4.7%
Unemployment Insurance		3501-3502	16,390.00	168,893.00	73,195.27	165,310.00	3,583.00	2.1%
Workers' Compensation		3601-3602	670,434.00	736,167.00	242,328.00	723,835.00	12,332.00	1.7%
OPEB, Allocated		3701-3702	0.00	407,486.00	166,085.73	396,458.00	11,028.00	2.7%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			12,505,802.00	13,296,712.00	5,373,905.25	12,769,947.00	526,765.00	4.0%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	747,100.00	723,026.00	136,970.46	723,026.00	0.00	0.0%
Books and Other Reference Materials		4200	21,309.00	70,577.00	50,268.10	78,926.00	(8,349.00)	-11.8%
Materials and Supplies		4300	3,478,124.00	15,340,735.00	2,513,453.38	15,037,526.00	303,209.00	2.0%
Noncapitalized Equipment		4400	3,119.00	1,854,535.00	565,226.78	1,923,149.00	(68,614.00)	-3.7%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			4,249,652.00	17,988,873.00	3,265,918.72	17,762,627.00	226,246.00	1.3%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	522,082.00	578,250.00	226,013.75	1,391,138.00	(812,888.00)	-140.6%
Travel and Conferences		5200	40,170.00	197,223.00	22,322.63	105,790.00	91,433.00	46.4%
Dues and Memberships		5300	952.00	952.00	952.00	952.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	29,161.00	29,716.00	0.00	29,716.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	328,082.00	381,716.00	163,650.84	383,944.00	(2,228.00)	-0.6%
Transfers of Direct Costs		5710	291,612.00	311,521.00	8,286.95	322,818.00	(11,297.00)	-3.6%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	520.00	265,500.00	(265,500.00)	New
Professional/Consulting Services and Operating Expenditures		5800	10,057,141.00	16,562,759.00	7,430,878.61	19,238,022.00	(2,675,263.00)	-16.2%
Communications		5900	55,658.00	257,014.00	219,110.33	258,195.00	(1,181.00)	-0.5%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			11,324,858.00	18,319,151.00	8,071,735.11	21,996,075.00	(3,676,924.00)	-20.1%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	31,740.00	30,153.00	43,690.00	(11,950.00)	-37.6%
Buildings and Improvements of Buildings		6200	1,041,444.00	60,904.00	32,641.02	310,904.00	(250,000.00)	-410.5%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	5,300.00	267,700.00	144,624.95	359,414.00	(91,714.00)	-34.3%
Equipment Replacement		6500	9,572.00	289,653.00	148,929.32	298,346.00	(8,693.00)	-3.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			1,056,316.00	649,997.00	356,348.29	1,012,354.00	(362,357.00)	-55.7%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	856,946.00	781,018.00	0.00	781,018.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	32,136.00	32,136.00	15,668.65	32,136.00	0.00	0.0%
Other Debt Service - Principal		7439	239,388.00	239,388.00	140,369.77	239,388.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			1,128,470.00	1,052,542.00	156,038.42	1,052,542.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	1,411,385.00	1,957,656.00	11,673.87	1,853,793.00	103,863.00	5.3%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			1,411,385.00	1,957,656.00	11,673.87	1,853,793.00	103,863.00	5.3%
TOTAL, EXPENDITURES			64,748,641.00	87,593,469.00	32,213,747.84	90,149,625.00	(2,556,156.00)	-2.9%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00		
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00		
Proceeds								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	26,948,531.00	27,252,626.00	0.00	27,030,511.00	(222,115.00)	-0.8%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			26,948,531.00	27,252,626.00	0.00	27,030,511.00	(222,115.00)	-0.8%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			26,948,531.00	27,252,626.00	0.00	27,030,511.00	222,115.00	-0.8%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) LCFF Sources		8010-8099	145,444,297.00	145,662,245.00	99,039,028.76	145,662,245.00	0.00	0.0%
2) Federal Revenue		8100-8299	5,857,589.00	23,966,725.00	7,388,671.54	26,676,638.00	2,709,913.00	11.3%
3) Other State Revenue		8300-8599	16,066,681.00	30,823,424.00	21,882,654.33	31,346,782.00	523,358.00	1.7%
4) Other Local Revenue		8600-8799	2,478,545.00	5,892,211.00	3,330,576.80	8,128,876.00	2,236,665.00	38.0%
5) TOTAL, REVENUES			169,847,112.00	206,344,605.00	131,640,931.43	211,814,541.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	75,655,537.00	76,104,538.00	40,438,443.04	76,101,535.00	3,003.00	0.0%
2) Classified Salaries		2000-2999	30,690,953.00	30,979,371.00	14,960,798.99	30,411,196.00	568,175.00	1.8%
3) Employee Benefits		3000-3999	41,540,729.00	40,891,214.00	19,748,901.79	39,701,098.00	1,190,116.00	2.9%
4) Books and Supplies		4000-4999	5,777,398.00	21,749,355.00	4,428,455.40	22,273,671.00	(524,316.00)	-2.4%
5) Services and Other Operating Expenditures		5000-5999	21,034,092.00	28,606,356.00	14,993,356.20	32,710,609.00	(4,104,253.00)	-14.3%
6) Capital Outlay		6000-6999	1,227,315.00	751,331.00	357,682.29	1,113,688.00	(362,357.00)	-48.2%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	2,996,196.00	2,615,605.00	1,024,850.26	2,661,628.00	(46,023.00)	-1.8%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(571,734.00)	(535,361.00)	0.00	(511,865.00)	(23,496.00)	4.4%
9) TOTAL, EXPENDITURES			178,350,486.00	201,162,409.00	95,952,487.97	204,461,560.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(8,503,374.00)	5,182,196.00	35,688,443.46	7,352,981.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	376,513.00	30,476.00	0.00	354,062.00	(323,586.00)	-1061.8%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(376,513.00)	(30,476.00)	0.00	(354,062.00)		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(8,879,887.00)	5,151,720.00	35,688,443.46	6,998,919.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	28,321,076.09	28,321,076.09		28,321,076.09	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			28,321,076.09	28,321,076.09		28,321,076.09		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			28,321,076.09	28,321,076.09		28,321,076.09		
2) Ending Balance, June 30 (E + F1e)			19,441,189.09	33,472,796.09		35,319,995.09		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	25,060.00	25,060.00		25,060.00		
Stores		9712	75,000.00	75,000.00		75,000.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	8,331,172.28	7,010,845.54		7,904,477.54		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	15,205,066.00	12,441,931.00		14,844,121.00		
ASSIGNED LCAP SUPPLEMENTAL	0000	9780	*2,593,999.00*					
CSEA JOB STUDY	0000	9780	*390,000.00*					
BASA 1% AND RETRO	0000	9780	*441,136.00*					
FISCAL STABILITY ASSIGNED	0000	9780	*11,779,931.00*					
CSEA JOB STUDY	0000	9780		*390,000.00*				
VACATION LIABILITY	0000	9780		*272,000.00*				
FISCAL STABILITY ASSIGNED	0000	9780		*11,779,931.00*				
CSEA JOB STUDY	0000	9780				*1,087,500.00*		
VACATION LIABILITY	0000	9780				*272,000.00*		
BTA 5%	0000	9780				*3,833,320.00*		
CSEA 5%	0000	9780				*1,638,811.00*		
BASA 5%	0000	9780				*736,518.00*		
FISCAL STABILITY ASSIGNED	0000	9780				*7,275,972.00*		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	11,390,583.55	13,919,959.55		12,471,336.55		
Unassigned/Unappropriated Amount		9790	(15,585,692.74)	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
LCFF SOURCES								
Principal Apportionment State Aid - Current Year		8011	67,885,723.00	65,091,974.00	57,863,581.00	67,896,545.00	2,804,571.00	4.3%
Education Protection Account State Aid - Current Year		8012	21,626,300.00	21,839,586.00	10,919,793.00	21,839,586.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	2,465,749.00	0.00	0.00	0.0%
Tax Relief Subventions Homeowners' Exemptions		8021	180,934.00	168,203.00	83,708.48	168,203.00	0.00	0.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	194,501.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes Secured Roll Taxes		8041	41,679,271.00	35,792,949.00	19,047,596.62	32,988,378.00	(2,804,571.00)	-7.8%
Unsecured Roll Taxes		8042	0.00	490,092.00	420,994.76	490,092.00	0.00	0.0%
Prior Years' Taxes		8043	1,159,553.00	453,750.00	1,585,327.14	453,750.00	0.00	0.0%
Supplemental Taxes		8044	751,877.00	801,746.00	456,715.80	801,746.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	3,647,472.00	9,566,197.00	430,884.85	9,566,197.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	8,318,666.00	11,457,748.00	5,731,753.30	11,457,748.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	32,924.81	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604) Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			145,444,297.00	145,662,245.00	99,039,028.76	145,662,245.00	0.00	0.0%
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			145,444,297.00	145,662,245.00	99,039,028.76	145,662,245.00	0.00	0.0%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	2,886,972.00	2,886,972.00	0.00	2,886,972.00	0.00	0.0%
Special Education Discretionary Grants		8182	248,356.00	250,362.00	0.00	250,362.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	1,669,208.00	1,980,109.00	1,281,811.00	1,980,069.00	(40.00)	0.0%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	300,432.00	450,092.00	207,918.50	450,092.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Title III, Part A, Immigrant Student Program	4201	8290	0.00	27,271.00	30,346.00	27,271.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	176,290.00	273,873.00	100,999.00	273,873.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3040, 3045, 3060, 3061, 3110, 3150, 3155, 3180, 3182, 4037, 4123, 4124, 4126, 4127, 4128, 5630	8290	127,944.00	317,184.00	254,651.30	518,903.00	201,719.00	63.6%
Career and Technical Education	3500-3599	8290	74,956.00	78,268.00	4,953.00	78,268.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	373,431.00	17,702,594.00	5,507,992.74	20,210,828.00	2,508,234.00	14.2%
TOTAL, FEDERAL REVENUE			5,857,589.00	23,966,725.00	7,388,671.54	26,676,638.00	2,709,913.00	11.3%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement Prior Years	6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan Current Year	6500	8311	9,330,840.00	9,330,988.00	8,477,639.00	9,330,988.00	0.00	0.0%
Prior Years	6500	8319	42,073.00	42,073.00	39,308.00	42,073.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	627,039.00	640,485.00	640,485.00	640,485.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materia		8560	3,078,659.00	3,078,659.00	2,088,606.22	3,078,659.00	0.00	0.0%
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	603,835.00	661,720.00	0.00	661,720.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	500,000.00	957,669.00	457,668.20	967,669.00	10,000.00	1.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	1,884,235.00	16,111,830.00	10,178,947.91	16,625,188.00	513,358.00	3.2%
TOTAL, OTHER STATE REVENUE			16,066,681.00	30,823,424.00	21,882,654.33	31,346,782.00	523,358.00	1.7%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
OTHER LOCAL REVENUE								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	786,055.91	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	312,546.00	348,415.00	169,318.42	348,415.00	0.00	0.0%
Interest		8660	700,000.00	160,000.00	61,776.82	160,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	94,401.00	65,620.00	0.00	65,620.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	400.00	400.00	165.00	400.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	849,911.00	4,536,758.00	2,313,260.65	6,773,423.00	2,236,665.00	49.3%
Tuition		8710	521,287.00	781,018.00	0.00	781,018.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			2,478,545.00	5,892,211.00	3,330,576.80	8,128,876.00	2,236,665.00	38.0%
TOTAL, REVENUES			169,847,112.00	206,344,605.00	131,640,931.43	211,814,541.00	5,469,936.00	2.7%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	61,561,108.00	61,262,333.00	32,806,653.78	61,473,184.00	(210,851.00)	-0.3%
Certificated Pupil Support Salaries		1200	4,498,822.00	4,820,942.00	2,391,495.70	4,544,304.00	276,638.00	5.7%
Certificated Supervisors' and Administrators' Salaries		1300	5,755,327.00	6,234,380.00	3,335,054.95	6,251,250.00	(16,870.00)	-0.3%
Other Certificated Salaries		1900	3,840,280.00	3,786,883.00	1,905,238.61	3,832,797.00	(45,914.00)	-1.2%
TOTAL, CERTIFICATED SALARIES			75,655,537.00	76,104,538.00	40,438,443.04	76,101,535.00	3,003.00	0.0%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	9,085,049.00	9,173,991.00	4,162,753.34	8,817,545.00	356,446.00	3.9%
Classified Support Salaries		2200	10,925,446.00	11,091,993.00	5,314,617.19	10,754,688.00	337,305.00	3.0%
Classified Supervisors' and Administrators' Salaries		2300	1,597,317.00	1,730,056.00	963,131.02	1,736,085.00	(6,029.00)	-0.3%
Clerical, Technical and Office Salaries		2400	8,177,871.00	7,816,719.00	3,941,070.47	7,856,587.00	(39,868.00)	-0.5%
Other Classified Salaries		2900	905,270.00	1,166,612.00	579,226.97	1,246,291.00	(79,679.00)	-6.8%
TOTAL, CLASSIFIED SALARIES			30,690,953.00	30,979,371.00	14,960,798.99	30,411,196.00	568,175.00	1.8%
EMPLOYEE BENEFITS								
STRS		3101-3102	12,505,470.00	12,645,500.00	6,579,267.89	12,530,858.00	114,642.00	0.9%
PERS		3201-3202	6,857,048.00	6,848,023.00	3,077,779.64	6,782,938.00	65,085.00	1.0%
OASDI/Medicare/Alternative		3301-3302	3,496,854.00	3,538,891.00	1,770,337.98	3,481,865.00	57,026.00	1.6%
Health and Welfare Benefits		3401-3402	13,814,363.00	13,708,068.00	6,499,120.55	13,493,305.00	214,763.00	1.6%
Unemployment Insurance		3501-3502	1,353,074.00	533,804.00	273,148.05	530,386.00	3,418.00	0.6%
Workers' Compensation		3601-3602	2,172,920.00	2,332,558.00	913,204.82	2,324,056.00	8,502.00	0.4%
OPEB, Allocated		3701-3702	1,341,000.00	1,284,370.00	636,042.86	557,690.00	726,680.00	56.6%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			41,540,729.00	40,891,214.00	19,748,901.79	39,701,098.00	1,190,116.00	2.9%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	760,969.00	736,895.00	136,970.46	736,095.00	800.00	0.1%
Books and Other Reference Materials		4200	43,538.00	93,730.00	60,167.05	107,528.00	(13,798.00)	-14.7%
Materials and Supplies		4300	4,965,047.00	19,043,054.00	3,648,358.17	19,473,905.00	(430,851.00)	-2.3%
Noncapitalized Equipment		4400	7,844.00	1,875,676.00	582,959.72	1,956,143.00	(80,467.00)	-4.3%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			5,777,398.00	21,749,355.00	4,428,455.40	22,273,671.00	(524,316.00)	-2.4%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	522,082.00	578,250.00	226,013.75	1,391,138.00	(812,888.00)	-140.6%
Travel and Conferences		5200	50,885.00	209,519.00	26,506.29	118,288.00	91,231.00	43.5%
Dues and Memberships		5300	42,218.00	41,909.00	51,568.05	57,404.00	(15,495.00)	-37.0%
Insurance		5400-5450	1,683,917.00	2,158,842.00	1,908,842.00	2,158,842.00	0.00	0.0%
Operations and Housekeeping Services		5500	2,641,161.00	2,724,038.00	1,788,792.60	2,997,431.00	(273,393.00)	-10.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	851,408.00	786,355.00	251,415.89	798,834.00	(12,479.00)	-1.6%
Transfers of Direct Costs		5710	0.00	0.00	6,232.14	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(170,500.00)	(171,696.00)	(3,039.43)	93,804.00	(265,500.00)	154.6%
Professional/Consulting Services and Operating Expenditures		5800	15,069,071.00	21,712,047.00	10,426,278.77	24,529,682.00	(2,817,635.00)	-13.0%
Communications		5900	343,850.00	567,092.00	310,746.14	565,186.00	1,906.00	0.3%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			21,034,092.00	28,606,356.00	14,993,356.20	32,710,609.00	(4,104,253.00)	-14.3%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	31,740.00	30,153.00	43,690.00	(11,950.00)	-37.6%
Buildings and Improvements of Buildings		6200	1,041,444.00	60,904.00	32,641.02	310,904.00	(250,000.00)	-410.5%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	176,299.00	367,700.00	144,624.95	459,414.00	(91,714.00)	-24.9%
Equipment Replacement		6500	9,572.00	290,987.00	150,263.32	299,680.00	(8,693.00)	-3.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			1,227,315.00	751,331.00	357,682.29	1,113,688.00	(362,357.00)	-48.2%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	15,642.00	7,860.00	15,642.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	856,946.00	781,018.00	0.00	781,018.00	0.00	0.0%
Payments to County Offices		7142	83,712.00	69,890.00	81,453.00	115,913.00	(46,023.00)	-65.9%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	432,228.00	478,220.00	235,606.90	478,220.00	0.00	0.0%
Other Debt Service - Principal		7439	1,623,310.00	1,270,835.00	699,930.36	1,270,835.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			2,996,196.00	2,615,605.00	1,024,850.26	2,661,628.00	(46,023.00)	-1.8%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00		
Transfers of Indirect Costs - Interfund		7350	(571,734.00)	(535,361.00)	0.00	(511,865.00)	(23,496.00)	4.4%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(571,734.00)	(535,361.00)	0.00	(511,865.00)	(23,496.00)	4.4%
TOTAL, EXPENDITURES			178,350,486.00	201,162,409.00	95,952,487.97	204,461,560.00	(3,299,151.00)	-1.6%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Child Development Fund		7611	376,513.00	30,476.00	0.00	354,062.00	(323,586.00)	-1061.8%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			376,513.00	30,476.00	0.00	354,062.00	(323,586.00)	-1061.8%
OTHER SOURCES/USES								
SOURCES								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00		
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00		
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			(376,513.00)	(30,476.00)	0.00	(354,062.00)	323,586.00	1061.8%

Resource	Description	2021-22 Projected Year Totals
3210	Elementary and Secondary School Emergen	213,660.00
3212	Elementary and Secondary School Emergen	357,531.00
3213	Elementary and Secondary School Emergen	95,714.00
3214	Elementary and Secondary School Emergen	2,519,431.00
3215	Governor's Emergency Education Relief Fun	68,742.00
5640	Medi-Cal Billing Option	0.04
6266		1,936,000.00
6300	Lottery: Instructional Materials	0.18
6536	Special Ed: Dispute Prevention and Dispute	122,525.00
6537	Special Ed: Learning Recovery Support	731,754.00
7311	Classified School Employee Professional De	0.08
7388	SB 117 COVID-19 LEA Response Funds	0.76
7415	Classified School Employee Summer Assista	19,907.00
7422	In-Person Instruction (IPI) Grant	107,653.00
7425	Expanded Learning Opportunities (ELO) Gra	1,731,554.26
7510	Low-Performing Students Block Grant	4.77
8150	Ongoing & Major Maintenance Account (RM	0.02
9010	Other Restricted Local	0.43
Total, Restricted Balance		7,904,477.54

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	259,053.00	268,139.00	(4.99)	268,139.00	0.00	0.0%
3) Other State Revenue		8300-8599	3,814,311.00	3,891,484.00	1,939,286.00	3,891,484.00	0.00	0.0%
4) Other Local Revenue		8600-8799	162,180.00	185,813.00	2,778.59	165,912.00	(19,901.00)	-10.7%
5) TOTAL, REVENUES			4,235,544.00	4,345,436.00	1,942,059.60	4,325,535.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	1,469,682.00	1,636,806.00	669,026.75	1,540,993.00	95,813.00	5.9%
2) Classified Salaries		2000-2999	597,443.00	589,900.00	296,470.96	588,980.00	920.00	0.2%
3) Employee Benefits		3000-3999	661,479.00	750,190.00	327,457.08	737,834.00	12,356.00	1.6%
4) Books and Supplies		4000-4999	127,293.00	141,537.00	33,800.69	308,586.00	(167,049.00)	-118.0%
5) Services and Other Operating Expenditures		5000-5999	200,121.00	213,111.00	130,736.99	190,750.00	22,361.00	10.5%
6) Capital Outlay		6000-6999	100,000.00	95,400.00	0.00	95,400.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	147,003.00	159,270.00	0.00	160,287.00	(1,017.00)	-0.6%
9) TOTAL, EXPENDITURES			3,303,021.00	3,586,214.00	1,457,492.47	3,622,830.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			932,523.00	759,222.00	484,567.13	702,705.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			932,523.00	759,222.00	484,567.13	702,705.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	3,219,530.45	3,219,530.45		3,219,530.45	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			3,219,530.45	3,219,530.45		3,219,530.45		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			3,219,530.45	3,219,530.45		3,219,530.45		
2) Ending Balance, June 30 (E + F1e)			4,152,053.45	3,978,752.45		3,922,235.45		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	1,642,825.77	1,403,266.77		1,341,349.77		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	2,509,227.68	2,575,485.68		2,580,885.68		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
LCFF SOURCES								
LCFF Transfers								
LCFF Transfers - Current Year		8091	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
FEDERAL REVENUE								
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	259,053.00	268,139.00	(4.99)	268,139.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			259,053.00	268,139.00	(4.99)	268,139.00	0.00	0.0%
OTHER STATE REVENUE								
Other State Apportionments								
All Other State Apportionments - Current Year		8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
Adult Education Program	6391	8590	3,783,518.00	3,878,576.00	1,939,286.00	3,878,576.00	0.00	0.0%
All Other State Revenue	All Other	8590	30,793.00	12,908.00	0.00	12,908.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			3,814,311.00	3,891,484.00	1,939,286.00	3,891,484.00	0.00	0.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	11,344.00	33,946.00	3,711.84	14,848.00	(19,098.00)	-56.3%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	116,158.00	117,189.00	(933.25)	116,386.00	(803.00)	-0.7%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	34,678.00	34,678.00	0.00	34,678.00	0.00	0.0%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			162,180.00	185,813.00	2,778.59	165,912.00	(19,901.00)	-10.7%
TOTAL, REVENUES			4,235,544.00	4,345,436.00	1,942,059.60	4,325,535.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	988,926.00	1,007,070.00	382,319.25	943,044.00	64,026.00	6.4%
Certificated Pupil Support Salaries		1200	137,308.00	153,659.00	71,814.84	150,767.00	2,892.00	1.9%
Certificated Supervisors' and Administrators' Salaries		1300	112,544.00	192,871.00	93,549.95	192,871.00	0.00	0.0%
Other Certificated Salaries		1900	230,904.00	283,206.00	121,342.71	254,311.00	28,895.00	10.2%
TOTAL, CERTIFICATED SALARIES			1,469,682.00	1,636,806.00	669,026.75	1,540,993.00	95,813.00	5.9%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	125,587.00	125,282.00	60,624.50	114,948.00	10,334.00	8.2%
Classified Support Salaries		2200	131,763.00	142,315.00	74,856.25	141,721.00	594.00	0.4%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	340,023.00	322,233.00	160,990.21	332,241.00	(10,008.00)	-3.1%
Other Classified Salaries		2900	70.00	70.00	0.00	70.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			597,443.00	589,900.00	296,470.96	588,980.00	920.00	0.2%
EMPLOYEE BENEFITS								
STRS		3101-3102	217,702.00	256,456.00	97,570.55	240,628.00	15,828.00	6.2%
PERS		3201-3202	129,243.00	125,105.00	57,096.91	128,119.00	(3,014.00)	-2.4%
OASDI/Medicare/Alternative		3301-3302	70,598.00	71,540.00	36,584.74	70,253.00	1,287.00	1.8%
Health and Welfare Benefits		3401-3402	200,766.00	220,905.00	103,552.60	224,009.00	(3,104.00)	-1.4%
Unemployment Insurance		3501-3502	1,058.00	11,097.00	5,126.50	10,699.00	398.00	3.6%
Workers' Compensation		3601-3602	42,112.00	48,497.00	16,330.26	46,738.00	1,759.00	3.6%
OPEB, Allocated		3701-3702	0.00	16,590.00	11,195.52	17,388.00	(798.00)	-4.8%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			661,479.00	750,190.00	327,457.08	737,834.00	12,356.00	1.6%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	21,497.00	24,665.00	17,682.10	47,062.00	(22,397.00)	-90.8%
Materials and Supplies		4300	41,658.00	50,731.00	15,418.50	101,566.00	(50,835.00)	-100.2%
Noncapitalized Equipment		4400	64,138.00	66,141.00	700.09	159,958.00	(93,817.00)	-141.8%
TOTAL, BOOKS AND SUPPLIES			127,293.00	141,537.00	33,800.69	308,586.00	(167,049.00)	-118.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	5,300.00	5,000.00	3,985.16	5,000.00	0.00	0.0%
Travel and Conferences		5200	1,240.00	8,240.00	0.00	8,240.00	0.00	0.0%
Dues and Memberships		5300	265.00	265.00	0.00	265.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	34,305.00	34,965.00	14,296.60	34,829.00	136.00	0.4%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	702.00	702.00	0.00	702.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	4,575.00	4,575.00	1,936.85	4,575.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	139,228.00	139,553.00	92,335.42	117,082.00	22,471.00	16.1%
Communications		5900	14,506.00	19,811.00	18,182.96	20,057.00	(246.00)	-1.2%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			200,121.00	213,111.00	130,736.99	190,750.00	22,361.00	10.5%
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	100,000.00	95,400.00	0.00	95,400.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			100,000.00	95,400.00	0.00	95,400.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs - Interfund		7350	147,003.00	159,270.00	0.00	160,287.00	(1,017.00)	-0.6%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			147,003.00	159,270.00	0.00	160,287.00	(1,017.00)	-0.6%
TOTAL, EXPENDITURES			3,303,021.00	3,586,214.00	1,457,492.47	3,622,830.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2021/22 Projected Year Totals
6391	Adult Education Program	1,341,349.77
Total, Restricted Balance		1,341,349.77

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	238,036.00	223,123.00	157,809.05	261,523.00	38,400.00	17.2%
3) Other State Revenue		8300-8599	604,016.00	704,899.00	364,678.39	694,523.00	(10,376.00)	-1.5%
4) Other Local Revenue		8600-8799	2,222,613.00	2,805,170.00	39,581.67	2,715,201.00	(89,969.00)	-3.2%
5) TOTAL, REVENUES			3,064,665.00	3,733,192.00	562,069.11	3,671,247.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	1,140,245.00	1,229,557.00	571,616.17	1,209,903.00	19,654.00	1.6%
2) Classified Salaries		2000-2999	984,146.00	1,046,898.00	514,604.27	1,015,096.00	31,802.00	3.0%
3) Employee Benefits		3000-3999	862,897.00	1,013,840.00	486,820.09	991,873.00	21,967.00	2.2%
4) Books and Supplies		4000-4999	108,782.00	163,351.00	75,416.03	184,874.00	(21,523.00)	-13.2%
5) Services and Other Operating Expenditures		5000-5999	208,232.00	202,273.00	31,135.56	(104,866.00)	307,139.00	151.8%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	207,976.00	229,986.00	0.00	205,817.00	24,169.00	10.5%
9) TOTAL, EXPENDITURES			3,512,278.00	3,885,905.00	1,679,592.12	3,502,697.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(447,613.00)	(152,713.00)	(1,117,523.01)	168,550.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	376,513.00	30,476.00	0.00	354,062.00	323,586.00	1061.8%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			376,513.00	30,476.00	0.00	354,062.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(71,100.00)	(122,237.00)	(1,117,523.01)	522,612.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	137,207.49	137,207.49		137,207.49	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			137,207.49	137,207.49		137,207.49		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			137,207.49	137,207.49		137,207.49		
2) Ending Balance, June 30 (E + F1e)			66,107.49	14,970.49		659,819.49		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	66,107.99	14,970.99		659,819.99		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	(0.50)	(0.50)		(0.50)		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
Child Nutrition Programs		8220	26,555.00	29,328.00	10,637.05	29,328.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	211,481.00	193,795.00	147,172.00	232,195.00	38,400.00	19.8%
TOTAL, FEDERAL REVENUE			238,036.00	223,123.00	157,809.05	261,523.00	38,400.00	17.2%
OTHER STATE REVENUE								
Child Nutrition Programs		8520	1,007.00	914.00	434.39	914.00	0.00	0.0%
Child Development Apportionments		8530	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
State Preschool	6105	8590	603,009.00	703,985.00	364,244.00	693,609.00	(10,376.00)	-1.5%
All Other State Revenue	All Other	8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			604,016.00	704,899.00	364,678.39	694,523.00	(10,376.00)	-1.5%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Child Development Parent Fees		8673	2,215,613.00	2,798,170.00	39,581.67	2,708,201.00	(89,969.00)	-3.2%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	7,000.00	7,000.00	0.00	7,000.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			2,222,613.00	2,805,170.00	39,581.67	2,715,201.00	(89,969.00)	-3.2%
TOTAL, REVENUES			3,064,665.00	3,733,192.00	562,069.11	3,671,247.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	962,167.00	1,055,706.00	482,728.38	1,036,052.00	19,654.00	1.9%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	178,078.00	173,851.00	88,887.79	173,851.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			1,140,245.00	1,229,557.00	571,616.17	1,209,903.00	19,654.00	1.6%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	832,601.00	884,942.00	420,334.45	852,808.00	32,134.00	3.6%
Classified Support Salaries		2200	27,558.00	27,642.00	15,208.68	27,974.00	(332.00)	-1.2%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	123,987.00	134,314.00	79,061.14	134,314.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			984,146.00	1,046,898.00	514,604.27	1,015,096.00	31,802.00	3.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	167,760.00	146,219.00	61,176.54	142,080.00	4,139.00	2.8%
PERS		3201-3202	238,639.00	301,456.00	150,136.79	298,754.00	2,702.00	0.9%
OASDI/Medicare/Alternative		3301-3302	100,091.00	119,972.00	60,814.94	117,000.00	2,972.00	2.5%
Health and Welfare Benefits		3401-3402	311,763.00	357,791.00	177,519.70	349,075.00	8,716.00	2.4%
Unemployment Insurance		3501-3502	1,092.00	11,400.00	5,580.73	11,110.00	290.00	2.5%
Workers' Compensation		3601-3602	43,552.00	50,010.00	18,315.63	47,473.00	2,537.00	5.1%
OPEB, Allocated		3701-3702	0.00	26,992.00	13,275.76	26,381.00	611.00	2.3%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			862,897.00	1,013,840.00	486,820.09	991,873.00	21,967.00	2.2%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	43,731.00	68,350.00	34,643.22	91,264.00	(22,914.00)	-33.5%
Noncapitalized Equipment		4400	0.00	1,400.00	658.80	659.00	741.00	52.9%
Food		4700	65,051.00	93,601.00	40,114.01	92,951.00	650.00	0.7%
TOTAL, BOOKS AND SUPPLIES			108,782.00	163,351.00	75,416.03	184,874.00	(21,523.00)	-13.2%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	1,668.00	1,876.00	527.30	1,876.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	20,636.00	19,822.00	12,642.16	19,036.00	786.00	4.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	89,727.00	91,212.00	683.96	(174,288.00)	265,500.00	291.1%
Professional/Consulting Services and Operating Expenditures		5800	86,132.00	81,258.00	16,708.44	42,921.00	38,337.00	47.2%
Communications		5900	10,069.00	8,105.00	573.70	5,589.00	2,516.00	31.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			208,232.00	202,273.00	31,135.56	(104,866.00)	307,139.00	151.8%
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Other Transfers Out								
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs - Interfund		7350	207,976.00	229,986.00	0.00	205,817.00	24,169.00	10.5%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			207,976.00	229,986.00	0.00	205,817.00	24,169.00	10.5%
TOTAL, EXPENDITURES			3,512,278.00	3,885,905.00	1,679,592.12	3,502,697.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: General Fund		8911	376,513.00	30,476.00	0.00	354,062.00	323,586.00	1061.8%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			376,513.00	30,476.00	0.00	354,062.00	323,586.00	1061.8%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			376,513.00	30,476.00	0.00	354,062.00		

Resource	Description	2021/22 Projected Year Totals
6130	Child Development: Center-Based Reserve Account	32,903.99
9010	Other Restricted Local	626,916.00
Total, Restricted Balance		659,819.99

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	3,656,390.00	3,710,000.00	2,007,005.14	3,858,398.00	148,398.00	4.0%
3) Other State Revenue		8300-8599	118,000.00	124,000.00	127,773.29	124,000.00	0.00	0.0%
4) Other Local Revenue		8600-8799	763,000.00	763,200.00	137,062.02	763,200.00	0.00	0.0%
5) TOTAL, REVENUES			4,537,390.00	4,597,200.00	2,271,840.45	4,745,598.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	1,637,856.00	1,685,834.00	799,343.59	1,638,272.00	47,562.00	2.8%
3) Employee Benefits		3000-3999	663,177.00	701,640.00	332,222.02	708,005.00	(6,365.00)	-0.9%
4) Books and Supplies		4000-4999	1,512,100.00	1,527,100.00	883,939.50	1,557,100.00	(30,000.00)	-2.0%
5) Services and Other Operating Expenditures		5000-5999	142,252.00	151,578.00	49,091.17	151,938.00	(360.00)	-0.2%
6) Capital Outlay		6000-6999	0.00	30,562.00	30,562.19	30,562.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	216,755.00	146,105.00	0.00	145,761.00	344.00	0.2%
9) TOTAL, EXPENDITURES			4,172,140.00	4,242,819.00	2,095,158.47	4,231,638.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			365,250.00	354,381.00	176,681.98	513,960.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			365,250.00	354,381.00	176,681.98	513,960.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	167,900.78	167,900.78		167,900.78	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			167,900.78	167,900.78		167,900.78		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			167,900.78	167,900.78		167,900.78		
2) Ending Balance, June 30 (E + F1e)			533,150.78	522,281.78		681,860.78		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	518,983.85	508,114.85		667,693.85		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	14,166.93	14,166.93		14,166.93		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
Child Nutrition Programs		8220	3,656,390.00	3,710,000.00	2,007,005.14	3,858,398.00	148,398.00	4.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			3,656,390.00	3,710,000.00	2,007,005.14	3,858,398.00	148,398.00	4.0%
OTHER STATE REVENUE								
Child Nutrition Programs		8520	118,000.00	124,000.00	127,773.29	124,000.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			118,000.00	124,000.00	127,773.29	124,000.00	0.00	0.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	759,000.00	759,200.00	136,967.26	759,200.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	4,000.00	4,000.00	94.76	4,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			763,000.00	763,200.00	137,062.02	763,200.00	0.00	0.0%
TOTAL, REVENUES			4,537,390.00	4,597,200.00	2,271,840.45	4,745,598.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.00	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Support Salaries		2200	1,015,417.00	1,002,928.00	435,661.63	984,101.00	18,827.00	1.9%
Classified Supervisors' and Administrators' Salaries		2300	505,143.00	556,607.00	309,008.66	527,872.00	28,735.00	5.2%
Clerical, Technical and Office Salaries		2400	99,496.00	100,699.00	47,834.30	100,699.00	0.00	0.0%
Other Classified Salaries		2900	17,800.00	25,600.00	6,839.00	25,600.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			1,637,856.00	1,685,834.00	799,343.59	1,638,272.00	47,562.00	2.8%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	324,983.00	339,393.00	153,885.59	336,561.00	2,832.00	0.8%
OASDI/Medicare/Alternative		3301-3302	122,568.00	127,026.00	66,205.13	125,333.00	1,693.00	1.3%
Health and Welfare Benefits		3401-3402	181,236.00	169,464.00	83,783.05	182,308.00	(12,844.00)	-7.6%
Unemployment Insurance		3501-3502	814.00	8,431.00	4,575.06	8,195.00	236.00	2.8%
Workers' Compensation		3601-3602	33,576.00	37,092.00	13,992.05	36,042.00	1,050.00	2.8%
OPEB, Allocated		3701-3702	0.00	20,234.00	9,781.14	19,566.00	668.00	3.3%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			663,177.00	701,640.00	332,222.02	708,005.00	(6,365.00)	-0.9%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	68,100.00	84,100.00	83,265.44	114,100.00	(30,000.00)	-35.7%
Noncapitalized Equipment		4400	44,000.00	43,000.00	37,647.37	43,000.00	0.00	0.0%
Food		4700	1,400,000.00	1,400,000.00	763,026.69	1,400,000.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			1,512,100.00	1,527,100.00	883,939.50	1,557,100.00	(30,000.00)	-2.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	2,000.00	2,000.00	571.96	2,360.00	(360.00)	-18.0%
Dues and Memberships		5300	1,200.00	1,000.00	0.00	1,000.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	16,000.00	16,000.00	6,072.50	16,000.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	250.00	250.00	0.00	250.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	76,198.00	75,909.00	418.64	75,909.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	41,000.00	52,419.00	40,726.85	52,419.00	0.00	0.0%
Communications		5900	5,604.00	4,000.00	1,301.22	4,000.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			142,252.00	151,578.00	49,091.17	151,938.00	(360.00)	-0.2%
CAPITAL OUTLAY								
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	30,562.00	30,562.19	30,562.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	30,562.00	30,562.19	30,562.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs - Interfund		7350	216,755.00	146,105.00	0.00	145,761.00	344.00	0.2%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			216,755.00	146,105.00	0.00	145,761.00	344.00	0.2%
TOTAL, EXPENDITURES			4,172,140.00	4,242,819.00	2,095,158.47	4,231,638.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: General Fund		8916	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2021/22 Projected Year Totals
5310	Child Nutrition: School Programs (e.g., School Lunch, School	519,295.85
5460		6,323.00
5465		142,075.00
Total, Restricted Balance		667,693.85

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	2,627.00	2,627.00	981.25	2,627.00	0.00	0.0%
5) TOTAL, REVENUES			2,627.00	2,627.00	981.25	2,627.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	8,948.00	8,192.00	8,192.00	756.00	8.4%
6) Capital Outlay		6000-6999	208,006.00	200,593.00	56,277.18	218,340.00	(17,747.00)	-8.8%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			208,006.00	209,541.00	64,469.18	226,532.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(205,379.00)	(206,914.00)	(63,487.93)	(223,905.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(205,379.00)	(206,914.00)	(63,487.93)	(223,905.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	788,950.13	788,950.13		788,950.13	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			788,950.13	788,950.13		788,950.13		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			788,950.13	788,950.13		788,950.13		
2) Ending Balance, June 30 (E + F1e)			583,571.13	582,036.13		565,045.13		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	583,571.13	582,036.13		565,045.13		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
LCFF SOURCES								
LCFF Transfers								
LCFF Transfers - Current Year		8091	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	2,627.00	2,627.00	981.25	2,627.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			2,627.00	2,627.00	981.25	2,627.00	0.00	0.0%
TOTAL, REVENUES			2,627.00	2,627.00	981.25	2,627.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CLASSIFIED SALARIES								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	6,200.00	6,200.00	6,200.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	2,748.00	1,992.00	1,992.00	756.00	27.5%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	8,948.00	8,192.00	8,192.00	756.00	8.4%
CAPITAL OUTLAY								
Land Improvements		6170	158,926.00	61,931.00	56,277.18	61,931.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	28,000.00	117,582.00	0.00	135,329.00	(17,747.00)	-15.1%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	21,080.00	21,080.00	0.00	21,080.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			208,006.00	200,593.00	56,277.18	218,340.00	(17,747.00)	-8.8%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			208,006.00	209,541.00	64,469.18	226,532.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2021/22 Projected Year Totals
Total, Restricted Balance		0.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	54,490.00	54,490.00	10,964.46	54,490.00	0.00	0.0%
5) TOTAL, REVENUES			54,490.00	54,490.00	10,964.46	54,490.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	13,356.00	14,462.00	7,784.03	14,462.00	0.00	0.0%
3) Employee Benefits		3000-3999	6,292.00	6,913.00	3,396.46	6,913.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	4,604.00	21,393.43	102,258.00	(97,654.00)	-2121.1%
5) Services and Other Operating Expenditures		5000-5999	85,000.00	86,066.00	16,065.71	87,320.00	(1,254.00)	-1.5%
6) Capital Outlay		6000-6999	2,109,542.00	3,174,660.00	1,207,352.67	3,340,865.00	(166,205.00)	-5.2%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			2,214,190.00	3,286,705.00	1,255,992.30	3,551,818.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(2,159,700.00)	(3,232,215.00)	(1,245,027.84)	(3,497,328.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(2,159,700.00)	(3,232,215.00)	(1,245,027.84)	(3,497,328.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	8,843,254.45	8,843,254.45		8,843,254.45	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			8,843,254.45	8,843,254.45		8,843,254.45		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			8,843,254.45	8,843,254.45		8,843,254.45		
2) Ending Balance, June 30 (E + F1e)			6,683,554.45	5,611,039.45		5,345,926.45		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	6,683,554.45	5,611,039.45		5,345,926.45		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
County and District Taxes								
Other Restricted Levies Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	54,490.00	54,490.00	10,964.46	54,490.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			54,490.00	54,490.00	10,964.46	54,490.00	0.00	0.0%
TOTAL, REVENUES			54,490.00	54,490.00	10,964.46	54,490.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CLASSIFIED SALARIES								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	13,356.00	14,462.00	7,784.03	14,462.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			13,356.00	14,462.00	7,784.03	14,462.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	3,060.00	3,313.00	1,529.94	3,313.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	1,022.00	1,107.00	640.39	1,107.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	1,929.00	1,929.00	964.59	1,929.00	0.00	0.0%
Unemployment Insurance		3501-3502	7.00	72.00	39.57	72.00	0.00	0.0%
Workers' Compensation		3601-3602	274.00	318.00	128.54	318.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	174.00	93.43	174.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			6,292.00	6,913.00	3,396.46	6,913.00	0.00	0.0%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	1,785.00	3,427.01	7,942.00	(6,157.00)	-344.9%
Noncapitalized Equipment		4400	0.00	2,819.00	17,966.42	94,316.00	(91,497.00)	-3245.7%
TOTAL, BOOKS AND SUPPLIES			0.00	4,604.00	21,393.43	102,258.00	(97,654.00)	-2121.1%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	85,000.00	86,066.00	16,065.71	87,320.00	(1,254.00)	-1.5%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			85,000.00	86,066.00	16,065.71	87,320.00	(1,254.00)	-1.5%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	302,541.00	480,535.00	160,994.31	678,752.00	(198,217.00)	-41.2%
Buildings and Improvements of Buildings		6200	1,807,001.00	2,694,125.00	1,046,358.36	2,662,113.00	32,012.00	1.2%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			2,109,542.00	3,174,660.00	1,207,352.67	3,340,865.00	(166,205.00)	-5.2%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Other Transfers Out								
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			2,214,190.00	3,286,705.00	1,255,992.30	3,551,818.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Proceeds								
Proceeds from Sale of Bonds		8951	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
County School Building Aid		8961	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2021/22 Projected Year Totals
Total, Restricted Balance		0.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	492,780.00	492,780.00	544,056.05	557,865.00	65,085.00	13.2%
5) TOTAL, REVENUES			492,780.00	492,780.00	544,056.05	557,865.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	6,020.00	11,522.94	11,525.00	(5,505.00)	-91.4%
5) Services and Other Operating Expenditures		5000-5999	1.00	2,185.00	2,185.00	2,185.00	0.00	0.0%
6) Capital Outlay		6000-6999	55,956.00	71,159.00	56,003.00	71,159.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			55,957.00	79,364.00	69,710.94	84,869.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			436,823.00	413,416.00	474,345.11	472,996.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			436,823.00	413,416.00	474,345.11	472,996.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	2,216,257.50	2,216,257.50		2,216,257.50	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,216,257.50	2,216,257.50		2,216,257.50		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,216,257.50	2,216,257.50		2,216,257.50		
2) Ending Balance, June 30 (E + F1e)			2,653,080.50	2,629,673.50		2,689,253.50		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	2,611,106.48	2,611,091.48		2,673,340.48		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	41,974.02	18,582.02		15,913.02		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
OTHER STATE REVENUE								
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
County and District Taxes								
Other Restricted Levies Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	12,799.00	12,799.00	2,758.38	15,635.00	2,836.00	22.2%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Mitigation/Developer Fees		8681	479,981.00	479,981.00	541,297.67	542,230.00	62,249.00	13.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			492,780.00	492,780.00	544,056.05	557,865.00	65,085.00	13.2%
TOTAL, REVENUES			492,780.00	492,780.00	544,056.05	557,865.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	6,020.00	9,959.59	9,961.00	(3,941.00)	-65.5%
Noncapitalized Equipment		4400	0.00	0.00	1,563.35	1,564.00	(1,564.00)	New
TOTAL, BOOKS AND SUPPLIES			0.00	6,020.00	11,522.94	11,525.00	(5,505.00)	-91.4%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	1.00	2,185.00	2,185.00	2,185.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1.00	2,185.00	2,185.00	2,185.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	55,956.00	71,159.00	56,003.00	71,159.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			55,956.00	71,159.00	56,003.00	71,159.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Other Transfers Out								
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			55,957.00	79,364.00	69,710.94	84,869.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Proceeds								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2021/22 Projected Year Totals
9010	Other Restricted Local	2,673,340.48
Total, Restricted Balance		2,673,340.48

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.05	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.05	0.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	0.00	0.05	0.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.05	0.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	213.93	213.93		213.93	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			213.93	213.93		213.93		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			213.93	213.93		213.93		
2) Ending Balance, June 30 (E + F1e)			213.93	213.93		213.93		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	213.93	213.93		213.93		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
School Facilities Apportionments		8545	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.05	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			0.00	0.00	0.05	0.00	0.00	0.0%
TOTAL, REVENUES			0.00	0.00	0.05	0.00		

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

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Other Transfers Out								
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
To: State School Building Fund/ County School Facilities Fund From: All Other Funds		8913	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Proceeds								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2021/22 Projected Year Totals
Total, Restricted Balance		0.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	299,631.00	299,631.00	15,389.27	860,673.00	561,042.00	187.2%
5) TOTAL, REVENUES			299,631.00	299,631.00	15,389.27	860,673.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	35,000.00	135,285.00	17,736.69	140,212.00	(4,927.00)	-3.6%
6) Capital Outlay		6000-6999	851,314.00	1,176,966.00	511,624.58	1,172,789.00	4,177.00	0.4%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			886,314.00	1,312,251.00	529,361.27	1,313,001.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(586,683.00)	(1,012,620.00)	(513,972.00)	(452,328.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(586,683.00)	(1,012,620.00)	(513,972.00)	(452,328.00)		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	12,562,729.62	12,562,729.62		12,562,729.62	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			12,562,729.62	12,562,729.62		12,562,729.62		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			12,562,729.62	12,562,729.62		12,562,729.62		
2) Ending Balance, June 30 (E + F1e)			11,976,046.62	11,550,109.62		12,110,401.62		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	6,754,942.36	6,347,755.36		6,893,811.36		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	5,221,104.26	5,202,354.26		5,216,590.26		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
Other Local Revenue								
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	240,000.00	240,000.00	0.00	786,056.00	546,056.00	227.5%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	59,631.00	59,631.00	15,389.27	74,617.00	14,986.00	25.1%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			299,631.00	299,631.00	15,389.27	860,673.00	561,042.00	187.2%
TOTAL, REVENUES			299,631.00	299,631.00	15,389.27	860,673.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CLASSIFIED SALARIES								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	100,000.00	11,525.00	100,000.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	35,000.00	35,285.00	6,211.69	40,212.00	(4,927.00)	-14.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			35,000.00	135,285.00	17,736.69	140,212.00	(4,927.00)	-3.6%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	18,750.00	0.00	18,750.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	851,314.00	1,158,216.00	511,624.58	1,154,039.00	4,177.00	0.4%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			851,314.00	1,176,966.00	511,624.58	1,172,789.00	4,177.00	0.4%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Other Transfers Out								
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			886,314.00	1,312,251.00	529,361.27	1,313,001.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: General Fund/CSSF		8912	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: General Fund/CSSF		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Proceeds								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2021/22 Projected Year Totals
6230	California Clean Energy Jobs Act	0.42
9010	Other Restricted Local	6,893,810.94
Total, Restricted Balance		6,893,811.36

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	47,247.00	0.00	47,247.00	0.00	0.0%
4) Other Local Revenue		8600-8799	13,012,393.00	14,267,961.00	0.00	14,270,961.00	3,000.00	0.0%
5) TOTAL, REVENUES			13,012,393.00	14,315,208.00	0.00	14,318,208.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	13,834,409.00	12,678,660.00	0.00	12,678,660.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			13,834,409.00	12,678,660.00	0.00	12,678,660.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(822,016.00)	1,636,548.00	0.00	1,639,548.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(822,016.00)	1,636,548.00	0.00	1,639,548.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	13,499,791.00	11,860,243.00		11,860,243.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			13,499,791.00	11,860,243.00		11,860,243.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			13,499,791.00	11,860,243.00		11,860,243.00		
2) Ending Balance, June 30 (E + F1e)			12,677,775.00	13,496,791.00		13,499,791.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	12,677,775.00	13,499,791.00		13,499,791.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	(3,000.00)		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
Tax Relief Subventions Voted Indebtedness Levies								
Homeowners' Exemptions		8571	0.00	47,247.00	0.00	47,247.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8572	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	47,247.00	0.00	47,247.00	0.00	0.0%
OTHER LOCAL REVENUE								
County and District Taxes Voted Indebtedness Levies								
Secured Roll		8611	12,117,378.00	12,198,409.00	0.00	12,198,409.00	0.00	0.0%
Unsecured Roll		8612	414,407.00	1,036,660.00	0.00	1,036,660.00	0.00	0.0%
Prior Years' Taxes		8613	336,668.00	673,336.00	0.00	673,336.00	0.00	0.0%
Supplemental Taxes		8614	130,779.00	261,557.00	0.00	261,557.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	36,037.00	0.00	39,037.00	3,000.00	8.3%
Interest		8660	13,161.00	43,869.00	0.00	43,869.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	18,093.00	0.00	18,093.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			13,012,393.00	14,267,961.00	0.00	14,270,961.00	3,000.00	0.0%
TOTAL, REVENUES			13,012,393.00	14,315,208.00	0.00	14,318,208.00		
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Debt Service								
Bond Redemptions		7433	4,183,095.00	3,659,751.00	0.00	3,659,751.00	0.00	0.0%
Bond Interest and Other Service Charges		7434	9,651,314.00	9,018,909.00	0.00	9,018,909.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			13,834,409.00	12,678,660.00	0.00	12,678,660.00	0.00	0.0%
TOTAL, EXPENDITURES			13,834,409.00	12,678,660.00	0.00	12,678,660.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: General Fund		7614	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2021/22 Projected Year Totals
Total, Restricted Balance		0.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,682,240.00	1,551,551.00	1,627,354.00	1,543,874.00	(7,677.00)	-0.5%
5) TOTAL, REVENUES			1,682,240.00	1,551,551.00	1,627,354.00	1,543,874.00		
B. EXPENSES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenses		5000-5999	1,682,240.00	1,582,602.00	978,406.10	1,574,925.00	7,677.00	0.5%
6) Depreciation and Amortization		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENSES			1,682,240.00	1,582,602.00	978,406.10	1,574,925.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	(31,051.00)	648,947.90	(31,051.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			0.00	(31,051.00)	648,947.90	(31,051.00)		
F. NET POSITION								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	181,051.08	181,051.08		181,051.08	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			181,051.08	181,051.08		181,051.08		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			181,051.08	181,051.08		181,051.08		
2) Ending Net Position, June 30 (E + F1e)			181,051.08	150,000.08		150,000.08		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	0.00	0.00		0.00		
b) Restricted Net Position		9797	0.00	0.00		0.00		
c) Unrestricted Net Position		9790	181,051.08	150,000.08		150,000.08		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
OTHER STATE REVENUE								
STRS On-Behalf Pension Contributions	7690	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
In-District Premiums/Contributions		8674	1,682,240.00	1,551,551.00	1,627,354.00	1,543,874.00	(7,677.00)	-0.5%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,682,240.00	1,551,551.00	1,627,354.00	1,543,874.00	(7,677.00)	-0.5%
TOTAL, REVENUES			1,682,240.00	1,551,551.00	1,627,354.00	1,543,874.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Pupil Support Salaries		1200	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENSES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	1,682,240.00	1,582,602.00	978,406.10	1,574,925.00	7,677.00	0.5%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			1,682,240.00	1,582,602.00	978,406.10	1,574,925.00	7,677.00	0.5%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
DEPRECIATION AND AMORTIZATION								
Depreciation Expense		6900	0.00	0.00	0.00	0.00	0.00	0.0%
Amortization Expense-Lease Assets		6910	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, DEPRECIATION AND AMORTIZATION			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENSES			1,682,240.00	1,582,602.00	978,406.10	1,574,925.00		
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2021/22 Projected Year Totals
Total, Restricted Net Position		0.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	95,000.00	300,000.00	0.00	300,000.00	0.00	0.0%
5) TOTAL, REVENUES			95,000.00	300,000.00	0.00	300,000.00		
B. EXPENSES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenses		5000-5999	350,240.00	1,635,354.00	0.00	1,635,354.00	0.00	0.0%
6) Depreciation and Amortization		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENSES			350,240.00	1,635,354.00	0.00	1,635,354.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(255,240.00)	(1,335,354.00)	0.00	(1,335,354.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			(255,240.00)	(1,335,354.00)	0.00	(1,335,354.00)		
F. NET POSITION								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	4,835,353.80	4,835,353.80		4,835,353.80	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			4,835,353.80	4,835,353.80		4,835,353.80		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			4,835,353.80	4,835,353.80		4,835,353.80		
2) Ending Net Position, June 30 (E + F1e)			4,580,113.80	3,499,999.80		3,499,999.80		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	0.00	0.00		0.00		
b) Restricted Net Position		9797	0.00	0.00		0.00		
c) Unrestricted Net Position		9790	4,580,113.80	3,499,999.80		3,499,999.80		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
OTHER LOCAL REVENUE								
Interest		8660	95,000.00	100,000.00	0.00	100,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	200,000.00	0.00	200,000.00	0.00	0.0%
Fees and Contracts								
In-District Premiums/Contributions		8674	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			95,000.00	300,000.00	0.00	300,000.00	0.00	0.0%
TOTAL, REVENUES			95,000.00	300,000.00	0.00	300,000.00		
SERVICES AND OTHER OPERATING EXPENSES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	350,240.00	1,635,354.00	0.00	1,635,354.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			350,240.00	1,635,354.00	0.00	1,635,354.00	0.00	0.0%
TOTAL, EXPENSES			350,240.00	1,635,354.00	0.00	1,635,354.00		
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2021/22 Projected Year Totals
Total, Restricted Net Position		0.00

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
A. DISTRICT						
1. Total District Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	14,708.00	14,708.00	13,460.62	13,460.62	(1,247.38)	-8%
2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
3. Total Basic Aid Open Enrollment Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
4. Total, District Regular ADA (Sum of Lines A1 through A3)	14,708.00	14,708.00	13,460.62	13,460.62	(1,247.38)	-8%
5. District Funded County Program ADA						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0%
g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)	0.00	0.00	0.00	0.00	0.00	0%
6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)	14,708.00	14,708.00	13,460.62	13,460.62	(1,247.38)	-8%
7. Adults in Correctional Facilities	0.00	0.00	0.00	0.00	0.00	0%
8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
B. COUNTY OFFICE OF EDUCATION						
1. County Program Alternative Education Grant ADA						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0%
d. Total, County Program Alternative Education ADA (Sum of Lines B1a through B1c)	0.00	0.00	0.00	0.00	0.00	0%
2. District Funded County Program ADA						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0%
g. Total, District Funded County Program ADA (Sum of Lines B2a through B2f)	0.00	0.00	0.00	0.00	0.00	0%
3. TOTAL COUNTY OFFICE ADA (Sum of Lines B1d and B2g)	0.00	0.00	0.00	0.00	0.00	0%
4. Adults in Correctional Facilities	0.00	0.00	0.00	0.00	0.00	0%
5. County Operations Grant ADA	0.00	0.00	0.00	0.00	0.00	0%
6. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
C. CHARTER SCHOOL ADA						
Authorizing LEAs reporting charter school SACS financial data in their Fund 01, 09, or 62 use this worksheet to report ADA for those charter schools. Charter schools reporting SACS financial data separately from their authorizing LEAs in Fund 01 or Fund 62 use this worksheet to report their ADA.						
FUND 01: Charter School ADA corresponding to SACS financial data reported in Fund 01.						
1. Total Charter School Regular ADA	0.00	0.00	0.00	0.00	0.00	0%
2. Charter School County Program Alternative Education ADA						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0%
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C2a through C2c)	0.00	0.00	0.00	0.00	0.00	0%
3. Charter School Funded County Program ADA						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0%
f. Total, Charter School Funded County Program ADA (Sum of Lines C3a through C3e)	0.00	0.00	0.00	0.00	0.00	0%
4. TOTAL CHARTER SCHOOL ADA (Sum of Lines C1, C2d, and C3f)	0.00	0.00	0.00	0.00	0.00	0%
FUND 09 or 62: Charter School ADA corresponding to SACS financial data reported in Fund 09 or Fund 62.						
5. Total Charter School Regular ADA	0.00	0.00	0.00	0.00	0.00	0%
6. Charter School County Program Alternative Education ADA						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0%
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C6a through C6c)	0.00	0.00	0.00	0.00	0.00	0%
7. Charter School Funded County Program ADA						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0%
f. Total, Charter School Funded County Program ADA (Sum of Lines C7a through C7e)	0.00	0.00	0.00	0.00	0.00	0%
8. TOTAL CHARTER SCHOOL ADA (Sum of Lines C5, C6d, and C7f)	0.00	0.00	0.00	0.00	0.00	0%
9. TOTAL CHARTER SCHOOL ADA Reported in Fund 01, 09, or 62 (Sum of Lines C4 and C8)	0.00	0.00	0.00	0.00	0.00	0%

	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ACTUALS THROUGH THE MONTH OF (Enter Month Name):	FEBRUARY									
A. BEGINNING CASH			35,335,426.66	29,521,556.09	36,302,966.48	20,392,213.13	15,184,181.22	10,122,963.19	31,564,666.46	36,096,735.93
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019		10,888,538.00	18,919,502.00	11,564,155.00	6,104,258.00	6,104,258.00	11,564,155.00	6,104,258.00	6,015,716.00
Property Taxes	8020-8079		724,471.81	989,912.87	(73,587.40)	0.00	784,769.68	15,618,339.90	9,745,998.90	2,269,384.24
Miscellaneous Funds	8080-8099		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Revenue	8100-8299		41,697.00	955,064.07	3,188,466.28	686,712.00	558,179.03	972,468.91	986,084.25	176,726.00
Other State Revenue	8300-8599		1,297,331.00	2,722,846.00	3,409,784.83	2,718,372.00	2,181,763.00	8,052,934.50	1,499,623.00	1,281,668.00
Other Local Revenue	8600-8799		308.13	178,389.46	403,075.25	437,382.86	1,026,543.65	284,041.71	1,000,835.74	162,935.39
Interfund Transfers In	8910-8929		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Sources	8930-8979		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECEIPTS			12,952,345.94	23,765,714.40	18,491,893.96	9,946,724.86	10,655,513.36	36,491,940.02	19,336,799.89	9,906,429.63
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		127,797.96	6,625,554.66	6,559,305.52	6,817,210.68	6,950,556.28	6,758,061.69	6,599,990.02	6,730,418.16
Classified Salaries	2000-2999		256,813.54	1,825,212.48	2,667,754.71	2,747,778.10	2,640,985.27	2,409,365.79	2,412,954.52	2,371,986.50
Employee Benefits	3000-3999		89,813.98	1,921,564.71	3,471,033.35	3,591,036.56	3,640,154.84	3,525,603.61	3,509,694.74	3,500,879.05
Books and Supplies	4000-4999		9,395.02	315,870.18	759,766.80	630,421.58	1,567,830.42	209,230.30	935,941.10	3,714,848.59
Services	5000-5999		2,083,773.87	1,304,722.54	3,827,381.69	1,350,534.79	1,512,409.08	2,657,035.55	2,257,498.68	2,933,261.70
Capital Outlay	6000-6599		0.00	0.00	48,145.60	0.00	0.00	99,334.48	210,202.21	0.00
Other Outgo	7000-7499		63,629.32	183,302.04	137,641.51	114,795.79	114,321.54	288,822.13	122,337.93	101,620.15
Interfund Transfers Out	7600-7629		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Uses	7630-7699		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DISBURSEMENTS			2,631,223.69	12,176,226.61	17,471,029.18	15,251,777.50	16,426,257.43	15,947,453.55	16,048,619.20	19,353,014.15
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not In Treasury	9111-9199	25,085.00	(6,246,431.81)	(3,439,703.82)	(13,424,110.90)	3,021,381.43	2,078,246.42	31,456,218.60	2,114,759.39	1,270,067.98
Accounts Receivable	9200-9299	17,749,482.00	75,916.12	903,053.32	147,634.80	61,651.18	21,617.40	429,362.54	(6,481.76)	342,820.77
Due From Other Funds	9310	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Stores	9320	33,456.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prepaid Expenditures	9330	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Current Assets	9340	556,086.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Deferred Outflows of Resources	9490	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL		18,364,109.61	(6,170,515.69)	(2,536,650.50)	(13,276,476.10)	3,083,032.61	2,099,863.82	31,885,581.14	2,108,277.63	1,612,888.75
Liabilities and Deferred Inflows										
Accounts Payable	9500-9599	6,236,468.00	9,256,282.82	614,398.41	2,363,588.05	(21,004.73)	(697,610.72)	30,031,148.03	(60,966.87)	(383,482.32)
Due To Other Funds	9610	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Current Loans	9640	25,000,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unearned Revenues	9650	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Deferred Inflows of Resources	9690	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL		31,236,468.00	9,256,282.82	614,398.41	2,363,588.05	(21,004.73)	(697,610.72)	30,031,148.03	(60,966.87)	(383,482.32)
Nonoperating										
Suspense Clearing	9910	0.00	(708,194.31)	(1,657,028.49)	(1,291,553.98)	(3,007,016.61)	(2,087,948.50)	(957,216.31)	(925,355.72)	(1,829,354.11)
TOTAL BALANCE SHEET ITEMS		(12,872,358.39)	(16,134,992.82)	(4,808,077.40)	(16,931,618.13)	97,020.73	709,526.04	897,216.80	1,243,888.78	167,016.96
E. NET INCREASE/DECREASE (B - C + D)			(5,813,870.57)	6,781,410.39	(15,910,753.35)	(5,208,031.91)	(5,061,218.03)	21,441,703.27	4,532,069.47	(9,279,567.56)
F. ENDING CASH (A + E)			29,521,556.09	36,302,966.48	20,392,213.13	15,184,181.22	10,122,963.19	31,564,666.46	36,096,735.93	26,817,168.37
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ACTUALS THROUGH THE MONTH OF (Enter Month Name):	FEBRUARY								
A. BEGINNING CASH		26,817,168.37	24,377,123.69	26,416,501.65	23,753,472.63				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019	11,564,115.00	6,015,716.00	6,015,716.00	6,015,716.00	(17,139,972.00)	0.00	89,736,131.00	89,736,131.00
Property Taxes	8020-8079	41,066.38	11,258,238.94	6,827,133.06	7,706,618.51	33,767.11	0.00	55,926,114.00	55,926,114.00
Miscellaneous Funds	8080-8099	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Revenue	8100-8299	2,401,110.00	412,767.00	264,829.00	5,139,529.00	10,893,005.46	0.00	26,676,638.00	26,676,638.00
Other State Revenue	8300-8599	853,464.00	2,580,505.00	2,572,201.00	2,153,049.00	23,240.67	0.00	31,346,782.00	31,346,782.00
Other Local Revenue	8600-8799	816,572.63	682,192.63	616,572.63	533,556.39	1,986,469.53	0.00	8,128,876.00	8,128,876.00
Interfund Transfers In	8910-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Sources	8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECEIPTS		15,676,328.01	20,949,419.57	16,296,451.69	21,548,468.90	(4,203,489.23)	0.00	211,814,541.00	211,814,541.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	6,861,957.00	6,796,867.00	7,111,620.00	7,103,382.00	1,058,814.03	0.00	76,101,535.00	76,101,535.00
Classified Salaries	2000-2999	2,848,120.00	2,838,913.00	2,823,567.00	3,227,291.00	1,340,454.09	0.00	30,411,196.00	30,411,196.00
Employee Benefits	3000-3999	3,049,089.00	3,036,627.00	3,115,554.00	3,654,159.00	3,595,888.16	0.00	39,701,098.00	39,701,098.00
Books and Supplies	4000-4999	2,014,443.00	2,364,643.00	2,314,290.00	2,470,925.00	4,966,066.01	0.00	22,273,671.00	22,273,671.00
Services	5000-5999	2,247,321.00	2,543,902.00	2,169,495.00	4,290,954.00	3,532,319.10	0.00	32,710,609.00	32,710,609.00
Capital Outlay	6000-6599	63,452.00	37,187.00	0.00	168,691.40	486,675.31	0.00	1,113,688.00	1,113,688.00
Other Outgo	7000-7499	86,573.62	146,920.62	146,920.62	517,994.18	124,883.55	0.00	2,149,763.00	2,149,763.00
Interfund Transfers Out	7600-7629	0.00	0.00	0.00	354,062.00	0.00	0.00	354,062.00	354,062.00
All Other Financing Uses	7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DISBURSEMENTS		17,170,955.62	17,765,059.62	17,681,446.62	21,787,458.58	15,105,100.25	0.00	204,815,622.00	204,815,622.00
D. BALANCE SHEET ITEMS									
Assets and Deferred Outflows									
Cash Not In Treasury	9111-9199	78,113.13	0.00	0.00	0.00	0.00	0.00	16,908,540.42	
Accounts Receivable	9200-9299	113,935.03	219,396.61	187,251.02	(6,694,472.15)	3,610,843.30	0.00	(587,471.82)	
Due From Other Funds	9310	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Stores	9320	33,456.61	0.00	0.00	0.00	0.00	0.00	33,456.61	
Prepaid Expenditures	9330	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Other Current Assets	9340	556,086.00	0.00	0.00	0.00	0.00	0.00	556,086.00	
Deferred Outflows of Resources	9490	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
SUBTOTAL		781,590.77	219,396.61	187,251.02	(6,694,472.15)	3,610,843.30	0.00	16,910,611.21	
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599	1,409,971.19	(131,791.36)	(12,529.15)	(1,836,563.08)	(2,743,543.28)	0.00	37,787,896.99	
Due To Other Funds	9610	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Current Loans	9640	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Unearned Revenues	9650	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Deferred Inflows of Resources	9690	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
SUBTOTAL		1,409,971.19	(131,791.36)	(12,529.15)	(1,836,563.08)	(2,743,543.28)	0.00	37,787,896.99	
Nonoperating									
Suspense Clearing	9910	(317,036.65)	(1,496,169.96)	(1,477,814.26)	(1,023,907.43)	0.00	0.00	(16,778,596.33)	
TOTAL BALANCE SHEET ITEMS		(945,417.07)	(1,144,981.99)	(1,278,034.09)	(5,881,816.50)	6,354,386.58	0.00	(37,655,882.11)	
E. NET INCREASE/DECREASE (B - C + D)		(2,440,044.68)	2,039,377.96	(2,663,029.02)	(6,120,806.18)	(12,954,202.90)	0.00	(30,656,963.11)	6,998,919.00
F. ENDING CASH (A + E)		24,377,123.69	26,416,501.65	23,753,472.63	17,632,666.45				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								4,678,463.55	

	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ACTUALS THROUGH THE MONTH OF (Enter Month Name):	FEBRUARY									
A. BEGINNING CASH			17,632,666.45	26,013,850.16	22,516,120.53	24,205,667.30	19,190,195.40	12,971,667.78	32,416,293.18	37,945,555.92
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019		3,469,259.70	3,469,259.70	11,704,563.96	6,244,667.46	6,244,667.46	11,704,563.96	6,244,667.46	6,244,667.46
Property Taxes	8020-8079		687,891.00	950,743.00	(72,703.00)	1,377.00	341,410.00	15,306,049.00	10,927,805.00	1,950,552.00
Miscellaneous Funds	8080-8099		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Revenue	8100-8299		5,770.00	0.00	770,545.00	239,227.00	20,777.00	1,153,230.00	78,562.00	719,574.00
Other State Revenue	8300-8599		1,198,128.00	1,098,408.00	2,797,651.00	987,561.00	1,536,138.24	1,731,641.42	983,402.00	888,336.24
Other Local Revenue	8600-8799		11,840.00	385,726.00	121,160.00	295,655.00	163,658.00	419,989.00	147,287.00	298,783.00
Interfund Transfers In	8910-8929		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Sources	8930-8979		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECEIPTS			5,372,888.70	5,904,136.70	15,321,216.96	7,768,487.46	8,306,650.70	30,315,473.38	18,381,723.46	10,101,912.70
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		123,518.43	6,403,717.01	6,339,688.66	6,588,961.56	6,717,842.05	6,531,788.40	6,379,010.38	6,505,073.76
Classified Salaries	2000-2999		239,585.62	1,702,772.35	2,488,794.30	2,563,450.07	2,463,819.20	2,247,739.05	2,251,086.85	2,212,865.27
Employee Benefits	3000-3999		92,145.06	1,971,398.36	3,561,052.33	3,684,164.94	3,734,556.96	3,617,036.68	3,600,715.89	3,591,669.60
Books and Supplies	4000-4999		3,281.53	110,328.15	265,374.01	220,195.74	547,617.82	73,080.64	326,909.39	1,297,536.99
Services	5000-5999		1,465,274.38	917,458.06	2,691,351.08	949,674.03	1,063,499.48	1,868,383.37	1,587,435.59	2,062,619.92
Capital Outlay	6000-6599		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Outgo	7000-7499		152,884.62	152,884.62	152,884.62	152,884.62	152,884.62	152,884.62	152,884.62	152,884.62
Interfund Transfers Out	7600-7629		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Uses	7630-7699		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DISBURSEMENTS			2,076,689.64	11,258,558.55	15,499,145.00	14,159,330.96	14,680,220.13	14,490,912.76	14,298,042.72	15,822,650.16
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not In Treasury	9111-9199	25,085.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Accounts Receivable	9200-9299	11,703,747.49	949,112.65	770,340.41	1,105,750.28	1,747,000.00	199,979.00	3,876,177.00	976,899.00	559,180.00
Due From Other Funds	9310	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Stores	9320	33,456.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prepaid Expenditures	9330	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Current Assets	9340	556,086.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Deferred Outflows of Resources	9490	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL		12,318,375.10	949,112.65	770,340.41	1,105,750.28	1,747,000.00	199,979.00	3,876,177.00	976,899.00	559,180.00
Liabilities and Deferred Inflows										
Accounts Payable	9500-9599	10,680,011.28	(4,282,980.00)	(1,712,005.81)	(62,408.53)	113,908.40	22,858.19	9,215.22	(490,819.00)	(259,978.00)
Due To Other Funds	9610	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Current Loans	9640	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unearned Revenues	9650	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Deferred Inflows of Resources	9690	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUBTOTAL		10,680,011.28	(4,282,980.00)	(1,712,005.81)	(62,408.53)	113,908.40	22,858.19	9,215.22	(490,819.00)	(259,978.00)
Nonoperating										
Suspense Clearing	9910	0.00	(147,108.00)	(625,654.00)	699,316.00	(257,720.00)	(22,079.00)	(246,897.00)	(22,136.00)	(220,543.00)
TOTAL BALANCE SHEET ITEMS		1,638,363.82	5,084,984.65	1,856,692.22	1,867,474.81	1,375,371.60	155,041.81	3,620,064.78	1,445,582.00	598,615.00
E. NET INCREASE/DECREASE (B - C + D)			8,381,183.71	(3,497,729.63)	1,689,546.77	(5,015,471.90)	(6,218,527.62)	19,444,625.40	5,529,262.74	(5,122,122.46)
F. ENDING CASH (A + E)			26,013,850.16	22,516,120.53	24,205,667.30	19,190,195.40	12,971,667.78	32,416,293.18	37,945,555.92	32,823,433.46
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ACTUALS THROUGH THE MONTH OF (Enter Month Name):	FEBRUARY								
A. BEGINNING CASH		32,823,433.46	33,203,671.62	37,179,429.09	36,652,681.57				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019	11,704,563.96	6,244,667.46	6,244,667.46	5,459,896.50	6,244,667.46	0.00	91,224,780.00	91,224,780.00
Property Taxes	8020-8079	41,000.00	11,258,239.00	6,827,133.00	7,706,618.00	0.00	0.00	55,926,114.00	55,926,114.00
Miscellaneous Funds	8080-8099	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Revenue	8100-8299	133,303.00	4,713.00	872,907.00	790,910.00	1,072,722.00	0.00	5,862,240.00	5,862,240.00
Other State Revenue	8300-8599	1,731,641.42	1,092,738.00	988,336.24	943,305.18	774,334.64	0.00	16,751,621.38	16,751,621.38
Other Local Revenue	8600-8799	74,843.00	26,564.00	75,351.00	189,998.00	0.00	0.00	2,210,854.00	2,210,854.00
Interfund Transfers In	8910-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Sources	8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECEIPTS		13,685,351.38	18,626,921.46	15,008,394.70	15,090,727.68	8,091,724.10	0.00	171,975,609.38	171,975,609.38
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	6,632,203.68	6,569,293.35	6,873,510.73	6,865,552.24	1,023,364.91	(0.01)	73,553,525.15	73,553,525.15
Classified Salaries	2000-2999	2,657,060.58	2,648,469.81	2,634,153.74	3,010,794.58	1,250,533.82	(2.85)	28,371,122.39	28,371,122.39
Employee Benefits	3000-3999	3,128,162.40	3,115,377.04	3,196,353.74	3,748,926.75	3,689,142.23	(4.07)	40,730,697.91	40,730,697.91
Books and Supplies	4000-4999	703,612.04	825,931.25	808,344.16	863,054.28	1,734,566.80	0.80	7,779,833.60	7,779,833.60
Services	5000-5999	1,580,277.51	1,788,827.92	1,525,552.23	3,017,326.69	2,483,867.94	(2.31)	23,001,545.89	23,001,545.89
Capital Outlay	6000-6599	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Outgo	7000-7499	152,884.62	152,884.62	152,884.62	523,390.18	15,642.00	0.00	2,220,763.00	2,220,763.00
Interfund Transfers Out	7600-7629	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
All Other Financing Uses	7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DISBURSEMENTS		14,854,200.83	15,100,783.99	15,190,799.22	18,029,044.72	10,197,117.70	(8.44)	175,657,487.94	175,657,487.94
D. BALANCE SHEET ITEMS									
Assets and Deferred Outflows									
Cash Not In Treasury	9111-9199	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Accounts Receivable	9200-9299	113,935.00	219,396.00	187,251.00	(3,955,866.00)	4,954,593.00	0.15	11,703,747.49	
Due From Other Funds	9310	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Stores	9320	33,456.61	0.00	0.00	0.00	0.00	0.00	33,456.61	
Prepaid Expenditures	9330	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Other Current Assets	9340	556,086.00	0.00	0.00	0.00	0.00	0.00	556,086.00	
Deferred Outflows of Resources	9490	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
SUBTOTAL		703,477.61	219,396.00	187,251.00	(3,955,866.00)	4,954,593.00	0.15	12,293,290.10	
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599	(990,841.00)	131,791.00	(12,529.00)	1,836,563.00	(4,698,344.15)	0.00	(10,395,569.68)	
Due To Other Funds	9610	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Current Loans	9640	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Unearned Revenues	9650	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Deferred Inflows of Resources	9690	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
SUBTOTAL		(990,841.00)	131,791.00	(12,529.00)	1,836,563.00	(4,698,344.15)	0.00	(10,395,569.68)	
Nonoperating									
Suspense Clearing	9910	(145,231.00)	362,015.00	(544,123.00)	1,153,201.00	0.00	0.00	(16,959.00)	
TOTAL BALANCE SHEET ITEMS		1,549,087.61	449,620.00	(344,343.00)	(4,639,228.00)	9,652,937.15	0.15	22,671,900.78	
E. NET INCREASE/DECREASE (B - C + D)		380,238.16	3,975,757.47	(526,747.52)	(7,577,545.04)	7,547,543.55	8.59	18,990,022.22	(3,681,878.56)
F. ENDING CASH (A + E)		33,203,671.62	37,179,429.09	36,652,681.57	29,075,136.53				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								36,622,688.67	

Section I - Expenditures	Funds 01, 09, and 62 Goals	Functions	Objects	2021-22 Expenditures
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	204,815,622.00
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	25,975,069.00
C. Less state and local expenditures not allowed for MOE: (All resources, except federal as identified in Line B)				
1. Community Services	All	5000-5999	1000-7999	94,241.00
2. Capital Outlay	All except 7100-7199	All except 5000-5999	6000-6999	1,108,388.00
3. Debt Service	All	9100	5400-5450, 5800, 7430-7439	2,435,071.00
4. Other Transfers Out	All	9200	7200-7299	0.00
5. Interfund Transfers Out	All	9300	7600-7629	354,062.00
6. All Other Financing Uses	All	9100 9200	7699 7651	0.00
7. Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	30,000.00
8. Tuition (Revenue, in lieu of expenditures, to approximate costs of services for which tuition is received)	All	All	8710	781,018.00
9. Supplemental expenditures made as a result of a Presidentially declared disaster	Manually entered. Must not include expenditures in lines B, C1-C8, D1, or D2.			
10. Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)				4,802,780.00
D. Plus additional MOE expenditures:				
1. Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)	All	All	1000-7143, 7300-7439 minus 8000-8699	0.00
2. Expenditures to cover deficits for student body activities	Manually entered. Must not include expenditures in lines A or D1.			
E. Total expenditures subject to MOE (Line A minus lines B and C10, plus lines D1 and D2)				174,037,773.00

Section II - Expenditures Per ADA		2021-22 Annual ADA/ Exps. Per ADA
A. Average Daily Attendance (Form AI, Column C, sum of lines A6 and C9)*		13,460.62
B. Expenditures per ADA (Line I.E divided by Line II.A)		12,929.40

Section III - MOE Calculation (For data collection only. Final determination will be done by CDE)	Total	Per ADA
A. Base expenditures (Preloaded expenditures extracted from prior year Unaudited Actuals MOE calculation). (Note: If the prior year MOE was not met, in its final determination, CDE will adjust the prior year base to 90 percent of the preceding prior year amount rather than the actual prior year expenditure amount.)	156,188,375.15	10,610.72
1. Adjustment to base expenditure and expenditure per ADA amounts for LEAs failing prior year MOE calculation (From Section IV)	0.00	0.00
2. Total adjusted base expenditure amounts (Line A plus Line A.1)	156,188,375.15	10,610.72
B. Required effort (Line A.2 times 90%)	140,569,537.64	9,549.65
C. Current year expenditures (Line I.E and Line II.B)	174,037,773.00	12,929.40
D. MOE deficiency amount, if any (Line B minus Line C) (If negative, then zero)	0.00	0.00
E. MOE determination (If one or both of the amounts in line D are zero, the MOE requirement is met; if both amounts are positive, the MOE requirement is not met. If either column in Line A.2 or Line C equals zero, the MOE calculation is incomplete.)	MOE Met	
F. MOE deficiency percentage, if MOE not met; otherwise, zero (Line D divided by Line B) (Funding under ESSA covered programs in FY 2023-24 may be reduced by the lower of the two percentages)	0.00%	0.00%

*Interim Periods - Annual ADA not available from Form AI. For your convenience, Projected Year Totals Estimated P-2 ADA is extracted. Manual adjustment may be required to reflect estimated Annual ADA.

SECTION IV - Detail of Adjustments to Base Expenditures (used in Section III, Line A.1)

Description of Adjustments	Total Expenditures	Expenditures Per ADA
Total adjustments to base expenditures	0.00	0.00

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) — 8,911,199.00
2. Contracted general administrative positions not paid through payroll
   a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800.
   b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

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) — 136,744,940.00

C. Percentage of Plant Services Costs Attributable to General Administration

(Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) — 6.52%

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)	11,092,398.00
2.	Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	2,357,337.00
3.	External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999)	77,228.00
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)	1,129,256.70
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)	0.00
7.	Adjustment for Employment Separation Costs	
	a. Plus: Normal Separation Costs (Part II, Line A)	0.00
	b. Less: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
8.	Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	14,656,219.70
9.	Carry-Forward Adjustment (Part IV, Line F)	1,094,131.23
10.	Total Adjusted Indirect Costs (Line A8 plus Line A9)	15,750,350.93
B.	**Base Costs**	
1.	Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	122,983,586.00
2.	Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	20,796,932.00
3.	Pupil Services (Functions 3000-3999, objects 1000-5999 except 4700 and 5100)	19,649,577.00
4.	Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	1,303,008.00
5.	Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	94,241.00
6.	Enterprise (Function 6000, objects 1000-5999 except 4700 and 5100)	0.00
7.	Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	676,568.00
8.	External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000-5999, minus Part III, Line A3)	0.00
9.	Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	2,528,735.00
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)	155,543.00
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)	16,190,631.30
12.	Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	0.00
13.	Adjustment for Employment Separation Costs	
	a. Less: Normal Separation Costs (Part II, Line A)	0.00
	b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
14.	Student Activity (Fund 08, functions 4000-5999, objects 1000-5999 except 5100)	0.00
15.	Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	3,362,143.00
16.	Child Development (Fund 12, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	3,203,929.00
17.	Cafeteria (Funds 13 & 61, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	2,655,315.00
18.	Foundation (Funds 19 & 57, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00
19.	Total Base Costs (Lines B1 through B12 and Lines B13b through B18, minus Line B13a)	193,600,208.30
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 B19)	7.57%
D.	**Preliminary Proposed Indirect Cost Rate (For final approved fixed-with-carry-forward rate for use in 2023-24 see www.cde.ca.gov/fg/ac/ic)** (Line A10 divided by Line B19)	8.14%

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)**	14,656,219.70
B.	**Carry-forward adjustment from prior year(s)**	
1.	Carry-forward adjustment from the second prior year	(1,365,275.35)
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 (6.3%) times Part III, Line B19); zero if negative	1,094,131.23
2.	Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (6.3%) times Part III, Line B19) or (the highest rate used to recover costs from any program (6.79%) times Part III, Line B19); zero if positive	0.00
D.	**Preliminary carry-forward adjustment (Line C1 or C2)**	1,094,131.23

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)**	1,094,131.23

Approved indirect cost rate: 6.30%
Highest rate used in any program: 6.79%

Note: In one or more resources, the rate used is greater than the approved rate.

Fund	Resource	Eligible Expenditures (Objects 1000-5999 except 4700 & 5100)	Indirect Costs Charged (Objects 7310 and 7350)	Rate Used
01	2600	1,749,267.00	110,204.00	6.30%
01	3010	1,746,772.00	110,047.00	6.30%
01	3182	295,276.00	18,602.00	6.30%
01	3210	748,447.00	47,153.00	6.30%
01	3212	2,932,232.00	184,731.00	6.30%
01	3213	8,784,205.00	553,405.00	6.30%
01	3215	790,874.00	49,826.00	6.30%
01	3550	68,329.00	4,639.00	6.79%
01	4035	423,417.00	26,675.00	6.30%
01	4127	122,319.00	7,706.00	6.30%
01	4201	25,655.00	1,616.00	6.30%
01	4203	257,642.00	16,231.00	6.30%
01	5632	36,778.00	2,317.00	6.30%
01	5810	1,702,394.00	96,324.00	5.66%
01	6010	439,733.00	21,987.00	5.00%
01	6266	1,136,127.00	71,891.00	6.33%
01	6387	910,319.00	57,350.00	6.30%
01	6388	1,329,769.00	63,989.00	4.81%
01	7422	1,897,130.00	119,520.00	6.30%
01	8150	5,597,876.00	275,089.00	4.91%
01	9010	6,166,832.00	14,491.00	0.23%
11	6371	12,143.00	765.00	6.30%
11	6391	2,683,534.00	134,427.00	5.01%
12	5025	145,285.00	9,097.00	6.26%
12	5058	40,450.00	2,548.00	6.30%
12	5059	36,124.00	2,276.00	6.30%
12	6105	739,715.00	47,585.00	6.43%
12	9010	2,242,355.00	144,311.00	6.44%
13	5310	2,655,315.00	145,761.00	5.49%

Description	Object Codes	Projected Year Totals (Form 01I) (A)	% Change (Cols. C-A/A) (B)	2022-23 Projection (C)	% Change (Cols. E-C/C) (D)	2023-24 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	145,662,245.00	1.02%	147,150,894.00	1.43%	149,248,159.00
2. Federal Revenues	8100-8299	0.00	0.00%	0.00	0.00%	0.00
3. Other State Revenues	8300-8599	2,972,044.00	2.94%	3,059,358.72	-0.39%	3,047,391.57
4. Other Local Revenues	8600-8799	2,056,020.00	-87.45%	257,987.00	0.00%	257,987.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	(27,030,511.00)	6.98%	(28,917,007.99)	3.81%	(30,018,513.83)
6. Total (Sum lines A1 thru A5c)		123,659,798.00	-1.71%	121,551,231.73	0.81%	122,535,023.74
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				56,167,664.00		58,896,066.51
b. Step & Column Adjustment				685,245.51		718,532.01
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				2,043,157.00		1,320,732.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	56,167,664.00	4.86%	58,896,066.51	3.46%	60,935,330.52
2. Classified Salaries						
a. Base Salaries				16,642,780.00		16,885,413.90
b. Step & Column Adjustment				232,998.90		236,395.78
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				9,635.00		(85,430.00)
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	16,642,780.00	1.46%	16,885,413.90	0.89%	17,036,379.68
3. Employee Benefits	3000-3999	26,931,151.00	10.86%	29,857,133.30	2.73%	30,672,846.74
4. Books and Supplies	4000-4999	4,511,044.00	-51.60%	2,183,326.53	-5.34%	2,066,643.00
5. Services and Other Operating Expenditures	5000-5999	10,714,534.00	-12.75%	9,348,147.87	0.23%	9,369,235.00
6. Capital Outlay	6000-6999	101,334.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	1,609,086.00	4.41%	1,680,086.00	4.23%	1,751,086.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(2,365,658.00)	-48.64%	(1,215,117.46)	-4.32%	(1,162,666.20)
9. Other Financing Uses						
a. Transfers Out	7600-7629	354,062.00	-57.63%	150,000.00	0.00%	150,000.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)				0.00		(4,500,000.00)
11. Total (Sum lines B1 thru B10)		114,665,997.00	2.72%	117,785,056.65	-1.24%	116,318,854.74
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)		8,993,801.00		3,766,175.08		6,216,169.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01I, line F1e)		18,421,716.55		27,415,517.55		31,181,692.63
2. Ending Fund Balance (Sum lines C and D1)		27,415,517.55		31,181,692.63		37,397,861.63
3. Components of Ending Fund Balance (Form 01I)						
a. Nonspendable	9710-9719	100,060.00		100,060.00		100,060.00
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		20,523,799.00		32,210,613.07
d. Assigned	9780	14,844,121.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	12,471,336.55		10,557,833.63		5,087,188.56
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		27,415,517.55		31,181,692.63		37,397,861.63

Description	Object Codes	Projected Year Totals (Form 01I) (A)	% Change (Cols. C-A/A) (B)	2022-23 Projection (C)	% Change (Cols. E-C/C) (D)	2023-24 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	12,471,336.55		10,557,833.63		5,087,188.56
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		1.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves (Sum lines E1a thru E2c)		12,471,336.55		10,557,834.63		5,087,188.56

F. ASSUMPTIONS

Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.

See Attached

Description	Object Codes	Projected Year Totals (Form 01I) (A)	% Change (Cols. C-A/A) (B)	2022-23 Projection (C)	% Change (Cols. E-C/C) (D)	2023-24 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	0.00	0.00%	0.00	0.00%	0.00
2. Federal Revenues	8100-8299	26,676,638.00	-78.02%	5,862,240.00	0.00%	5,862,240.00
3. Other State Revenues	8300-8599	28,374,738.00	-51.74%	13,692,262.66	2.49%	14,032,960.36
4. Other Local Revenues	8600-8799	6,072,856.00	-67.84%	1,952,867.00	0.00%	1,952,867.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	27,030,511.00	6.98%	28,917,007.99	3.81%	30,018,513.83
6. Total (Sum lines A1 thru A5c)		88,154,743.00	-42.80%	50,424,377.65	2.86%	51,866,581.19
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				19,933,871.00		14,657,458.64
b. Step & Column Adjustment				20,992.43		147,907.86
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(5,297,404.79)		(2,533,862.14)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	19,933,871.00	-26.47%	14,657,458.64	-16.28%	12,271,504.36
2. Classified Salaries						
a. Base Salaries				13,768,416.00		11,485,708.49
b. Step & Column Adjustment				164,066.52		159,288.10
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(2,446,774.03)		(78,171.98)
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	13,768,416.00	-16.58%	11,485,708.49	0.71%	11,566,824.61
3. Employee Benefits	3000-3999	12,769,947.00	-12.45%	11,179,988.50	-2.81%	10,865,491.09
4. Books and Supplies	4000-4999	17,762,627.00	-68.49%	5,596,507.07	-52.77%	2,643,181.23
5. Services and Other Operating Expenditures	5000-5999	21,996,075.00	-37.93%	13,653,398.03	-6.13%	12,816,236.70
6. Capital Outlay	6000-6999	1,012,354.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	1,052,542.00	0.00%	1,052,542.00	0.00%	1,052,542.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	1,853,793.00	-62.06%	703,252.46	-7.46%	650,801.20
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)				0.00		0.00
11. Total (Sum lines B1 thru B10)		90,149,625.00	-35.30%	58,328,855.19	-11.08%	51,866,581.19
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)		(1,994,882.00)		(7,904,477.54)		0.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01I, line F1e)		9,899,359.54		7,904,477.54		0.00
2. Ending Fund Balance (Sum lines C and D1)		7,904,477.54		0.00		0.00
3. Components of Ending Fund Balance (Form 01I)						
a. Nonspendable	9710-9719	0.00		0.00		0.00
b. Restricted	9740	7,904,477.54		0.00		0.00
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		7,904,477.54		0.00		0.00

Description	Object Codes	Projected Year Totals (Form 01I) (A)	% Change (Cols. C-A/A) (B)	2022-23 Projection (C)	% Change (Cols. E-C/C) (D)	2023-24 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated Amount	9790					
(Enter current year reserve projections in Column A, and other reserve projections in Columns C and E for subsequent years 1 and 2)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
3. Total Available Reserves (Sum lines E1a thru E2c)						

F. ASSUMPTIONS

Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.

See Attached

Description	Object Codes	Projected Year Totals (Form 01I) (A)	% Change (Cols. C-A/A) (B)	2022-23 Projection (C)	% Change (Cols. E-C/C) (D)	2023-24 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	145,662,245.00	1.02%	147,150,894.00	1.43%	149,248,159.00
2. Federal Revenues	8100-8299	26,676,638.00	-78.02%	5,862,240.00	0.00%	5,862,240.00
3. Other State Revenues	8300-8599	31,346,782.00	-46.56%	16,751,621.38	1.96%	17,080,351.93
4. Other Local Revenues	8600-8799	8,128,876.00	-72.80%	2,210,854.00	0.00%	2,210,854.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		211,814,541.00	-18.81%	171,975,609.38	1.41%	174,401,604.93
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				76,101,535.00		73,553,525.15
b. Step & Column Adjustment				706,237.94		866,439.87
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(3,254,247.79)		(1,213,130.14)
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	76,101,535.00	-3.35%	73,553,525.15	-0.47%	73,206,834.88
2. Classified Salaries						
a. Base Salaries				30,411,196.00		28,371,122.39
b. Step & Column Adjustment				397,065.42		395,683.88
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(2,437,139.03)		(163,601.98)
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	30,411,196.00	-6.71%	28,371,122.39	0.82%	28,603,204.29
3. Employee Benefits	3000-3999	39,701,098.00	3.37%	41,037,121.80	1.22%	41,538,337.83
4. Books and Supplies	4000-4999	22,273,671.00	-65.07%	7,779,833.60	-39.46%	4,709,824.23
5. Services and Other Operating Expenditures	5000-5999	32,710,609.00	-29.68%	23,001,545.90	-3.55%	22,185,471.70
6. Capital Outlay	6000-6999	1,113,688.00	-100.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	2,661,628.00	2.67%	2,732,628.00	2.60%	2,803,628.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(511,865.00)	0.00%	(511,865.00)	0.00%	(511,865.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	354,062.00	-57.63%	150,000.00	0.00%	150,000.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		(4,500,000.00)
11. Total (Sum lines B1 thru B10)		204,815,622.00	-14.01%	176,113,911.84	-4.50%	168,185,435.93
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)		6,998,919.00		(4,138,302.46)		6,216,169.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01I, line F1e)		28,321,076.09		35,319,995.09		31,181,692.63
2. Ending Fund Balance (Sum lines C and D1)		35,319,995.09		31,181,692.63		37,397,861.63
3. Components of Ending Fund Balance (Form 01I)						
a. Nonspendable	9710-9719	100,060.00		100,060.00		100,060.00
b. Restricted	9740	7,904,477.54		0.00		0.00
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		20,523,799.00		32,210,613.07
d. Assigned	9780	14,844,121.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	12,471,336.55		10,557,833.63		5,087,188.56
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		35,319,995.09		31,181,692.63		37,397,861.63

Description	Object Codes	Projected Year Totals (Form 01I) (A)	% Change (Cols. C-A/A) (B)	2022-23 Projection (C)	% Change (Cols. E-C/C) (D)	2023-24 Projection (E)
E. AVAILABLE RESERVES (Unrestricted except as noted)						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	12,471,336.55		10,557,833.63		5,087,188.56
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
d. Negative Restricted Ending Balances						
(Negative resources 2000-9999)	979Z			0.00		0.00
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		1.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1 thru E2c)		12,471,336.55		10,557,834.63		5,087,188.56
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		6.09%		5.99%		3.02%
F. RECOMMENDED RESERVES						
1. Special Education Pass-through Exclusions						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?	YES					
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
2. Special education pass-through funds (Column A: Fund 10, resources 3300-3499, 6500-6540 and 6546, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)		0.00				
2. District ADA						
Used to determine the reserve standard percentage level on line F3d						
(Col. A: Form AI, Estimated P-2 ADA column, Lines A4 and C4; enter projections)		13,460.62		14,163.15		13,955.42
3. Calculating the Reserves						
a. Expenditures and Other Financing Uses (Line B11)		204,815,622.00		176,113,911.84		168,185,435.93
b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)		0.00		0.00		0.00
c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)		204,815,622.00		176,113,911.84		168,185,435.93
d. Reserve Standard Percentage Level						
(Refer to Form 01CSI, Criterion 10 for calculation details)		3%		3%		3%
e. Reserve Standard - By Percent (Line F3c times F3d)		6,144,468.66		5,283,417.36		5,045,563.08
f. Reserve Standard - By Amount						
(Refer to Form 01CSI, Criterion 10 for calculation details)		0.00		0.00		0.00
g. Reserve Standard (Greater of Line F3e or F3f)		6,144,468.66		5,283,417.36		5,045,563.08
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 (Goal 5760)	Adjustments*	Total
	UNDUPLICATED PUPIL COUNT								1,992
TOTAL PROJECTED EXPENDITURES (Funds 01, 09, & 62; resources 0000-9999)									
1000-1999	Certificated Salaries	1,217,358.00	0.00	0.00	0.00	747,998.00	9,332,492.00		11,297,848.00
2000-2999	Classified Salaries	432,289.00	0.00	0.00	0.00	278,545.00	7,749,800.00		8,460,634.00
3000-3999	Employee Benefits	618,514.00	0.00	0.00	0.00	412,004.00	7,007,553.00		8,038,071.00
4000-4999	Books and Supplies	124,101.00	0.00	0.00	0.00	7,466.00	240,181.00		371,748.00
5000-5999	Services and Other Operating Expenditures	3,905,466.00	0.00	0.00	0.00	0.00	7,228,409.00		11,133,875.00
6000-6999	Capital Outlay (except Object 6600 & Object 6910)	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	6,297,728.00	0.00	0.00	0.00	1,446,013.00	31,558,435.00	0.00	39,302,176.00
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	49,826.00		49,826.00
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	49,826.00	0.00	49,826.00
	TOTAL COSTS	6,297,728.00	0.00	0.00	0.00	1,446,013.00	31,608,261.00	0.00	39,352,002.00
STATE AND LOCAL PROJECTED EXPENDITURES (Funds 01, 09, & 62; resources 0000-2999, 3385, & 6000-9999)									
1000-1999	Certificated Salaries	1,014,777.00	0.00	0.00	0.00	747,998.00	9,162,984.00		10,925,759.00
2000-2999	Classified Salaries	352,768.00	0.00	0.00	0.00	(1,546.00)	5,994,032.00		6,345,254.00
3000-3999	Employee Benefits	518,426.00	0.00	0.00	0.00	274,946.00	6,069,927.00		6,863,299.00
4000-4999	Books and Supplies	22,793.00	0.00	0.00	0.00	6,543.00	120,509.00		149,845.00
5000-5999	Services and Other Operating Expenditures	3,881,801.00	0.00	0.00	0.00	0.00	6,571,569.00		10,453,370.00
6000-6999	Capital Outlay (except Object 6600 & Object 6910)	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	5,790,565.00	0.00	0.00	0.00	1,027,941.00	27,919,021.00	0.00	34,737,527.00
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	5,790,565.00	0.00	0.00	0.00	1,027,941.00	27,919,021.00	0.00	34,737,527.00
8980	Contributions from Unrestricted Revenues to Federal Resources (Resources 3310-3400, except 3385, all goals; resources 3000-3178 & 3410-5810, goals 5000-5999)								0.00
	TOTAL COSTS								34,737,527.00

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 (Goal 5760)	Adjustments*	Total
LOCAL PROJECTED EXPENDITURES (Funds 01, 09, & 62; resources 0000-1999 & 8000-9999)									
1000-1999	Certificated Salaries	21,904.00	0.00	0.00	0.00	0.00	16,661.00		38,565.00
2000-2999	Classified Salaries	0.00	0.00	0.00	0.00	0.00	0.00		0.00
3000-3999	Employee Benefits	4,880.00	0.00	0.00	0.00	0.00	5,400.00		10,280.00
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	1,236.00		1,236.00
5000-5999	Services and Other Operating Expenditures	1,954,344.00	0.00	0.00	0.00	0.00	0.00		1,954,344.00
6000-6999	Capital Outlay (except Object 6600 & Object 6910)	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	1,981,128.00	0.00	0.00	0.00	0.00	23,297.00	0.00	2,004,425.00
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	1,981,128.00	0.00	0.00	0.00	0.00	23,297.00	0.00	2,004,425.00
8980	Contributions from Unrestricted Revenues to Federal Resources (From State and Local Projected Expenditures section)								0.00
8980	Contributions from Unrestricted Revenues to State Resources (Resources 3385, 6500-6540, & 7240, all goals; resources 2000-2999 & 6010-7810, except 6500-6540, & 7240, goals 5000-5999)								21,422,781.00
	TOTAL COSTS								23,427,206.00

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 (Goal 5760)	Adjustments*	Total
	UNDUPLICATED PUPIL COUNT								1,992
TOTAL ACTUAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-9999)									
1000-1999	Certificated Salaries	1,539,795.89	0.00	0.00	0.00	772,077.27	9,241,408.31		11,553,281.47
2000-2999	Classified Salaries	816,944.73	0.00	0.00	0.00	270,212.24	7,513,712.82		8,600,869.79
3000-3999	Employee Benefits	619,146.54	0.00	0.00	0.00	391,410.15	6,343,217.11		7,353,773.80
4000-4999	Books and Supplies	16,406.29	0.00	0.00	0.00	2,419.37	607,860.49		626,686.15
5000-5999	Services and Other Operating Expenditures	1,837,686.94	0.00	0.00	0.00	0.00	7,060,000.95		8,897,687.89
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	4,829,980.39	0.00	0.00	0.00	1,436,119.03	30,766,199.68	0.00	37,032,299.10
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
PCRA	Program Cost Report Allocations (non-add)	1,818,818.77							1,818,818.77
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL COSTS	4,829,980.39	0.00	0.00	0.00	1,436,119.03	30,766,199.68	0.00	37,032,299.10
FEDERAL ACTUAL EXPENDITURES (Funds 01, 09, and 62; resources 3000-5999, except 3385)									
1000-1999	Certificated Salaries	131,311.40	0.00	0.00	0.00	0.00	246,117.78		377,429.18
2000-2999	Classified Salaries	94,743.69	0.00	0.00	0.00	239,454.06	1,740,836.60		2,075,034.35
3000-3999	Employee Benefits	79,236.98	0.00	0.00	0.00	121,048.27	910,697.58		1,110,982.83
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	923.00	524,023.18		524,946.18
5000-5999	Services and Other Operating Expenditures	21,407.01	0.00	0.00	0.00	0.00	616,720.87		638,127.88
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	326,699.08	0.00	0.00	0.00	361,425.33	4,038,396.01	0.00	4,726,520.42
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	326,699.08	0.00	0.00	0.00	361,425.33	4,038,396.01	0.00	4,726,520.42
8980	Less: Contributions from Unrestricted Revenues to Federal Resources (Resources 3310-3400, except 3385, all goals; resources 3000-3178 & 3410-5810, goals 5000-5999)								0.00
	TOTAL COSTS								4,726,520.42

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 (Goal 5760)	Adjustments*	Total
STATE AND LOCAL ACTUAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-2999, 3385, & 6000-9999)									
1000-1999	Certificated Salaries	1,408,484.49	0.00	0.00	0.00	772,077.27	8,995,290.53		11,175,852.29
2000-2999	Classified Salaries	722,201.04	0.00	0.00	0.00	30,758.18	5,772,876.22		6,525,835.44
3000-3999	Employee Benefits	539,909.56	0.00	0.00	0.00	270,361.88	5,432,519.53		6,242,790.97
4000-4999	Books and Supplies	16,406.29	0.00	0.00	0.00	1,496.37	83,837.31		101,739.97
5000-5999	Services and Other Operating Expenditures	1,816,279.93	0.00	0.00	0.00	0.00	6,443,280.08		8,259,560.01
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	4,503,281.31	0.00	0.00	0.00	1,074,693.70	26,727,803.67	0.00	32,305,778.68
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
PCRA	Program Cost Report Allocations (non-add)	1,818,818.77							1,818,818.77
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	4,503,281.31	0.00	0.00	0.00	1,074,693.70	26,727,803.67	0.00	32,305,778.68
8980	Contributions from Unrestricted Revenues to Federal Resources (From Federal Actual Expenditures section)								0.00
	TOTAL COSTS								32,305,778.68
LOCAL ACTUAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-1999 & 8000-9999)									
1000-1999	Certificated Salaries	57,282.46	0.00	0.00	0.00	0.00	0.00		57,282.46
2000-2999	Classified Salaries	85.26	0.00	0.00	0.00	0.00	0.00		85.26
3000-3999	Employee Benefits	11,521.40	0.00	0.00	0.00	0.00	0.00		11,521.40
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	91.00		91.00
5000-5999	Services and Other Operating Expenditures	587,324.61	0.00	0.00	0.00	0.00	0.00		587,324.61
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	656,213.73	0.00	0.00	0.00	0.00	91.00	0.00	656,304.73
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	656,213.73	0.00	0.00	0.00	0.00	91.00	0.00	656,304.73
8980	Contributions from Unrestricted Revenues to Federal Resources (From Federal Actual Expenditures section)								0.00
8980	Contributions from Unrestricted Revenues to State Resources (Resources 3385, 6500, 6510, & 7240, all goals; resources 2000-2999 & 6010-7810, except 6500, 6510, & 7240, goals 5000-5999)								20,374,985.28
	TOTAL COSTS								21,031,290.01

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

SELPA: (??)

This form is used to check maintenance of effort (MOE) for an LEA, whether the LEA is a member of a SELPA or is a single-LEA SELPA.

Per the federal Subsequent Years Rule, in order to determine the required level of effort, the LEA must look back to the last fiscal year in which the LEA maintained effort using the same method by which it is currently establishing the compliance standard. To meet the requirement of the Subsequent Years Rule, the LMC-I worksheet has been revised to make changes to sections 3.A.1, 3.A.2, 3.B.1, and 3.B.2. The revised sections allow the LEA to compare the 2021-22 projected expenditures to the most recent fiscal year the LEA met MOE using that method, which is the comparison year.

There are four methods that the LEA can use to demonstrate the compliance standard. They are (1) combined state and local expenditures; (2) combined state and local expenditures on a per capita basis; (3) local expenditures only; and (4) local expenditures only on a per capita basis.

The LEA is only required to pass one of the tests to meet the MOE requirement. However, the LEA is required to show results for all four methods.

SECTION 1 Exempt Reduction Under 34 CFR Section 300.204

If your LEA determines that a reduction in expenditures occurred as a result of one or more of the following conditions, you may calculate a reduction to the required MOE standard. Reductions may apply to combined state and local MOE standard, local only MOE standard, or both.

1. Voluntary departure, by retirement or otherwise, or departure for just cause, of special education or related services personnel.

2. A decrease in the enrollment of children with disabilities.

3. The termination of the obligation of the agency to provide a program of special education to a particular child with a disability that is an exceptionally costly program, as determined by the SEA, because the child:

   a. Has left the jurisdiction of the agency;
   b. Has reached the age at which the obligation of the agency to provide free appropriate public education (FAPE) to the child has terminated; or
   c. No longer needs the program of special education.

4. The termination of costly expenditures for long-term purchases, such as the acquisition of equipment or the construction of school facilities.

5. The assumption of cost by the high cost fund operated by the SEA under 34 CFR Sec. 300.704(c).

Provide the condition number, if any, to be used in the calculation below:	State and Local	Local Only
Total exempt reductions	0.00	0.00

SELPA: (??)

SECTION 2 **Reduction to MOE Requirement Under IDEA, Section 613 (a)(2)(C) (34 CFR Sec. 300.205)**

IMPORTANT NOTE: Only LEAs that have a "meets requirement" compliance determination and that are not found significantly disproportionate for the current year are eligible to use this option to reduce their MOE requirement.

Up to 50% of the increase in IDEA Part B Section 611 funding in current year compared with prior year may be used to reduce the required level of state and local expenditures. This option is available only if the LEA used or will use the freed up funds for activities authorized under the Elementary and Secondary Education Act (ESEA) of 1965. Also, the amount of Part B funds used for early intervening services (34 CFR 300.226(a)) will count toward the maximum amount by which the LEA may reduce its MOE requirement under this exception [P.L. 108-446].

		State and Local	Local Only
Current year funding (IDEA Section 611 Local Assistance Grant Award - Resource 3310			
Less: Prior year's funding (IDEA Section 611 Local Assistance Grant Award - Resource 3310)			
Increase in funding (if difference is positive)	0.00		
Maximum available for MOE reduction (50% of increase in funding)	0.00 (a)		
Current year funding (IDEA Section 619 - Resource 3315)			
Maximum available for early intervening services (EIS) (15% of current year funding - Resources 3310 and 3315)	0.00 (b)		
If (b) is greater than (a).			
Enter portion to set aside for EIS (cannot exceed line (b), Maximum available for EIS)	(c)		
Available for MOE reduction. (line (a) minus line (c), zero if negative)	0.00 (d)		
Enter portion used to reduce MOE requirement (cannot exceed line (d), Available for MOE reduction).			
If (b) is less than (a).			
Enter portion used to reduce MOE requirement (first column cannot exceed line (a), Maximum available for MOE reduction, second and third columns cannot exceed (e), Portion used to reduce MOE requirement).	(e)		
Available to set aside for EIS (line (b) minus line (e), zero if negative)	0.00 (f)		

Note: If your LEA exercises the authority under 34 CFR 300.205(a) to reduce the MOE requirement, the LEA must list the activities (which are authorized under the ESEA) paid with the freed up funds:

SELPA: (??)

SECTION 3	**Column A**	**Column B**	**Column C**
	Projected Exps. (LP-I Worksheet) FY 2021-22	**Actual Expenditures Comparison Year FY2020-21**	**Difference (A - B)**
A. COMBINED STATE AND LOCAL EXPENDITURES METHOD			
1. Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs. actual method based on state and local expenditures.			
a. Total special education expenditures	39,352,002.00		
b. Less: Expenditures paid from federal sources	4,614,475.00		
c. Expenditures paid from state and local sources	34,737,527.00	34,124,752.01	
Add/Less: Adjustments and/or PCRA required for MOE calculation		0.00	
Comparison year's expenditures, adjusted for MOE calculation		34,124,752.01	
Less: Exempt reduction(s) from SECTION 1		0.00	
Less: 50% reduction from SECTION 2		0.00	
Net expenditures paid from state and local sources	34,737,527.00	34,124,752.01	612,774.99

If the difference in Column C for the Section 3.A.1 is positive or zero, the MOE eligibility requirement is met based on the combination of state and local expenditures.

	Projected Exps. FY 2021-22	**Comparison Year FY2020-21**	**Difference**
2. Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs. actual method based on the per capita local expenditures.			
a. Total special education expenditures	39,352,002.00		
b. Less: Expenditures paid from federal sources	4,614,475.00		
c. Expenditures paid from state and local sources	34,737,527.00	34,124,752.01	
Add/Less: Adjustments and/or PCRA required for MOE calculation		0.00	
Comparison year's expenditures, adjusted for MOE calculation		34,124,752.01	
Less: Exempt reduction(s) from SECTION 1		0.00	
Less: 50% reduction from SECTION 2		0.00	
Net expenditures paid from state and local sources	34,737,527.00	34,124,752.01	
d. Special education unduplicated pupil count	1,992.00	1,964.00	
e. Per capita state and local expenditures (A2c/A2d)	17,438.52	17,375.13	63.39

If the difference in Column C for the Section 3.A.2 is positive or zero, the MOE eligibility requirement is met based on the per capita state and local expenditures.

SELPA: (??)

B. LOCAL EXPENDITURES ONLY METHOD

	Projected Exps. FY 2021-22	Comparison Year FY2020-21	Difference
1. Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs. actual method based on local expenditures only.			
a. Expenditures paid from local sources	23,427,206.00	21,031,290.01	
Add/Less: Adjustments required for MOE calculation		0.00	
Comparison year's expenditures, adjusted for MOE calculation		21,031,290.01	
Less: Exempt reduction(s) from SECTION 1		0.00	
Less: 50% reduction from SECTION 2		0.00	
Net expenditures paid from local sources	23,427,206.00	21,031,290.01	2,395,915.99

If the difference in Column C for the Section 3.B.1 is positive or zero, the MOE eligibility requirement is met based on the local expenditures.

	Projected Exps. FY 2021-22	Comparison Year FY2020-21	Difference
2. Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs.actual method based on the per capita local expenditures only.			
a. Expenditures paid from local sources	23,427,206.00	21,031,290.01	
Add/Less: Adjustments required for MOE calculation		0.00	
Comparison year's expenditures, adjusted for MOE calculation		21,031,290.01	
Less: Exempt reduction(s) from SECTION 1		0.00	
Less: 50% reduction from SECTION 2		0.00	
Net expenditures paid from local sources	23,427,206.00	21,031,290.01	
b. Special education unduplicated pupil count	1,992	1,964	
c. Per capita local expenditures (B2a/B2b)	11,760.65	10,708.40	1,052.25

If the difference in Column C for the Section 3.B.2 is positive or zero, the MOE eligibility requirement is met based on the per capita local expenditures only.

Gloria Moya
Contact Name

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Financial Analyst
Title

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Email Address

SELPA: (??)

Object Code	Description	Adjustments*	Total
TOTAL PROJECTED EXPENDITURES - All Sources			
1000-1999	Certificated Salaries		0.00
2000-2999	Classified Salaries		0.00
3000-3999	Employee Benefits		0.00
4000-4999	Books and Supplies		0.00
5000-5999	Services and Other Operating Expenditures		0.00
6000-6999	Capital Outlay (except Object 6600 & Object 6910)		0.00
7130	State Special Schools		0.00
7430-7439	Debt Service		0.00
	Total Direct Costs	0.00	0.00
7310	Transfers of Indirect Costs		0.00
7350	Transfers of Indirect Costs - Interfund		0.00
	Total Indirect Costs	0.00	0.00
	TOTAL COSTS	0.00	0.00
PROJECTED EXPENDITURES - State and Local Sources			
1000-1999	Certificated Salaries		0.00
2000-2999	Classified Salaries		0.00
3000-3999	Employee Benefits		0.00
4000-4999	Books and Supplies		0.00
5000-5999	Services and Other Operating Expenditures		0.00
6000-6999	Capital Outlay (except Object 6600 & Object 6910)		0.00
7130	State Special Schools		0.00
7430-7439	Debt Service		0.00
	Total Direct Costs	0.00	0.00
7310	Transfers of Indirect Costs		0.00
7350	Transfers of Indirect Costs - Interfund		0.00
	Total Indirect Costs	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources		0.00
	TOTAL COSTS	0.00	0.00

SELPA: (??)

Object Code	Description	Adjustments*	Total
PROJECTED EXPENDITURES - Local Sources			
1000-1999	Certificated Salaries		0.00
2000-2999	Classified Salaries		0.00
3000-3999	Employee Benefits		0.00
4000-4999	Books and Supplies		0.00
5000-5999	Services and Other Operating Expenditures		0.00
6000-6999	Capital Outlay (except Object 6600 & Object 6910)		0.00
7130	State Special Schools		0.00
7430-7439	Debt Service		0.00
	Total Direct Costs	0.00	0.00
7310	Transfers of Indirect Costs		0.00
7350	Transfers of Indirect Costs - Interfund		0.00
	Total Indirect Costs	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00
8980	Contributions from Unrestricted Revenues to Federal Resources (From PROJECTED EXPENDITURES - State and Local Sources section)		0.00
8980	Contributions from Unrestricted Revenues to State Resources		0.00
	TOTAL COSTS	0.00	0.00
UNDUPLICATED PUPIL COUNT			0

* Attach an additional sheet with explanations of any amounts in the Adjustments column.

Description	Direct Costs - Interfund Transfers In 5750	Direct Costs - Interfund Transfers Out 5750	Indirect Costs - Interfund Transfers In 7350	Indirect Costs - Interfund Transfers Out 7350	Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
01I GENERAL FUND								
Expenditure Detail	93,804.00	0.00	0.00	(511,865.00)				
Other Sources/Uses Detail					0.00	354,062.00		
Fund Reconciliation								
08I STUDENT ACTIVITY SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
09I CHARTER SCHOOLS SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
10I SPECIAL EDUCATION PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
11I ADULT EDUCATION FUND								
Expenditure Detail	4,575.00	0.00	160,287.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
12I CHILD DEVELOPMENT FUND								
Expenditure Detail	0.00	(174,288.00)	205,817.00	0.00				
Other Sources/Uses Detail					354,062.00	0.00		
Fund Reconciliation								
13I CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	75,909.00	0.00	145,761.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
14I DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
15I PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
17I SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
18I SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
19I FOUNDATION SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation								
20I SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
21I BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
25I CAPITAL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
30I STATE SCHOOL BUILDING LEASE/PURCHASE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
35I COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
40I SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
49I CAP PROJ FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
51I BOND INTEREST AND REDEMPTION FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
52I DEBT SVC FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
53I TAX OVERRIDE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
56I DEBT SERVICE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
57I FOUNDATION PERMANENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation								

Description	Direct Costs - Interfund Transfers In 5750	Direct Costs - Interfund Transfers Out 5750	Indirect Costs - Interfund Transfers In 7350	Indirect Costs - Interfund Transfers Out 7350	Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
61I CAFETERIA ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
62I CHARTER SCHOOLS ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
63I OTHER ENTERPRISE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
66I WAREHOUSE REVOLVING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
67I SELF-INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
71I RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00			
Fund Reconciliation								
73I FOUNDATION PRIVATE-PURPOSE TRUST FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00			
Fund Reconciliation								
76I WARRANT/PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
95I STUDENT BODY FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
TOTALS	174,288.00	(174,288.00)	511,865.00	(511,865.00)	354,062.00	354,062.00		

Provide methodology and assumptions used to estimate ADA, enrollment, revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments).

Deviations from the standards must be explained and may affect the interim certification.

CRITERIA AND STANDARDS

1. CRITERION: Average Daily Attendance

STANDARD: Funded average daily attendance (ADA) for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since first interim projections.

District's ADA Standard Percentage Range: **-2.0% to +2.0%**

1A. Calculating the District's ADA Variances

DATA ENTRY: First Interim data that exist will be extracted into the first column, otherwise, enter data for all fiscal years. Second Interim Projected Year Totals data that exist for the current year will be extracted; otherwise, enter data for all fiscal years. Enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for all fiscal years.

Estimated Funded ADA

Fiscal Year	First Interim Projected Year Totals (Form 01CSI, Item 1A)	Second Interim Projected Year Totals (Form AI, Lines A4 and C4)	Percent Change	Status
Current Year (2021-22)				
District Regular	13,463.11	13,460.62		
Charter School	0.00	0.00		
Total ADA	**13,463.11**	**13,460.62**	**0.0%**	**Met**
1st Subsequent Year (2022-23)				
District Regular	13,463.11	13,460.62		
Charter School				
Total ADA	**13,463.11**	**13,460.62**	**0.0%**	**Met**
2nd Subsequent Year (2023-24)				
District Regular	13,463.11	13,460.62		
Charter School				
Total ADA	**13,463.11**	**13,460.62**	**0.0%**	**Met**

1B. Comparison of District ADA to the Standard

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

1a. STANDARD MET - Funded ADA has not changed since first interim projections by more than two percent in any of the current year or two subsequent fiscal years.

Explanation:
(required if NOT met)

2. CRITERION: Enrollment

STANDARD: Projected enrollment for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since first interim projections.

District's Enrollment Standard Percentage Range: **-2.0% to +2.0%**

2A. Calculating the District's Enrollment Variances

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column for all fiscal years. Enter data in the second column for all fiscal years. Enter district regular enrollment and charter school enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

	Enrollment			
	First Interim	Second Interim		
Fiscal Year	(Form 01CSI, Item 2A)	CBEDS/Projected	Percent Change	Status
Current Year (2021-22)				
District Regular	14,021	14,021		
Charter School				
Total Enrollment	**14,021**	**14,021**	**0.0%**	**Met**
1st Subsequent Year (2022-23)				
District Regular	14,021	14,021		
Charter School				
Total Enrollment	**14,021**	**14,021**	**0.0%**	**Met**
2nd Subsequent Year (2023-24)				
District Regular	14,021	14,021		
Charter School				
Total Enrollment	**14,021**	**14,021**	**0.0%**	**Met**

2B. Comparison of District Enrollment to the Standard

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

1a. STANDARD MET - Enrollment projections have not changed since first interim projections by more than two percent for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

3. CRITERION: ADA to Enrollment

STANDARD: Projected second period (P-2) average daily attendance (ADA) to enrollment ratio for any of the current fiscal year or two subsequent fiscal years has not increased from the historical average ratio from the three prior fiscal years by more than one half of one percent (0.5%).

3A. Calculating the District's ADA to Enrollment Standard

DATA ENTRY: Unaudited Actuals data that exist will be extracted into the P-2 ADA column for the First Prior Year; otherwise, enter First Prior Year data. P-2 ADA for the second and third prior years are preloaded. First Interim data that exist will be extracted into the Enrollment column; otherwise, enter Enrollment data for all fiscal years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	P-2 ADA Unaudited Actuals (Form A, Lines A4 and C4)	Enrollment CBEDS Actual (Form 01CSI, Item 3A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2018-19)			
District Regular	14,607	15,203	
Charter School			
Total ADA/Enrollment	**14,607**	**15,203**	**96.1%**
Second Prior Year (2019-20)			
District Regular	14,709	15,182	
Charter School			
Total ADA/Enrollment	**14,709**	**15,182**	**96.9%**
First Prior Year (2020-21)			
District Regular	14,720	15,157	
Charter School	0		
Total ADA/Enrollment	**14,720**	**15,157**	**97.1%**
		Historical Average Ratio:	96.7%
		District's ADA to Enrollment Standard (historical average ratio plus 0.5%):	**97.2%**

3B. Calculating the District's Projected Ratio of ADA to Enrollment

DATA ENTRY: Estimated P-2 ADA will be extracted into the first column for the Current Year; enter data in the first column for the subsequent fiscal years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years. All other data are extracted.

Fiscal Year	Estimated P-2 ADA (Form AI, Lines A4 and C4)	Enrollment CBEDS/Projected (Criterion 2, Item 2A)	Ratio of ADA to Enrollment	Status
Current Year (2021-22)				
District Regular	13,461	14,021		
Charter School	0			
Total ADA/Enrollment	**13,461**	**14,021**	**96.0%**	**Met**
1st Subsequent Year (2022-23)				
District Regular	13,461	14,021		
Charter School				
Total ADA/Enrollment	**13,461**	**14,021**	**96.0%**	**Met**
2nd Subsequent Year (2023-24)				
District Regular	13,461	14,021		
Charter School				
Total ADA/Enrollment	**13,461**	**14,021**	**96.0%**	**Met**

3C. Comparison of District ADA to Enrollment Ratio to the Standard

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

1a. STANDARD MET - Projected P-2 ADA to enrollment ratio has not exceeded the standard for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

4. CRITERION: LCFF Revenue

STANDARD: Projected LCFF revenue for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since first interim projections.

District's LCFF Revenue Standard Percentage Range: **-2.0% to +2.0%**

4A. Calculating the District's Projected Change in LCFF Revenue

DATA ENTRY: First Interim data that exist will be extracted; otherwise, enter data into the first column. In the Second Interim column, Current Year data are extracted; enter data for the two subsequent years.

Fiscal Year	LCFF Revenue (Fund 01, Objects 8011, 8012, 8020-8089) First Interim (Form 01CSI, Item 4A)	Second Interim Projected Year Totals	Percent Change	Status
Current Year (2021-22)	145,662,245.00	145,662,245.00	0.0%	Met
1st Subsequent Year (2022-23)	136,649,469.00	147,150,894.00	7.7%	Not Met
2nd Subsequent Year (2023-24)	139,968,985.00	149,248,159.00	6.6%	Not Met

4B. Comparison of District LCFF Revenue to the Standard

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

1a. STANDARD NOT MET - Projected LCFF revenue has changed since first interim projections by more than two percent in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard and a description of the methods and assumptions used in projecting LCFF revenue.

Explanation:
(required if NOT met)

The COLA increased for both FY22-23 and FY23-24, from 2.48% to 5.33% and 3.11% to 3.61 respectively.

5. CRITERION: Salaries and Benefits

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

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

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

Fiscal Year	Unaudited Actuals - Unrestricted (Resources 0000-1999) Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
Third Prior Year (2018-19)	107,598,682.42	119,444,921.80	90.1%
Second Prior Year (2019-20)	105,362,668.13	115,830,297.18	91.0%
First Prior Year (2020-21)	96,605,602.19	103,657,488.14	93.2%
		Historical Average Ratio:	91.4%

	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
District's Reserve Standard Percentage (Criterion 10B, Line 4)	3.0%	3.0%	3.0%
District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	**88.4% to 94.4%**	**88.4% to 94.4%**	**88.4% to 94.4%**

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

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

Fiscal Year	Projected Year Totals - Unrestricted (Resources 0000-1999) Salaries and Benefits (Form 01I, Objects 1000-3999) (Form MYPI, Lines B1-B3)	Total Expenditures (Form 01I, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10)	Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
Current Year (2021-22)	99,741,595.00	114,311,935.00	87.3%	Not Met
1st Subsequent Year (2022-23)	105,638,613.71	117,635,056.65	89.8%	Met
2nd Subsequent Year (2023-24)	108,644,556.94	116,168,854.74	93.5%	Met

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

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

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

Explanation:
(required if NOT met)

Salaries went down due to large number of vacancies at the district. Total expenses went up due to additional COVID testing of $1.2M.

6. CRITERION: Other Revenues and Expenditures

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

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

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

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

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

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

Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)

Object Range / Fiscal Year	First Interim Projected Year Totals (Form 01CSI, Item 6A)	Second Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change Is Outside Explanation Range
Current Year (2021-22)	23,966,725.00	26,676,638.00	11.3%	Yes
1st Subsequent Year (2022-23)	5,854,539.00	5,862,240.00	0.1%	No
2nd Subsequent Year (2023-24)	5,854,539.00	5,862,240.00	0.1%	No

Explanation: (required if Yes)
For FY21-22 the district is receiving one time funding from FEMA in the amount of $2.452M and continued budgeting of one time COVID dollars.

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

Current Year (2021-22)	30,823,424.00	31,346,782.00	1.7%	No
1st Subsequent Year (2022-23)	16,267,167.95	16,751,621.38	3.0%	No
2nd Subsequent Year (2023-24)	16,583,353.55	17,080,351.93	3.0%	No

Explanation: (required if Yes)

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

Current Year (2021-22)	5,892,211.00	8,128,876.00	38.0%	Yes
1st Subsequent Year (2022-23)	2,210,854.00	2,210,854.00	0.0%	No
2nd Subsequent Year (2023-24)	2,210,854.00	2,210,854.00	0.0%	No

Explanation: (required if Yes)
Local revenues are comprised of gifts, donations and local grants. The district uses a zero based budgeting model for these revenues. Therefore, budgeted revenues increase as these dollars are received throughout the year. Addtionally, the distrct applied and received ECF one time funding of $1.8M.

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

Current Year (2021-22)	21,749,355.00	22,273,671.00	2.4%	No
1st Subsequent Year (2022-23)	9,559,780.37	7,779,833.60	-18.6%	Yes
2nd Subsequent Year (2023-24)	5,652,315.75	4,709,824.23	-16.7%	Yes

Explanation: (required if Yes)
Reduced expenditures due to one time COVID and other one time funding assumed to be spent and to align with prior year trends.

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

Current Year (2021-22)	28,606,356.00	32,710,609.00	14.3%	Yes
1st Subsequent Year (2022-23)	20,587,417.86	23,001,545.90	11.7%	Yes
2nd Subsequent Year (2023-24)	21,247,476.43	22,185,471.70	4.4%	No

Explanation: (required if Yes)
FY21-22 increased due to additional expenses for COVID testing $1.8M and ATB contribution $264K.

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

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	First Interim Projected Year Totals	Second Interim Projected Year Totals	Percent Change	Status
Total Federal, Other State, and Other Local Revenue (Section 6A)				
Current Year (2021-22)	60,682,360.00	66,152,296.00	9.0%	Not Met
1st Subsequent Year (2022-23)	24,332,560.95	24,824,715.38	2.0%	Met
2nd Subsequent Year (2023-24)	24,648,746.55	25,153,445.93	2.0%	Met
Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)				
Current Year (2021-22)	50,355,711.00	54,984,280.00	9.2%	Not Met
1st Subsequent Year (2022-23)	30,147,198.23	30,781,379.50	2.1%	Met
2nd Subsequent Year (2023-24)	26,899,792.18	26,895,295.93	0.0%	Met

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

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

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

Explanation: Federal Revenue (linked from 6A if NOT met)
For FY21-22 the district is receiving one time funding from FEMA in the amount of $2.452M and continued budgeting of one time COVID dollars.

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

Explanation: Other Local Revenue (linked from 6A if NOT met)
Local revenues are comprised of gifts, donations and local grants. The district uses a zero based budgeting model for these revenues. Therefore, budgeted revenues increase as these dollars are received throughout the year. Addtionally, the distrct applied and received ECF one time funding of $1.8M.

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

Explanation: Books and Supplies (linked from 6A if NOT met)
Reduced expenditures due to one time COVID and other one time funding assumed to be spent and to align with prior year trends.

Explanation: Services and Other Exps (linked from 6A if NOT met)
FY21-22 increased due to additional expenses for COVID testing $1.8M and ATB contribution $264K.

7. CRITERION: Facilities Maintenance

STANDARD: Identify changes that have occurred since first interim projections in the projected contributions for facilities maintenance funding as required pursuant to Education Code Section 17070.75, or in how the district is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

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

NOTE: EC Section 17070.75 requires the district to deposit into the account a minimum amount equal to or greater than three percent of the total general fund expenditures and other financing uses for that fiscal year. Per SB 98 and SB 820 of 2020, resources 3210, 3215, 3220, 5316, 7027, 7420, and 7690 are excluded from the total general fund expenditures calculation.

DATA ENTRY: Enter the Required Minimum Contribution if First Interim data does not exist. First Interim data that exist will be extracted; otherwise, enter First Interim data into lines 1, if applicable, and 2. All other data are extracted.

		Required Minimum Contribution	Second Interim Contribution Projected Year Totals (Fund 01, Resource 8150, Objects 8900-8999)	Status
1.	OMMA/RMA Contribution	5,894,334.00	5,894,334.00	Met
2.	First Interim Contribution (information only) (Form 01CSI, First Interim, Criterion 7, Line 1)		5,894,334.00	

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

	Not applicable (district does not participate in the Leroy F. Greene School Facilities Act of 1998)
	Exempt (due to district's small size [EC Section 17070.75 (b)(2)(E)])
	Other (explanation must be provided)

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

8. CRITERION: Deficit Spending

STANDARD: Unrestricted deficit spending (total unrestricted expenditures and other financing uses is greater than total unrestricted revenues and other financing sources) as a percentage of total unrestricted expenditures and other financing uses, has not exceeded one-third of the district's available reserves[1] as a percentage of total expenditures and other financing uses[2] in any of the current fiscal year or two subsequent fiscal years.

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

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

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

DATA ENTRY: All data are extracted or calculated.

	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
District's Available Reserve Percentages (Criterion 10C, Line 9)	6.1%	6.0%	3.0%
District's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):	**2.0%**	**2.0%**	**1.0%**

8B. Calculating the District's Deficit Spending Percentages

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

Fiscal Year	Projected Year Totals: Net Change in Unrestricted Fund Balance (Form 01I, Section E) (Form MYPI, Line C)	Projected Year Totals: Total Unrestricted Expenditures and Other Financing Uses (Form 01I, Objects 1000-7999) (Form MYPI, Line B11)	Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	Status
Current Year (2021-22)	8,993,801.00	114,665,997.00	N/A	Met
1st Subsequent Year (2022-23)	3,766,175.08	117,785,056.65	N/A	Met
2nd Subsequent Year (2023-24)	6,216,169.00	116,318,854.74	N/A	Met

8C. Comparison of District Deficit Spending to the Standard

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

1a. STANDARD MET - Unrestricted deficit spending, if any, has not exceeded the standard percentage level in any of the current year or two subsequent fiscal years.

Explanation:
(required if NOT met)

9. CRITERION: Fund and Cash Balances

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

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

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

Fiscal Year	Ending Fund Balance General Fund Projected Year Totals (Form 01I, Line F2) (Form MYPI, Line D2)	Status
Current Year (2021-22)	35,319,995.09	Met
1st Subsequent Year (2022-23)	31,181,692.63	Met
2nd Subsequent Year (2023-24)	37,397,861.63	Met

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

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

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

Explanation:
(required if NOT met)

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

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

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

Fiscal Year	Ending Cash Balance General Fund (Form CASH, Line F, June Column)	Status
Current Year (2021-22)	17,632,666.45	Met

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

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

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

Explanation:
(required if NOT met)

10. CRITERION: Reserves

STANDARD: Available reserves[1] for any of the current fiscal year or two subsequent fiscal years are not less than the following percentages or amounts[2] as applied to total expenditures and other financing uses[3]:

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, 1st and 2nd Subsequent Year data will be extracted. If not, enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the two subsequent years.

Percentage Level	District ADA		
5% or $71,000 (greater of)	0	to	300
4% or $71,000 (greater of)	301	to	1,000
3%	1,001	to	30,000
2%	30,001	to	400,000
1%	400,001	and	over

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

[2] Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment, as referenced in Education Code Section 42238.02, rounded to the nearest thousand.

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

	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
District Estimated P-2 ADA (Current Year, Form AI, Lines A4 and C4. Subsequent Years, Form MYPI, Line F2, if available.)	13,461	14,163	13,955
District's Reserve Standard Percentage Level:	**3%**	**3%**	**3%**

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

DATA ENTRY: For SELPA AUs, if Form MYPI exists, all data will be extracted including the Yes/No button selection. If not, click the appropriate Yes or No button for item 1 and, if Yes, enter data for item 2a and for the two subsequent years in item 2b; Current Year data are extracted.

For districts that serve as the AU of a SELPA (Form MYPI, Lines F1a, F1b1, and F1b2):

1. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members? YES
2. If you are the SELPA AU and are excluding special education pass-through funds:
   a. Enter the name(s) of the SELPA(s):

	Current Year Projected Year Totals (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
b. Special Education Pass-through Funds (Fund 10, resources 3300-3499, 6500-6540 and 6546, objects 7211-7213 and 7221-7223)	0.00		

10B. Calculating the District's Reserve Standard

DATA ENTRY: If Form MYPI exists, all data will be extracted or calculated. If not, enter data for line 1 for the two subsequent years; Current Year data are extracted.

	Current Year Projected Year Totals (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
1. Expenditures and Other Financing Uses (Form 01I, objects 1000-7999) (Form MYPI, Line B11)	204,815,622.00	176,113,911.84	168,185,435.93
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)			
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	204,815,622.00	176,113,911.84	168,185,435.93
4. Reserve Standard Percentage Level	3%	3%	3%
5. Reserve Standard - by Percent (Line B3 times Line B4)	6,144,468.66	5,283,417.36	5,045,563.08
6. Reserve Standard - by Amount ($71,000 for districts with less than 1,001 ADA, else 0)	0.00	0.00	0.00
7. **District's Reserve Standard (Greater of Line B5 or Line B6)**	**6,144,468.66**	**5,283,417.36**	**5,045,563.08**

10C. Calculating the District's Available Reserve Amount

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

Reserve Amounts (Unrestricted resources 0000-1999 except Line 4)	Current Year Projected Year Totals (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYPI, Line E1a)	0.00	0.00	0.00
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYPI, Line E1b)	12,471,336.55	10,557,833.63	5,087,188.56
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	0.00	0.00	0.00
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1d)	0.00	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a)	0.00	1.00	0.00
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b)	0.00	0.00	0.00
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c)	0.00	0.00	0.00
8. District's Available Reserve Amount (Lines C1 thru C7)	12,471,336.55	10,557,834.63	5,087,188.56
9. District's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	6.09%	5.99%	3.02%
District's Reserve Standard (Section 10B, Line 7):	**6,144,468.66**	**5,283,417.36**	**5,045,563.08**
Status:	Met	Met	Met

10D. Comparison of District Reserve Amount to the Standard

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

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

Explanation:
(required if NOT met)

SUPPLEMENTAL INFORMATION

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

S1. Contingent Liabilities

1a. Does your district have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that have occurred since first interim projections that may impact the budget? No

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

S2. Use of One-time Revenues for Ongoing Expenditures

1a. Does your district have ongoing general fund expenditures funded with one-time revenues that have changed since first interim projections by more than five percent? No

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

S3. Temporary Interfund Borrowings

1a. Does your district have projected temporary borrowings between funds? (Refer to Education Code Section 42603) No

1b. If Yes, identify the interfund borrowings:

S4. Contingent Revenues

1a. Does your district have projected revenues for the current fiscal year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)? No

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

S5. Contributions

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

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

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

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

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

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

Description / Fiscal Year	First Interim (Form 01CSI, Item S5A)	Second Interim Projected Year Totals	Percent Change	Amount of Change	Status
1a. **Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)**					
Current Year (2021-22)	(27,252,626.00)	(27,030,511.00)	-0.8%	(222,115.00)	Met
1st Subsequent Year (2022-23)	(29,479,672.00)	(28,917,008.00)	-1.9%	(562,664.00)	Met
2nd Subsequent Year (2023-24)	(31,082,760.00)	(30,018,514.00)	-3.4%	(1,064,246.00)	Met
1b. **Transfers In, General Fund ***					
Current Year (2021-22)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2022-23)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2023-24)	0.00	0.00	0.0%	0.00	Met
1c. **Transfers Out, General Fund ***					
Current Year (2021-22)	30,476.00	354,062.00	1061.8%	323,586.00	Not Met
1st Subsequent Year (2022-23)	30,476.00	150,000.00	392.2%	119,524.00	Not Met
2nd Subsequent Year (2023-24)	30,476.00	150,000.00	392.2%	119,524.00	Not Met

1d. **Capital Project Cost Overruns**

Have capital project cost overruns occurred since first interim projections that may impact the general fund operational budget? No

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

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

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

1a. MET - Projected contributions have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

Explanation: (required if NOT met)

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

Explanation: (required if NOT met)

1c. NOT MET - The projected transfers out of the general fund have changed since first interim projections by more than the standard for any of the current year or subsequent two fiscal years. Identify the amounts transferred, by fund, and whether transfers are ongoing or one-time in nature. If ongoing, explain the district's plan, with timeframes, for reducing or eliminating the transfers.

Explanation:
(required if NOT met)

Due to a FY20-21 audit adjustment for Fund 12.0, there was an additional contribution to Fund 12.0 from the GF for $323K. Additional funding from LCAP goals are transfered to Fund 12 to support supplemental programs

1d. NO - There have been no capital project cost overruns occurring since first interim projections that may impact the general fund operational budget.

Project Information:
(required if YES)

S6. Long-term Commitments

Identify all existing and new multiyear commitments[1] and their annual required payment for the current fiscal year and two subsequent fiscal years.

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

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

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

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

1. a. Does your district have long-term (multiyear) commitments? (If No, skip items 1b and 2 and sections S6B and S6C) — Yes

   b. If Yes to Item 1a, have new long-term (multiyear) commitments been incurred since first interim projections? — No

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

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For: Funding Sources (Revenues)	Debt Service (Expenditures)	Principal Balance as of July 1, 2021
Leases	12 & 18	01.0-00000.0-00000-00000-8699	01.0-00000.0-00000-00000-7439	14,742,009
Certificates of Participation				
General Obligation Bonds	19	51.0-00000.0-00000-00000-86XX	51.0-00000.0-00000-00000-7433	
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				
Other Long-term Commitments (do not include OPEB):				
Enterprise Leasing	1 to 4			327,158
Aztec Leasing	4			1,182,800
TOTAL:				16,251,967

Type of Commitment (continued)	Prior Year (2020-21) Annual Payment (P & I)	Current Year (2021-22) Annual Payment (P & I)	1st Subsequent Year (2022-23) Annual Payment (P & I)	2nd Subsequent Year (2023-24) Annual Payment (P & I)
Leases	562,283	639,136	710,249	785,809
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				
Other Long-term Commitments (continued):				
Enterprise Leasing	208,474	140,759	109,476	64,691
Aztec Leasing	354,840	354,840	354,840	354,840
Total Annual Payments:	1,125,597	1,134,735	1,174,565	1,205,340
Has total annual payment increased over prior year (2020-21)?		**Yes**	**Yes**	**Yes**

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

DATA ENTRY: Enter an explanation if Yes.

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

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

With GF revenues.

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

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

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

No

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

Explanation:
(Required if Yes)

S7. Unfunded Liabilities

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

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

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

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

   b. If Yes to Item 1a, have there been changes since first interim in OPEB liabilities? n/a

   c. If Yes to Item 1a, have there been changes since first interim in OPEB contributions? n/a

2. OPEB Liabilities

	First Interim (Form 01CSI, Item S7A)	Second Interim
a. Total OPEB liability	74,872,739.00	74,872,739.00
b. OPEB plan(s) fiduciary net position (if applicable)	5,294,329.00	5,294,329.00
c. Total/Net OPEB liability (Line 2a minus Line 2b)	69,578,410.00	69,578,410.00
d. Is total OPEB liability based on the district's estimate or an actuarial valuation?	Actuarial	Actuarial
e. If based on an actuarial valuation, indicate the measurement date of the OPEB valuation.	Jul 01, 2020	Jul 01, 2020

3. OPEB Contributions

	First Interim (Form 01CSI, Item S7A)	Second Interim
a. OPEB actuarially determined contribution (ADC) if available, per actuarial valuation or Alternative Measurement Method		
Current Year (2021-22)	0.00	0.00
1st Subsequent Year (2022-23)	0.00	0.00
2nd Subsequent Year (2023-24)	0.00	0.00
b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (Funds 01-70, objects 3701-3752)		
Current Year (2021-22)	1,348,360.00	621,199.00
1st Subsequent Year (2022-23)	1,614,254.00	0.00
2nd Subsequent Year (2023-24)	1,646,539.00	0.00
c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)		
Current Year (2021-22)	1,348,360.00	1,574,925.00
1st Subsequent Year (2022-23)	1,614,254.00	1,606,424.00
2nd Subsequent Year (2023-24)	1,646,539.00	1,638,552.00
d. Number of retirees receiving OPEB benefits		
Current Year (2021-22)	137	162
1st Subsequent Year (2022-23)	137	162
2nd Subsequent Year (2023-24)	137	162

4. Comments:

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

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

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

   Yes

   b. If Yes to item 1a, have there been changes since first interim in self-insurance liabilities?

   No

   c. If Yes to item 1a, have there been changes since first interim in self-insurance contributions?

   No

2. Self-Insurance Liabilities

	First Interim (Form 01CSI, Item S7B)	Second Interim
a. Accrued liability for self-insurance programs	0.00	0.00
b. Unfunded liability for self-insurance programs	0.00	0.00

3. Self-Insurance Contributions

	First Interim (Form 01CSI, Item S7B)	Second Interim
a. Required contribution (funding) for self-insurance programs		
Current Year (2021-22)	3,994,788.00	3,994,788.00
1st Subsequent Year (2022-23)	3,994,788.00	4,620,572.00
2nd Subsequent Year (2023-24)	3,994,788.00	4,620,572.00
b. Amount contributed (funded) for self-insurance programs		
Current Year (2021-22)	3,994,788.00	3,994,788.00
1st Subsequent Year (2022-23)	3,994,788.00	4,620,572.00
2nd Subsequent Year (2023-24)	3,994,788.00	4,620,572.00

4. Comments:

Workman's comp is projected to increase by 30% for FY22-23 and FY23-24

S8. Status of Labor Agreements

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

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

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

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

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

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

Status of Certificated Labor Agreements as of the Previous Reporting Period
Were all certificated labor negotiations settled as of first interim projections? No

If Yes, complete number of FTEs, then skip to section S8B.
If No, continue with section S8A.

Certificated (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2020-21)	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
Number of certificated (non-management) full-time-equivalent (FTE) positions	736.7	764.9	744.9	734.9

1a. Have any salary and benefit negotiations been settled since first interim projections? No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.
If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.
If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled? Yes
If Yes, complete questions 6 and 7.

Negotiations Settled Since First Interim Projections

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

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?
If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement? n/a
If Yes, date of budget revision board adoption:

4. Period covered by the agreement: Begin Date: End Date:

5. Salary settlement:

	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?	No	No	No
One Year Agreement			
Total cost of salary settlement			
% change in salary schedule from prior year			
or			
Multiyear Agreement			
Total cost of salary settlement			
% change in salary schedule from prior year (may enter text, such as "Reopener")			

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

Negotiations Not Settled

6.	Cost of a one percent increase in salary and statutory benefits	766,664

		Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
7.	Amount included for any tentative salary schedule increases	3,833,320	7,666,640	11,499,959

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

		Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
1.	Are costs of H&W benefit changes included in the interim and MYPs?	Yes	Yes	Yes
2.	Total cost of H&W benefits	8,300,090	8,466,092	8,635,414
3.	Percent of H&W cost paid by employer	100% up to $12,000 cap	100% up to $12,000 cap	100% up to $12,000 cap
4.	Percent projected change in H&W cost over prior year	2.0%	2.0%	2.0%

Certificated (Non-management) Prior Year Settlements Negotiated Since First Interim Projections

Are any new costs negotiated since first interim projections for prior year settlements included in the interim?		No		
	If Yes, amount of new costs included in the interim and MYPs			
	If Yes, explain the nature of the new costs:			

Certificated (Non-management) Step and Column Adjustments

		Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
1.	Are step & column adjustments included in the interim and MYPs?	Yes	Yes	Yes
2.	Cost of step & column adjustments	860,993	860,993	860,993
3.	Percent change in step & column over prior year	-0.2%	0.0%	0.0%

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

		Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
1.	Are savings from attrition included in the interim and MYPs?	No	Yes	Yes
2.	Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?	No	Yes	Yes

Certificated (Non-management) - Other

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

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

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

Status of Classified Labor Agreements as of the Previous Reporting Period

Were all classified labor negotiations settled as of first interim projections? No
If Yes, complete number of FTEs, then skip to section S8C.
If No, continue with section S8B.

Classified (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2020-21)	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
Number of classified (non-management) FTE positions	593.5	623.8	589.4	587.4

1a. Have any salary and benefit negotiations been settled since first interim projections? No
If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.
If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.
If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled? Yes
If Yes, complete questions 6 and 7.

Negotiations Settled Since First Interim Projections

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

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?
If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement? n/a
If Yes, date of budget revision board adoption:

4. Period covered by the agreement: Begin Date: End Date:

5. Salary settlement:

	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?			
One Year Agreement			
Total cost of salary settlement			
% change in salary schedule from prior year			
or			
Multiyear Agreement			
Total cost of salary settlement			
% change in salary schedule from prior year (may enter text, such as "Reopener")			

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

Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits 327,762

	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
7. Amount included for any tentative salary schedule increases	1,638,811	3,277,622	4,916,433

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

		Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
1.	Are costs of H&W benefit changes included in the interim and MYPs?	Yes	Yes	Yes
2.	Total cost of H&W benefits	4,565,141	4,656,444	4,749,572
3.	Percent of H&W cost paid by employer	100% up to $12,000 cap	100% up to $12,000 cap	100% up to $12,000 cap
4.	Percent projected change in H&W cost over prior year	2.0%	2.0%	2.0%

Classified (Non-management) Prior Year Settlements Negotiated Since First Interim

Are any new costs negotiated since first interim for prior year settlements included in the interim?		No		
	If Yes, amount of new costs included in the interim and MYPs			
	If Yes, explain the nature of the new costs:			

Classified (Non-management) Step and Column Adjustments

		Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
1.	Are step & column adjustments included in the interim and MYPs?	Yes	Yes	Yes
2.	Cost of step & column adjustments	386,680	386,680	386,680
3.	Percent change in step & column over prior year	-7.5%	0.0%	0.0%

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

		Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
1.	Are savings from attrition included in the interim and MYPs?	No	Yes	Yes
2.	Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?	No	Yes	Yes

Classified (Non-management) - Other
List other significant contract changes that have occurred since first interim and the cost impact of each (i.e., hours of employment, leave of absence, bonuses, etc.):

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

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

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

Were all managerial/confidential labor negotiations settled as of first interim projections? n/a

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

If No, continue with section S8C.

Management/Supervisor/Confidential Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2020-21)	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
Number of management, supervisor, and confidential FTE positions	98.8	96.7	92.7	92.7

1a. Have any salary and benefit negotiations been settled since first interim projections? n/a

If Yes, complete question 2.

If No, complete questions 3 and 4.

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

If Yes, complete questions 3 and 4.

Negotiations Settled Since First Interim Projections

2. Salary settlement:	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?			
Total cost of salary settlement			
Change in salary schedule from prior year (may enter text, such as "Reopener")			

Negotiations Not Settled

3. Cost of a one percent increase in salary and statutory benefits	147,304

4. Amount included for any tentative salary schedule increases	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
	736,518	1,473,036	2,209,554

Management/Supervisor/Confidential Health and Welfare (H&W) Benefits	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
1. Are costs of H&W benefit changes included in the interim and MYPs?	Yes	Yes	Yes
2. Total cost of H&W benefits	897,940	915,899	934,217
3. Percent of H&W cost paid by employer	100% up to $12,000 cap	100% up to $12,000 cap	100% up to $12,000 cap
4. Percent projected change in H&W cost over prior year	2.0%	2.0%	2.0%

Management/Supervisor/Confidential Step and Column Adjustments	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
1. Are step & column adjustments included in the interim and MYPs?	Yes	Yes	Yes
2. Cost of step & column adjustments	86,077	86,077	86,077
3. Percent change in step and column over prior year	-31.7%	0.0%	0.0%

Management/Supervisor/Confidential Other Benefits (mileage, bonuses, etc.)	Current Year (2021-22)	1st Subsequent Year (2022-23)	2nd Subsequent Year (2023-24)
1. Are costs of other benefits included in the interim and MYPs?	No	No	No
2. Total cost of other benefits			
3. Percent change in cost of other benefits over prior year			

S9. Status of Other Funds

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

S9A. Identification of Other Funds with Negative Ending Fund Balances

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

1. Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year? No

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

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

ADDITIONAL FISCAL INDICATORS

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

DATA ENTRY: Click the appropriate Yes or No button for items A2 through A9; Item A1 is automatically completed based on data from Criterion 9.

A1.	Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund? (Data from Criterion 9B-1, Cash Balance, are used to determine Yes or No)	No
A2.	Is the system of personnel position control independent from the payroll system?	Yes
A3.	Is enrollment decreasing in both the prior and current fiscal years?	Yes
A4.	Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior or current fiscal year?	No
A5.	Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	No
A6.	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	No
A7.	Is the district's financial system independent of the county office system?	No
A8.	Does the district have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education.)	No
A9.	Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?	No

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

Comments:
(optional)

End of School District Second Interim Criteria and Standards Review



2021-22
Second Interim Budget Report

Dr. Matt Hill, Superintendent
Debbie Kukta, CPA, CGMA, Assistant Superintendent, Administrative Services
Alyssa Low, Director, Fiscal Services
Carin Wantland, Assistant Supervisor of Budget and Finance

1

Agenda

01 Budget Process
02 Budget Assumptions - Revenues
03 Budget Assumptions - Expenditures
04 Contributions
05 Multiyear Projections
06 Challenges



2

Budget Cycle

Budgeting for school districts is a continuous, year-round process



First Interim

On or before December 15

Actual revenues and expense July 1 to October 31 with projections for remainder of current and two future fiscal years

Unaudited Actuals

On or before September 15

Details actual ending balances, all revenues and expenditures for the fiscal year ended June 30

Adopted Budget

On or before July 1

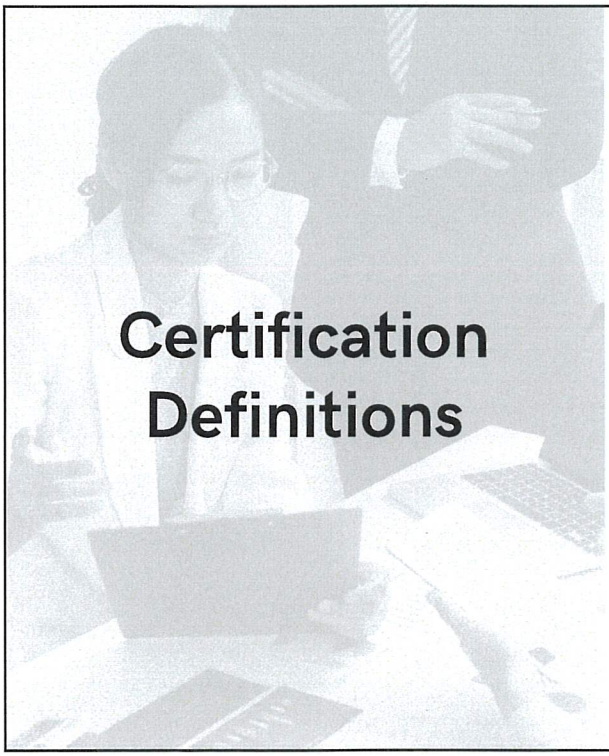
Details spending plan of district and includes estimated actual ending balances for prior fiscal year

Second Interim

On or before March 15

Actual revenues and expense July 1 to January 31 with projections for remainder of current and two future fiscal years

3



Certification Definitions

Positive

The District, based on current projections, will be able to meet its financial obligations for a the current and subsequent two fiscal years

Qualified

The District, based on current projections, may not be able to meet its financial obligations for the current and subsequent two fiscal years

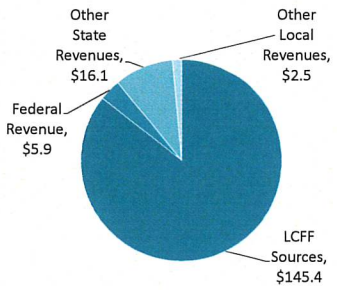
Negative

The District, based on current projections, will be unable to meet its financial obligations for the current and subsequent two fiscal years

Current projections are based on First Interim and Multiyear Projection (MYP)

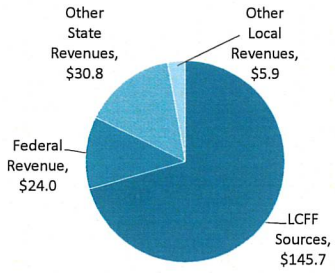
4

Revenues (in millions)



$169.9

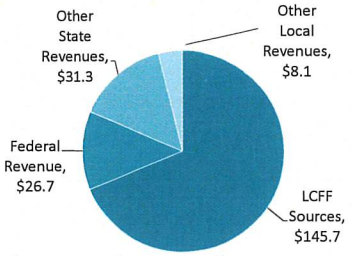
Adopted Budget 2021-22



$206.4

First Interim 2021-22

(+21% from Adopted Budget 2021-22)



$211.8

Second Interim 2021-22

(+25% from Adopted Budget 2021-22)

5

Revenue Drivers

LCFF COLA

	2021-22	2022-23	2023-24
First Interim	5.07%	2.48%	3.11%
Second Interim	5.07%	5.33%	3.61%

LCFF Base Grant

Grade Span	K-3	4-6	7-8	9-12
Per Student	$8,934	$8,214	$8,458	$10,057

Projected Computed Average ADA

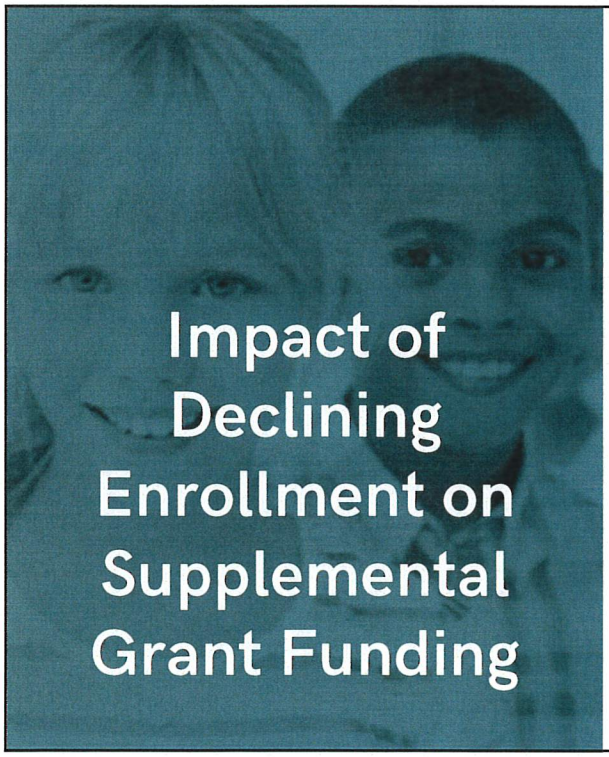
2021-22	2022-23	2023-24
14,729	14,163	13,955

6

One Time COVID Moneys

FUNDING SOURCE	AMOUNT
SB117 – COVID 19 LEA Response Fund	$ 254,618
Learning Loss Mitigation (LLM) – Coronavirus Relief Fund (CRF)	6,840,423
LLM – Prop 98 General Fund	1,181,661
AB 86 – In Person Learning (IPI)	4,994,543
AB 86 – Expanded Learning Opportunities Grant (ELO-G)	8,655,995
AB 86 – Expanded Learning Opportunities Grant– Para-Professionals	961,777
AB 86 – Expanded Learning Opportunities Grant– Homeless	76,000
AB 130 - Expanded Learning Opportunities Program (ELO-P)	1,859,471
LLM - Governor's Emergency Education Relief (GEER)	$909,442
CARES - Elementary and Secondary Emergency Relief Fund – ESSERF I	1,413,761
CRSSA - Elementary and Secondary Emergency Relief Fund – ESSERF - II	5,594,954
ARP - Elementary and Secondary Emergency Relief Fund – ESSERF - III	12,597,155
ARP – Homeless Children & Youth II	39,095
FEMA – Federal Emergency Management Agency	2,452,351
School Based COVID-19 Testing Grant	2,383,784
Emergency Connectivity Fund (ECF)	1,798,033
TOTAL COVID FUNDING	$ 52,013,063

7



Impact of Declining Enrollment on Supplemental Grant Funding

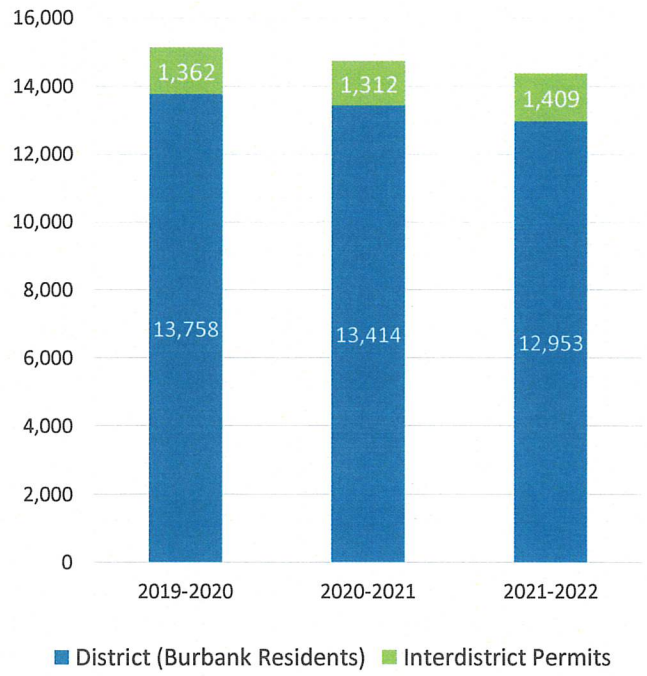
Supplemental Funding is Received for:

- Students who are English learners
- Students who receive free or reduced price meals
- Foster Youth

In order to receive Supplemental Grant funding, Districts need to have an unduplicated pupil count of 20%. In order to receive Concentration Grant funding, Districts needs to have an unduplicated pupil count of 55% or greater. Burbank USD only receives Supplemental Grant Funding. Declining enrollment also affects BUSD's supplemental grant funding. The chart below shows the decline in supplemental grant funding.

2021-22	2022-23	2023-24
Supplemental Grant - Unduplicated Pupil Count		
38.55%	37.17%	33.75%
10,342,368	10,100,762	9,362,774

8



Enrollment

Enrollment continues to decline

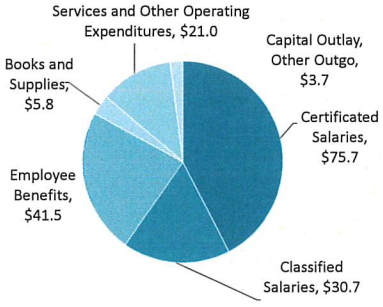
Interdistrict Permits continue to support/offset declining enrollment

The State's Hold Harmless provision expires this year. However – there might be some relief

- *Computed Average ADA*
- *SB 830 (Portantino)*

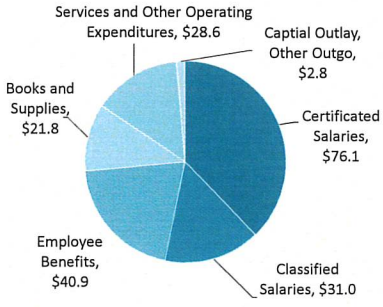
9

Expenditures (in millions)



$178.4

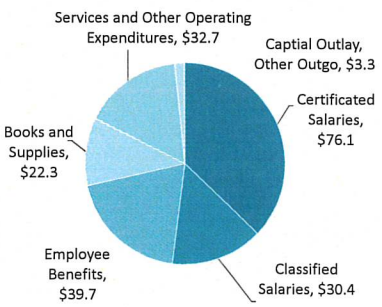
Adopted Budget 2021-22



$201.2

First Interim 2021-22

(+13% from Adopted Budget 2021-22)



$204.5

Second Interim 2021-22

(+15% from Adopted Budget 2021-22)

10

Expenditure Drivers

PERS and STRS Increases

	2021-22	2022-23	2023-24
PERS	22.91%	26.10%	27.10%
STRS	16.92%	19.10%	19.10%

Special Education

	2021-22	2022-23	2023-24
Special Ed	$21,422,781	$22,908,684	$23,819,678

Miscellaneous Assumptions

	2021-22	2022-23	2023-24
Unemployment Insurance Rate	0.50%	0.50%	0.20%
Health Insurance % Increase	2.00%	2.00%	2.00%
California CPI – First Interim	3.96%	2.65%	2.36%
California CPI – Second Interim	5.78%	3.69%	2.90%

Expenditure Differences

Certificated Salaries
- Slight changes due to substitute costs

Classified Salaries
- Support staff paid out of one-time COVID funding
- Minimum Wage increase from $14 to $15 an hour

Benefits
- Associated changes with Certificated and Classified changes

Materials and Supplies
- Expenditures to match gifts and donations revenue
- One-Time COVID funding expenditures

Services
- Contracted Services for Special Education needs
- One-Time COVID funding expenditures
- COVID testing $3,000,000
- Contribution from COVID funds to Fund 12 – Child Development Fund $264,000 due to audit adjustment
- Contracted services for COVID contact tracing and wraparound services $818,000

Capital Outlay
- Reduced to match actuals and changes in projected HVAC assessment costs



12

Contributions & Transfers In/Out

	First Interim 2021-22	Second Interim 2021-22	Projected 2022-23	Projected 2023-24
Special Education	$21,673,017	$21,422,781	$22,908,685	$23,819,678
Routine Restricted Maintenance	5,894,334	5,894,334	6,323,049	6,512,841
District Rentals Revenue	(314,725)	(286,604)	(314,725)	(314,725)
Totals	$27,252,626	$27,030,511	$28,917,008	$30,017,794

	First Interim 2021-22	Second Interim 2021-22	Projected 2022-23	Projected 2023-24
Fund 12 – Monterey High Infant Program – Self Support & ATB	$30,476	$354,062	$-0-	$-0-
Fund 12 – Child Development Fund / State Preschool- LCAP Supplemental	$-0-	$-0-	$150,000	$150,000
Totals	**$30,476**	**$354,062**	**$150,000**	**$150,000**

13

Multiyear Projection

	2021-22	2022-23	2023-24
Revenue	$ 211,814,541	$ 171,975,609	$ 174,401,605
Expenses, Other Financing Sources/Uses:			
As Projected	204,815,622	176,113,912	172,685,435
Fiscal Stability Plan - Expense Reduction	0	0	(4,500,000)
Adjusted Expenditures	204,815,622	176,113,912	168,185,435
Operating Surplus/Deficit	6,998,919	(4,138,303)	6,216,170
Beginning Fund Balance	28,321,077	35,319,996	31,181,693
Ending Fund Balance	$ 35,319,996	$ 31,181,693	$ 37,397,863
Components of Fund Balance			
Nonspendable	$ 100,060	$ 100,060	$ 100,060
Restricted/Assigned:			
Projected Computed Average ADA	-	6,740,212	11,465,467
Restricted One-time State & Federal Funding	7,904,478	0	0
CSEA Job Study	1,087,500	870,000	1,305,000
Vacation Liability	272,000	272,000	272,000
BTA 5%	3,833,320	7,666,640	11,499,959
CSEA 5%	1,638,811	3,277,622	4,916,433
BASA 5%	736,518	1,473,036	2,209,554
H&S 1% Increase	182,400	364,800	547,200
Fiscal Stability Assigned	7,275,972	0	0
Reserve for Economic Uncertainties 3%	6,144,469	5,283,417	5,045,563
Board-Approved Reserve - Additional 3%	6,144,469	5,133,906	36,626
Total Fund Balance	$ 35,319,997	$ 31,181,693	$ 37,397,863

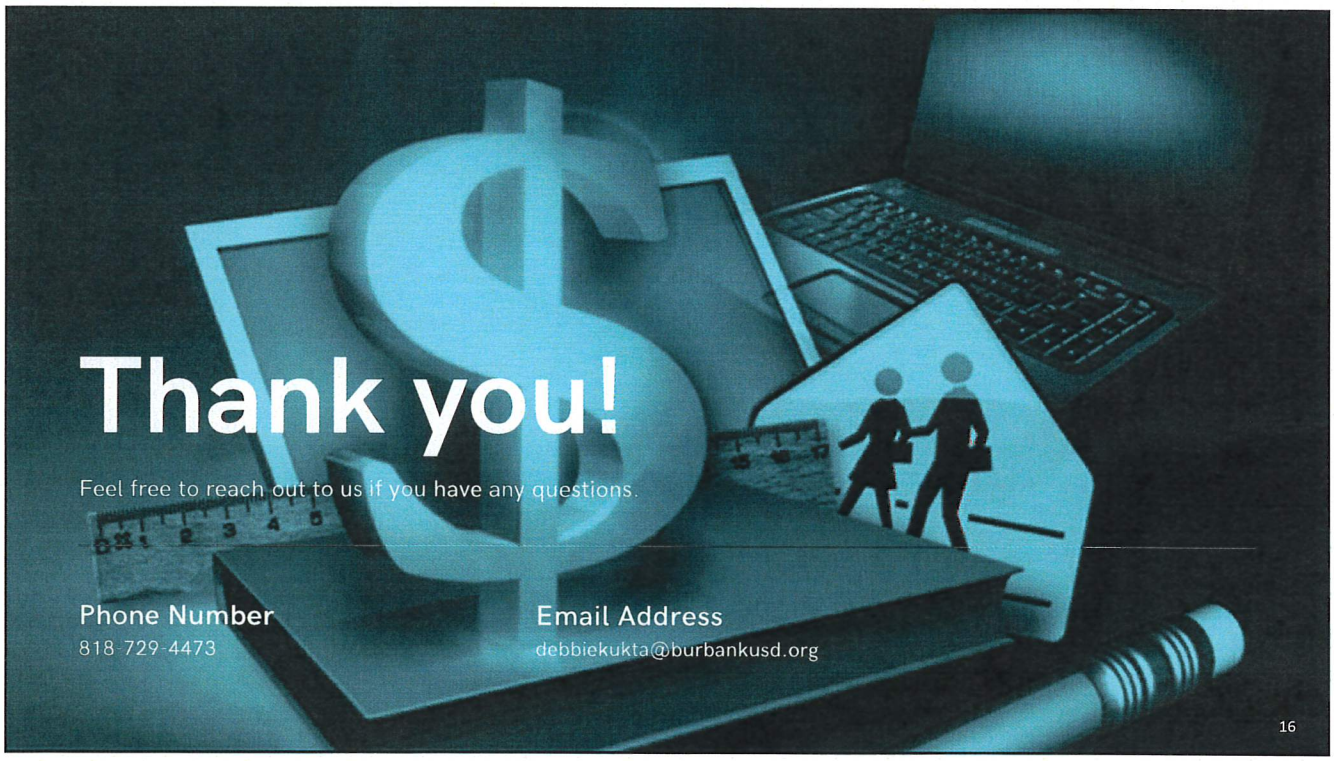
Note: Columns may not add up due to rounding

Challenges

- The District has an ongoing structural deficit; one-time COVID moneys have eased the immediacy of having to address this but has only delayed the tackling the structural deficit
- The Board must approve a Fiscal Stabilization Plan. If the computed average ADA legislation does not pass on July 1, and additional $4.5 million in cuts in the 2023-24 fiscal year will need to be made in order to meet the 3% Reserve for Economic Uncertainties requirement
  - Several million dollars of cuts have already been implemented over the last few years, with programs and staff having been affected
- With salaries and benefits adding up to 83% of the Adopted budget, the District is going to have to look at staffing, at least in part, to make the cuts necessary to address the deficit
  - The Budget Advisory Committee has recommended staffing closer to the 30.5 cap for class size
- With the State's Hold Harmless provision for enrollment ending after this year, the impact of the District's declining enrollment will affect LCFF revenues
- With free meal service being provided to all students, the District's Unduplicated Pupil Percentage, or UPP, has declined since there's no imminent need for families to complete the Free and Reduced Meal application



15



16

Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Sharon Cuseo, Assistant Superintendent, Instructional Services
PREPARED BY:	Sharon Cuseo, Assistant Superintendent, Instructional Services
SUBMITTED BY:	Terri Ramirez-Adams, Administrative Secretary II
DATE:	March 17, 2022
SUBJECT:	Approval of the A-G Completion Improvement Grant Plan

---

Background:

The purpose of the A-G Completion Improvement Grant is to provide funding to school districts in order to create and expand access to courses approved by the University of California (UC) in order to increase the number of students that are qualified as having met the requirements for admission to college. Particular emphasis is placed on unduplicated students from special populations that traditionally have had lower rates of A-G eligibility.

District Wide Goals for 2021-2022:

1. Students will be career/college ready via high-quality instruction

Discussion/Issues:

The state has established three different types of grants in order to meet the needs of students who need additional access to UC-approved courses. The first is the Access grant which is provided to all districts whose students are below the state target of 67% UC Completion rate. Burbank Unified School District has a current UC completion rate of 45.10%. The second grant type is the A-G Success grant which is for all districts that have achieved a UC completion rate of 67% or higher. And, the last type of grant is the A-G Learning Loss Mitigation Grant which is for districts who are receiving concentration funds through the Local Control Funding Formula.

Districts may use the funds on eligible activities that may include, but are not limited to, any of the following:
(A) Providing teachers, administrators, and counselors with professional development opportunities to improve the local educational agency's A-G completion rate.
(B) Developing comprehensive advising plans and pupil supports, including tutoring programs, to improve the local educational agency's A-G completion rate.
(C) Expanding access to coursework or other opportunities to satisfy A-G course requirements to all pupils, including, but not necessarily limited to, unduplicated pupils. These opportunities may include, but shall not be limited to, course development, course review, incorporating A-G course requirements into the local educational agency's graduation requirements, and new or expanded partnerships with other secondary or post-secondary educational institutions.
(D) Advanced Placement and International Baccalaureate fees for unduplicated pupils.

The District's plan is to expand credit recovery of A-G courses during the school year at each high school and also to expand offerings in summer school. This also includes expanding summer school offerings. Another significant component of the plan is to offer grade improvement for A-G courses. This has been a major stumbling block for students who are working to be UC-approved. This grant will allow the schools to offer grade improvement at their own schools.

Professional Development is in the plan with funds for counselors to attend the annual UC conference for counselors and to provide college resource materials for the school sites.

And finally, the plan sets aside funds to cover costs of AP tests for qualified students.

Fiscal Impact:

The total allocation is $721,148, $524,511 for the Access grant, and $196,637 for the Learning Loss Mitigation Grant.

Recommendation:

Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the A-G Completion Improvement Plan, effective March 18, 2022, through June 30, 2026, as presented.

A-G Completion Improvement Grant Plan

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Burbank Unified School District	Sharon Cuseo, Assistant Superintendent, Instructional Services	sharoncuseo@burbankusd.org (818)729-4455

Date of Public Meeting prior to adoption	Date of Adoption at Public Meeting
3/3/2022	3/17/2022

Plan Descriptions

A description of how the funds will be used to increase or improve services for foster youth, low-income students, and English learners to improve A-G eligibility

In prior years, Foster youth, Low-income students, and English Learners were disadvantaged because the district offered limited credit recovery and grade improvement options during the school year. This grant will allow both comprehensive high schools to offer an extensive credit recovery and grade improvement options for these students on their own campus in all core areas, including English, Math, Science, Social Science, and World language. This helps mitigate any transportation issues that impact this group of students. It makes the entire process of becoming A-G eligible more accessible to all students.

A description of the extent to which all students, including foster youth, low-income students, and English learners, will have access to A-G courses approved by the University of California.

In addition, the district will increase access to A-G courses approved by the University of California by providing a more robust summer school program that not only expands credit recovery to keep students on track for graduation but provides for grade improvement in order to allow students to stay on track for A-G eligibility.

The number of students who were identified for opportunities to retake A-G approved courses in which they received a “D”, “F”, or “Fail” grade in the 2020 spring semester or the 2020-21 school year and a description of the method used to offer the opportunity retake courses.

Students are notified of the opportunity to retake courses in multiple ways. There are school announcements, social media postings and direct contact with school counselors.

SPRING 2020

Course	No Credit	Course	No Credit	Course	No Credit
Algebra 1	101 + (14 (S))	Algebra 2	18	Algebra B	8
Spanish 1	45	Dance 1	17	Spanish Spks 1	8
Art Structure 1	43	Dance 2	14	CulinaryArtSci1	6
Geometry	41	US History	11	Art History	5
English 10	32 + (10 (H))	Chemistry	11	Digital Media	5
Wrld Hist	30	DigitalMedProd	11	Computer Programming	5
EarthSpaceSci	26	English 11	11	French 1	5

English 9	21 + (8 (H))	Geo Science B	9	ERWC	5
Biology	20	Spanish 2	8	French 2	5

FALL 2021

Course	Fails	Course	Fails	Course	Fails
Geometry	56 + (6 (S))	Algebra 2 + (8 (S))	35	Art History	12
EarthSpaceSci	56 + (20 (S))	Algebra 1 +(17(S))	35	Dance 1	11
English 9	51 + (4 (T))	US History+(5 (S))	34		
Spanish 1	49	Spanish 2	28		
Wrld Hist	48 + (8 (S))	Physics	28		
English 11	40 + (8 (S))	DigitalMedProd	21		
Biology	39 + (13 (S))	Digital Photo	17		
English 10	36 + (6 (S))	Computer Programming	16		
Art Structure 1	35	English 12	13		

FALL 2021

Course	D/D-/D+	Course	D/D-/D+	Course	D/D-/D+
Geometry	116 +(10 (S))	English 10	55	Spanish 3	20
Algebra 1	102 +(21 (S))	Chemistry	48	Economics	20
EarthSpaceSci	82 + (12 (S))	English 11	46	Digital Photo	19
Algebra 2	73 + (6 (S))	Spanish 2	45	Chemistry (H)	17
Biology	72	English 12	45	AP Calc AB	16
Wrld Hist	69	Art Structure 1	34	Culinary Arts	16
English 9	68	Pre-Calculus	30	AP Eur Hist	14
Spanish 1	66	DigitalMedProd	24	Intro College Math	14
US History	55	Dance 1	20		

A description of how the plan and described services, and associated expenditures, if applicable, supplement services in the Local Control and Accountability Plan and Learning Recovery Plan.

The A-G Completion Improvement Plan supplements Goal 1 of the Local Control and Accountability Plan:

Goal 1: Students will be career/college ready via high-quality instruction of State Standards as measured by State, federal, and District assessment tools, including the California Dashboard with success as indicated in the metrics which defines targets for each metric by the end of the 2020-2021 school year.

Goal 2: Students will be physically, emotionally, and mentally healthy and supported through Parental Involvement as measured by State, federal, and District assessment tools including the California Dashboard with success as indicated in the metrics which defines targets for each metric by the end of 2021-22 school year. (Educational Services)

Action items:

Secondary Summer School – Extended learning for English Learners- $52,000 (Elementary)

Secondary Summer School- Credit Recovery - $366,732

Secondary Online Credit Recovery – Targeted Subgroups-$220,478

A description of the extent to which all pupils within the local educational agency, particularly unduplicated pupils, will have access to A-G courses approved by the University of California

The vast majority of courses offered by the Burbank Unified School District at the high school level are UC/CSU approved. This plan addresses the two most common reasons students have for not being able to be complete all of the required A-G courses. The reasons are failing classes or receiving a D in a course, which means that a student is unable to move on to the next level. By offering a more robust credit recovery program and an extensive grade improvement program, more students will be able to access A-G courses and complete all courses necessary to be UC/CSU eligible.

Expenditure Plan

Total A-G Access funds awarded to the LEA
$524,511

Allowable Use of Funds	Planned Use of Funds (Actions)	Planned Expenditures
Professional development (PD) for teachers, administrators, and counselors to improve A-G completion rate	• Online/in Person UC Counselor Conference	$15,000 over 3 years
		$15,000
Expanding access to A-G coursework, including course development and review, and incorporating courses into local graduation requirements.	• Grade Improvement – Regular school year- all core areas (UC approved Courses), including World Language	$114,700 (over four years)
	• Grade Improvement- Summer School	$114,700 (over four years)
	• Initial Credit Summer School- Gen Ed	$114,700 (over four years)
	• College Resource Materials for school sites	$10,000
	• Initial Credit Summer School -English Learners	$60,000, (over four years)
		$421,000
Subsidize student test fees, including AP or IB test fees, for low-income students, foster youth, and English learners.	Advanced Placement Tests for qualifying students	$50,000 (both high schools over two years)
	Indirect Costs	≈ $45,411
		$95,411
	Subtotal	**$524,511**

Learning Loss Mitigation Grant

Total A-G learning Loss Mitigation funds awarded to the LEA
$196,637- (if the allocation remains)

Allowable Use of Funds	Planned Use of Funds (Actions)	Planned Expenditures
Allow pupils who receive a grade of "D," "F," or "Fail" in an A-G approved course in the spring semester of 2020 or the 2020-21 school year to retake those A-G courses.	• Expansion of Credit Recovery of UC approved courses- Summer School and during the school-year	$100,000 (over three years)
Offer credit recovery opportunities to all pupils to ensure pupils are able to graduate high school on time.	• Expansion of Credit Recovery for all courses in order to assist students in graduating on time- Summer School and during the school-year	$84,000 (over three years)
	Indirect Costs	≈ $12,637
	Subtotal	**$196,637**

Total A-G Completion Improvement Grant included in this plan		**$721,148**

Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Peter Knapik, Director, Elementary Education
PREPARED BY:	Peter Knapik, Director, Elementary Education
SUBMITTED BY:	Terri Ramirez-Adams, Administrative Secretary II
DATE:	March 17, 2022
SUBJECT:	Approval of the 2021-2022 Consolidated Application March Submission for Categorical Aid Programs

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Background:

For over two decades, the California Department of Education (CDE) has required that school districts submit a Consolidated Application in order to receive funds for federal and State categorical programs. Over the years, the application for these funds has been changed in several ways. First, the application is submitted online through the web-based Consolidated Application Reporting System (CARS). Second, the CARS system has two data collection reporting periods: Winter and Spring. Third, because of CDE changes to the application reports, submission periods for the application are sometimes delayed. For example, the Winter Data Collection was released in January and is due for submission by March 11, 2022, due to various changes in the Consolidated Application. The Winter application includes a collection of data about pupil participation, student demographics, and details regarding expenditures of prior year allocations and distributions.

In the month of June 2021, the spring data collection for the 2021-22 Application was submitted after Board approval. The District qualified for the following federal programs: Title I Part A, Helping Disadvantaged Children, Title II, Part A Teacher Quality and Professional Development, Title III Program for English Learner (EL) Students, Title III Program for Immigrant Students, and Title IV Student Support.

Federal guidelines also allow local non-profit private schools to receive federal funding, along with Burbank Unified programs.

Discussion and Issues:

The District received the following funding for 2020-2021. This breaks down to
Title 1, Part A: Helping Disadvantaged Children K-8 -- $1,676,909;
Title II, Part A: Teacher Quality K-12 -- $298,023;
Title III, Limited English Proficient K-12 -- $175,500;
Title III, Immigrant -- $0;
Title IV, Student Support -- $123,821.

Fiscal Impact:

Approval of this application by the California Department of Education will provide the continuation of funding for the listed programs for the 2021-22 school year.

Recommendation:

Peter Knapik, Director, Elementary Education, recommends that the Board of Education approve the submission of the 2021-2022 Consolidated Application for Funding Categorical Aid Programs, Winter Submission, and the authority to sign and submit the application to the California Department of Education be exercised pursuant to BUSD—AR 3314, as presented.

Attachment A

2021-2022 Consolidated Application Program Descriptions

Program	Program Description
Title I, Part A, Helping Disadvantaged Children	Title I, Part A provides supplemental funds to be used to narrow the educational gap between disadvantaged children and other children in those areas where the highest concentration of children from low-income families attend school.
Title II, Part A- Teacher Quality and Professional Development	Title II focuses on upgrading the expertise of teachers and other school staff to enable them to be "highly qualified" so that they may teach all children in the core academic subjects. Funds support sustained, high-quality professional development directed to achieve high performance related to challenging State content standards. Funds under this section may be used to carry out effective approaches to reducing class size with highly qualified teachers to improve educational achievement for both regular and special needs children with particular consideration given to reducing class size in the early elementary grades.
Title III, Part A Program for English Learner (EL) Students	Title III authorizes funding for supplementary programs and services for EL students. Required activities include the provision of instruction and instructional support services related to English language development and academic progress in the core curriculum in a manner that allows EL students to meet grade level and graduation requirements. Programs also must provide staff development opportunities to school staff assigned to EL student populations. Title III funds may also be used for a variety of instructional support, curricular development, parental involvement, and related EL student program activities.
Title III, Immigrant Education Program	Title III Immigrant Education funding supplements instructional opportunities to immigrant students and their families. Allowable activities include family literacy, parent and family outreach, and training activities designed to assist parents and families to become active participants in the education of their children; interventions for immigrant children and youth; acquisition of curricular materials, educational software, and technologies to be used in the program carried out with funds; allowable direct administration expenses for a fiscal year may not exceed two percent of such funds for the cost of administering this subpart; indirect expenses cannot exceed LEA approved indirect cost rate.
Title IV, Student Support	The purpose of Title IV is to improve students' academic achievement by increasing the capacity of states, local educational agencies (LEAs), schools, and local communities to:

	1. provide all students with access to a well-rounded education; 2. improve school conditions for student learning; and 3. improve the use of technology in order to improve the academic achievement and digital literacy of all students.

Burbank Unified School District
Office of the Superintendent

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Matt Hill, Superintendent
PREPARED BY:	Ruthie DiFonzo, Senior Administrative Assistant
SUBMITTED BY:	Ruthie DiFonzo, Senior Administrative Assistant
DATE:	March 17, 2022
SUBJECT:	Acceptance of Gifts

Matt Hill, Superintendent, recommends that the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors.

a. Walt Disney Elementary PTA wishes to donate to the District $7,250 to be used for Garri Dance and Kreisberg Music Instruction at Walt Disney Elementary School.

b. Theodore Roosevelt Elementary PTA wishes to donate to the District $8,000 to be used for materials and supplies at Theodore Roosevelt Elementary School.

c. Theodore Roosevelt Elementary PTA wishes to donate to the District $897 to be used for Interactive Draw Along Art Assembly at Theodore Roosevelt Elementary School.

d. Theodore Roosevelt Elementary PTA wishes to donate to the District $1,500 to be used for I Shine Youth Services, Dance & Drumline Assembly to Celebrate Black History Month at Theodore Roosevelt Elementary School.

e. George Washington PTA wishes to donate to the District $4,500 to be used for Garri Dance at George Washington Elementary School.

f. Charities Aid Foundation America (CAF)/CyberGrants wishes to donate to the District $2,412 to be used for materials and supplies at George Washington Elementary School.

g. Peter Lars, Inc./Cornerstone Photography wishes to donate to the District $476.09 to be used for materials and supplies at George Washington Elementary School.

h. Joaquin Miller Elementary PTA wishes to donate to the District $2,500 to be used to purchase Library Books and Supplies at Joaquin Miller Elementary School.

i. The Blackbaud Giving Fund wishes to donate to the District $384.62 to be used for materials and supplies at Dolores Huerta Middle School.

j. The Blackbaud Giving Fund wishes to donate to the District $384.62 to be used for materials and supplies at William McKinley Elementary School.

k. Bret Harte Elementary PTA wishes to donate to the District $10,500 to be used for the Steam Program at Bret Harte Elementary School.

l. Bret Harte Elementary PTA wishes to donate to the District $4,037 to be used for Yard Duty at Bret Harte Elementary School.

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Paulette Koss, Director of Special Education and Psychological Services
PREPARED BY:	Paulette Koss, Director of Special Education and Psychological Services
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Action on Final Settlement Agreement (Special Education)

Background:

The Board of Education is being asked to approve the Final Settlement Agreement for Special Education Student 960028116 pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

In an effort to resolve the disagreement between the District and the Parent of Special Education Student 960028116 concerning services and/or school placement, a formal settlement agreement was offered on February 28, 2022 to the Parents. To avoid additional time and expense concerning this matter, the District settled the dispute with the Student's Parents, without admitting any liability.

Fiscal Impact:

There is no fiscal impact to the District.

Recommendation:

Paulette Koss, Director of Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960028116, with no fiscal impact to the District (01.0-65000.0-50010-36000-5813-7440000), effective February 28, 2022 through September 30, 2023, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Paulette Koss, Director of Special Education and Psychological Services
PREPARED BY:	Paulette Koss, Director of Special Education and Psychological Services
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Action on Final Settlement Agreement (Special Education)

Background:

The Board of Education is being asked to approve the Final Settlement Agreement for Special Education Student 960027511 pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

In an effort to resolve the disagreement between the District and the Parent of Special Education Student 960027511 concerning services and/or school placement, a formal settlement agreement was offered on February 18, 2022 to the Parents. To avoid additional time and expense concerning this matter, the District settled the dispute with the Student's Parents, without admitting any liability.

Fiscal Impact:

Total cost to the District is $51,000.

Recommendation:

Paulette Koss, Director of Special Education and Psychological Services, recommends that the Board of Education approve Final Settlement Agreement for Special Education Student 960027511, not to exceed $51,000 (01.0-65000.0-50010-36000-5813-7440000), effective February 18, 2022 through August 1, 2023, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT

February 17, 2022

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:
Charlene Tabet
Emily Weisberg
Armond Aghakhanian
Steve Frintner

MEMBERS ABSENT:
Steve Ferguson

STUDENT MEMBERS PRESENT:
Owen Vivado, Monterey High School

STUDENT MEMBERS ABSENT:
Jule Reader, John Burroughs High School
Shushanna Ter-Petrossyan, Burbank High School

Also present were Matt Hill, Superintendent; Sharon Cuseo, Assistant Superintendent, Instructional Services; Debbie Kukta, Assistant Superintendent, Administrative Services; and Sarah Niemann, Assistant Superintendent, Human Resources.

1. CALL TO ORDER

The Closed Session was called to order at 6:00 p.m. by President Tabet.

2. REQUESTS TO ADDRESS THE BOARD

2.a. Public Communications on Closed Session Agenda Items (In-Person Only)

Mark Norberg, teacher, read a statement for Sarah Abrams, an Education Specialist who could not attend the meeting, advocating for full funding of the District's Special Education programs.

Ann Michelman, teacher, spoke about the importance of having Physical Education teachers at the District's elementary schools.

Joan Becker, teacher, spoke about the stress and challenges currently facing teachers and said she and other District elementary teachers do not receive enough planning time.

Nicole Drabecki, teacher, spoke about her experiences as a middle school Physical Education teacher now that the District no longer has elementary P.E. teachers and said she is finding that most of her students are not exposed to sports and lack fundamental skills and stamina. She asked if it was possible for the District to hire 3x elementary P.E. teachers, which is fewer than the District previously employed.

Amalia Hernandez, speech language pathologist, asked the Board and staff to address two issues: caseload and uncompensated after-school meetings.

Marla Jurman, teacher, spoke about the loss of the District's elementary P.E. teachers and the lack of planning time.

Bridget Highfill, teacher, spoke about the changes the District made with regard to elementary P.E. teachers and planning time and the lack of equity with respect to these issues across grade levels. She would like the previous amounts of instructional and planning time reinstated.

Joel Schlossman, community member, complained that the February 5, 2022 Special Board Meeting video was not posted and intimated that the District did so deliberately; a member of staff explained that there had been a technical glitch with the videotape and it was currently posted. He said he is displeased with the performance of the Superintendent. He complained about the behavior and comments of some of the Board Members at the February 5, 2022 meeting.

Amy Fuhr, teacher, complained about the lack of planning time that is afforded to District teachers.

Suzanne Fitzpatrick, instructional assistant, spoke about the Ewing Job Study and said that she wrote to CSEA leadership to ask if they could have a Q & A on the Job Study but got no response. She said that many job classifications in the District are paid much less than other school districts in California. She asked why instructional assistants, paraprofessionals, and custodians did not receive a recommendation to have their pay increased, while many clerical and fiscal job classifications did. Thus, she does not feel that the Job Study was equitable because some classifications were singled out to potentially receive hundreds of dollars more and some will only receive a 12-cent-per-hour raise.

2.b Staff Responses

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Superintendent Hill thanked the speakers and said he appreciated hearing their stories and examples. He said that as one of the speakers pointed out, this will take creative solutions. He said that in addition to the Ewing Job Study, the District would continue to negotiate on compensation. He encouraged members to reach out to CSEA leadership to talk further about the Job Study.

2.c. Board Members' Responses

Member Frintner said the District has never willingly cut a program, and said he agrees that they will need to come up with creative solutions.

Member Aghakhanian thanked all the speakers and said he really liked some of the ideas they brought forward. He said that it was not fair for parents who must pay to obtain private physical education classes for their children. He explained to Mr. Schlossman his comments regarding signage at Board Meetings.

Emily Weisberg, Board Clerk, explained to the audience the topics covered at the February 5, 2022, Board Meeting, and she thanked all the speakers for their comments. She agreed that employees should be able to complete work tasks during work hours. She said she knows that P.E. is incredibly important.

President Tabet thanked all the speakers for coming and said she remembers from her days of teaching how difficult it is to juggle all the job expectations. She encouraged members to contact CSEA leadership to talk about the Ewing Job Study.

Due to a lack of time, Board President Tabet announced that Closed Session would be held at the conclusion of the Public Session and declared a five-minute recess before reconvening in Public Session.

3. CLOSED SESSION

3.a Conference with Labor Negotiator, Pursuant to Government Code §54957.6
Agency Negotiator: Sarah Niemann Employee Organization: Burbank Teachers Association (BTA)

3.b Conference with Labor Negotiator, Pursuant to Government Code §54957.6
Agency Negotiator: Sarah Niemann Employee Organization: California School Employees Association (CSEA) Chapter 674

3.c Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957

3.d Public Employee Performance Evaluation Pursuant to Government Code §54957
Title: Superintendent of Schools

3.e Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A)
Final Settlement Agreement for Special Education Students 960026463 and 960025268

Confidential Exhibit (OF 29,263)

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

The Public Session was called to order at 7:04 p.m. Diana Abasta, President of the Burbank Teachers Association, led the Pledge of Allegiance.

5. REPORTING ON CLOSED SESSION

President Tabet announced that due to lack of time, Closed Session would be held at the conclusion of the Public Session and that the Board would report on Closed Session at that time.

6. ADJUSTMENTS TO THE AGENDA

There were no adjustments to the agenda.

7. ITEMS FOR FUTURE AGENDAS

Clerk Weisberg requested a report on the cost for providing security for the ILA program and implementing changes to the campus to make it less of an open campus.

Member Aghakhanian asked for a discussion regarding how the District thanks its donors. President Tabet suggested that topic could be addressed at the Budget and Fundraising Study Session the Board will hold in March.

8. REPORTS FROM THE BOARD

8.a Student Representatives

Owen Vivado, MHS, reported on activities at events at Monterey High School.

9. REQUESTS TO ADDRESS THE BOARD

9.a. Public Communications on Agenda Items

Lana Sinovoi, parent, spoke with regard to Resolution 24 on tonight's agenda and said that she feels that enrollment is down and teachers will need to be laid off because of fear. She said she is happy that California is loosening up its COVID-19 restrictions and she feels that will help. She said she hopes District students get unmasked soon.

Max Sinovoi, parent, said that he and his wife support the teachers. He said that it is very upsetting to read that the District has an $18.6 million deficit. He said he would like the District to make announcements at the sites that students no longer have to wear masks outside. He said when the state of California announces that masks are no longer required indoors, he hopes the District will quickly implement this change, as well.

Shannon Loffredo, parent, said that parents should be able to make their own decisions with regard to vaccinating their children, citing a health study that showed menstrual issues post-vaccination, and said she will not be vaccinating her children. She said that her son was forced to remove his cloth mask and asked to wear a surgical mask. She asked that in future Town Halls and District meetings that the District also bring in health professionals who do not advocate vaccination.

Jordan Freiburghouse, student, spoke about his breathing problems and said he is uncomfortable around people wearing masks. He said he thinks that crime has risen because people are wearing masks, and said he feels that it is unfair students in a classroom of 30 have to wear masks when tens of thousands of spectators at the Super Bowl were not required to do so.

Diana Abasta, teacher and President of the Burbank Teachers Association, spoke about the importance of elementary P.E. teachers who are trained in that discipline. She reminded the Board about the petitions she submitted to the District to advocate for restoration of these positions. She also spoke about the demoralizing effect of high case loads facing the District’s Special Education teachers.

9.b Staff Responses

Superintendent Hill spoke about the strong opinions among the public speakers with regard to the COVID-19 protocols and said that during the weekly calls with Dr. Barbara Ferrer there are many times that the various districts on the calls disagree with the guidance, but explained that they must follow this guidance. He thanked Ms. Abasta for her comments and said the District was continuing to negotiate with the limited resources the District has.

9.c Board Members' Responses

Member Frintner thanked all of the speakers and said they understand the importance of the issues brought forward and that they would continue to work towards solutions but there are going to be some

tough decisions. He spoke about the COVID-19 protocols and said that he feels the District has made the mask guidance clear and pointed out that some students feel more comfortable wearing them even though they are no longer required outside.

Member Aghakhanian thanked the speakers and said he understood the frustrations of parents and students with regard to the COVID-19 protocols.

Clerk Weisberg said that the District is focused on diversity, equity, and inclusion and said she feels that sometimes Special Education students are left out of that and that a broader definition needs to be adopted. She said that she laments that the health protocols have been politicized but that the decisions the District made enabled all stakeholders—staff and students—to feel safer and enabled them to return to work and to class.

President Tabet thanked all the speakers and said it is difficult to make decisions that affect so many people.

10. REPORTS TO THE BOARD

10.a Report on the Burbank Unified School District's COVID-19 Response

Matt Hill, Superintendent, reported on the District's COVID-19 Response, as presented.

10.b Report on the Governor’s Budget Proposal for 2022-2023

Debbie Kukta, Assistant Superintendent, Administrative Services, utilized a PowerPoint to facilitate a presentation on the Governor’s Budget Proposal for 2022-2023, as presented.

Governor's Budget Update 2022-23.pdf (OF 29,264)

10.c Mid-Year Local Control and Accountability Plan (LCAP) Update

Sharon Cuseo, Assistant Superintendent, Instructional Services, and Peter Knapik, Director of Elementary Education, utilized a PowerPoint to provide an update on the Local Control and Accountability Plan (LCAP) budgeted expenditures, metrics (outcome data) and budgeted expenditures on COVID federal funds, as presented.

BUSD Board Presentation - Required Mid-Year Update 02172022.pdf (OF 29,265)

10.d Report on Facilities and Technology Projects

Debbie Kukta, Assistant Superintendent, Administrative Services, reported on the District's Facilities and Technology Projects, as listed on the Consent Agenda, as presented.

Facilities and Technology PowerPoint_2172022.pdf (OF 29,266)

11. NEW AND/OR UNFINISHED BUSINESS

11.a Adoption of Resolution 23 Proclaiming March 2, 2022 as Read Across America Day

Peter Knapik, Director, Elementary Education, recommends that the Board of Education adopt Resolution 23 Proclaiming March 2, 2022, as Read Across America Day in the Burbank Unified School District, as presented.

Adoption of Resolution 23 Read Across America 021722.pdf (OF 29,267)

It was moved by Steve Frintner, and seconded by Emily Weisberg, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES - Tabet, Weisberg, Aghakhanian, and Frintner. ABSENT: Ferguson

11.b Adoption of Resolution 24 for Reduction or Discontinuance of Particular Kinds of Service

That the Board of Education adopt Resolution 24 for the Reduction or Discontinuance of Particular Kinds of Service, as presented.

Resolution 24 - Reduction in Force (Certificated).pdf (OF 29,268)

It was moved by Steve Frintner, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES - Tabet, Weisberg, Aghakhanian, and Frintner. ABSENT: Ferguson

11.c Adoption of Resolution 25 Implementing Classified Layoffs

That the Board of Education adopt Resolution 25 Implementing Classified Layoffs, as presented.

Resolution 25-Reduction in Force (Classified).pdf (OF 29,269)

It was moved by Steve Frintner, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES - Tabet, Weisberg, Aghakhanian, and Frintner. ABSENT: Ferguson

11.d Approval of Comprehensive School Safety Plans and School Rules and Guidelines

That the Board of Education approve each school’s 2022-2023 Comprehensive School Safety Plans and School Site Discipline and Behavior rules, as presented.

Safety Plan Board Report 2022.pdf (OF 29,270)

It was moved by Armond Aghakhanian, and seconded by Steve Frintner, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES - Tabet, Weisberg, Aghakhanian, and Frintner. ABSENT: Ferguson

11.e Approval of 2022-2023 Regular Board of Education Meeting Dates

That the Board of Education approve its regular meeting dates for the 2022-2023 school year, as presented.

Approval of Regular Board Meeting Dates 2022-2023_021722.pdf (OF29,271)

It was moved by Armond Aghakhanian, and seconded by Steve Frintner, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES - Tabet, Weisberg, Aghakhanian, and Frintner. ABSENT: Ferguson

11.f Acceptance of Gifts

That the Board of Education take formal action accepting the following gifts to the District, and that the Board President convey appreciation to the donors, as presented.

Gift Report 02-17-22.pdf (OF 29,272)

It was moved by Steve Frintner, and seconded by Emily Weisberg, that the Board of Education approve the item as recommended. The motion carried 4-0 with the following roll-call vote: AYES - Tabet, Weisberg, Aghakhanian, and Frintner. ABSENT: Ferguson

12. CONSENT AGENDA

It was moved by Steve Frintner, and seconded by Armond Aghakhanian, that the Board of Education approve Consent Agenda items 12a through 12v, as recommended. The motion carried 4-0 with the following roll-call vote: AYES - Tabet, Weisberg, Aghakhanian, and Frintner. ABSENT: Ferguson

12.a Action on Final Settlement Agreement (Special Education)

That the Board of Education approve Final Settlement Agreement for Special Education Student 960026463, not to exceed $5,500 (01.0-65000.0-50010-36000-5813-7440000), effective January 25, 2022 through June 23, 2023, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960026463 Settlement Agreement.docx.pdf (OF 29,263)

12.b Action on Final Settlement Agreement (Special Education)

That the Board of Education approve Final Settlement Agreement for Special Education Student 960025268, at no cost to the District (01.0-65000.0-50010-36000-5813-7440000), effective January 31, 2022 through July 15, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960025268 Settlement Agreement.docx.pdf (OF 29,263)

12.c Approval of Minutes

That the Board of Education approve the minutes of the Regular Board of Education Meeting of February 3, 2022, as presented.

Minutes.02.03.22.docx.pdf (OF 29,273)

12.d Approval of Minutes

That the Board of Education approve the minutes of the Special Board of Education Meeting of February 5, 2022, as presented.

Minutes.02.05.22.Sp.pdf (OF 29,274)

12.e Approval of Personnel Report Number 21-22-12

Sarah Niemann, Assistant Superintendent, Human Resources Services, recommends that the Board of Education approve Personnel Report number 21-22-12, covering Certificated and Classified personnel, and consisting of Pages 1 to 17 inclusive, as presented.

Personnel Report.pdf (OF 29,275)

12.f 2021-2022 Purchase Order Report

Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve Purchase Orders for 2021-2022 as listed through January 24, 2022, as presented.

2021-2022 Purchase Order Report.pdf (OF 29,276)

12.g Approval of Warrants

That the Board of Education approve payroll warrants in the total amount of $9,442,956.79 and commercial warrants in the total amount of $2,876,126.62, as presented.

Warrants.pdf (OF 29,277)

12.h Approval of Instructional Consultant Services

That the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

Approval of Instructional Consultants 02172022 redacted.pdf (OF 29,278)

12.i Approval of Non-Instructional Consultant Services

That the Board of Education approve the non-instructional consultant services for the purpose of supporting the school and/or District goals, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

Approval of Non-Instructional Consultants 02172022 redacted.pdf (OF,279)

12.j Approval of Amended Consultant Agreement for The Music Center

That the Board of Education approve an amended Consultant Agreement between Burbank Unified School District and The Music Center to provide instructional consultant services, effective October 11, 2021 through June 30, 2022, in the amount of $39,385 (01.0-42030.0-47600-10000-5810-7429000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Approval of Amended Agmt The Music Center 02172022.pdf (OF 29,280)

12.k Amended COVID-19 Testing Agreement with Vital Healthcare, Inc.

That the Board of Education amend an agreement between Burbank Unified School District and Vital Healthcare, Inc. to provide COVID-19 Testing, effective July 1, 2021 through June 30, 2022, not to exceed $4.4M (01.0-32100.0-00000-31400-4310-7409000), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented. Note: the original agreement was approved by the Board of Education on September 2, 2021. The not to exceed amount has increased from $2.4 to $4.4 million.

COVID-19 Tests - Vital Medical Services - Amended.pdf (OF 29,281)

12.l Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and Professional Tutors of America for Special Education Student 960026463, not to exceed $2,400 (01.0-65000.0-57602-11900-5850-7440000), effective January 25, 2022 through June 30, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960026463 Professional Tutors Ratification.pdf (OF 29,282)

12.m Amended Agreement for Professional Services (Special Education)

That the Board of Education amend an agreement between the Burbank Unified School District and Protocol Agency, Inc., to provide a Licensed Vocational Nurse (LVN), not to exceed $65,394.16 (01.0-65000.0-57602-11900-5850-744000) for Burbank special education student 960031340 June 7, 2021 through May 26, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was June 17, 2021 for a total not to exceed $63,236.16. This amendment adds an additional $2,158.00 to the agreement for a total not to exceed $65,394.16.

SPED Student 960031340 Protocol Agency Amended.pdf (OF 29,283)

12.n Amended Agreement for Professional Services (Special Education)

That the Board of Education amend an agreement between the Burbank Unified School District and Sign Up Interpreting Services, LLC, to provide interpreting and translation for Burbank students, not to exceed $370,000 (01.0-65000.0-57602-11900-5850-7440000), effective July 1, 2021 through June 30, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was July 15, 2021 effective July 1, 2021 through June 30, 2022, not to exceed $30,000. The first amendment, approved on October 7, 2021, added $160,000 increasing the total not to exceed $190,000. The second amendment adds $180,000 increasing the total not to exceed $370,000.

SPED Professional Services Sign Up Interpreting Amended.pdf (OF 29,284)

12.o Amended Agreement for Professional Services (Special Education)

That the Board of Education amend an agreement between the Burbank Unified School District and the Family Services Agency of Burbank to provide IEP-based mental health services for qualifying special education students, effective July 1, 2021 through June 30, 2022, not to exceed $350,000 (01.0-651200.0-57500-11800-5810-7440000), and the authority to sign the contract be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was June 23, 2021 effective July 1, 2021 through June 30, 2022, not to exceed $330,000. This amendment adds an additional $20,000 increasing the total not to exceed $350,000.

SPED Professional Services Family Service Agency Amended.pdf (OF 29,285)

12.p Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and Professional Tutors of America for Special Education Student 960025268, no fiscal impact to District, through a ADR grant not to exceed $4,000 (01.0-65360.0-50010-36000-5813-7440000), effective February 1, 2022 through July15, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960025268 Professional Tutors.pdf (OF 29,286)

12.q Ratification of Agreement for Parent Reimbursement (Special Education)

That the Board of Education, ratify parent reimbursement for travel for Special Education Student 160003888, per IEP, not to exceed $778.00, effective September 27, 2021 through March 1, 2022, (01.0-65000.0-50010-36000-5813-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 160003888_Parent Reimbursement_Travel.docx.pdf (OF29,287)

12.r Approval of Additive Change No.1 and No.2, MPI Miller Plumbing Inc., Underground (UG) Site Utilities & Plumbing, Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)

That the Board of Education approve additive change order No.1 and No.2 to the agreement between Burbank Unified School District and MPI Miller Plumbing Inc. for the UG Site Utilities & Plumbing for the Two-Story Modular Building Project at Walt Disney Elementary School, not to exceed $239,377.92 (21.3-00000-0-91008-85000-6230-201-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented. Note: The increased amount of $10,377.92 brings the not to exceed amount to $239,377.92 due to the following that wasn't included in the initial scope: temporary utility hookup to the construction trailer and the connection of the condensate drainage line to the new drywell.

CO1&2_MPI Miller Plumbing_Disney_Bond.pdf (OF 29,288)

12.s Amendment of Approval to Additive Change No.2, H&S Electric Inc., Electrical & Low Voltage, Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)

That the Board of Education approve the amendment to additive change order No.2 to the agreement between Burbank Unified School District and H&S Electric Inc. for Electrical & Low Voltage for the Two-Story Modular Building Project at Walt Disney Elementary School, not to exceed $292,395 (21.3-00000-0-91008-85000-6230-201-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented. Note: This amendment corrects the not to exceed amount from $305,787 to $292,395 to accurately reflect Change Order No.2 that is a total of $15,198, not $28,590 which is the total combined of No.1 and No.2. This amendment also notes that Change Order No.2 includes Change Orders No.2-4 per vendor.

Amend CO2_H&S Electric_Disney_Bond.pdf (OF 29,289)

12.t Approval of Deductive Change No.1, H&S Electric Inc., Electrical & Low Voltage, Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)

That the Board of Education approve deductive change order No.1 to the agreement between Burbank Unified School District and H&S Electric Inc. for Electrical & Low Voltage for the Two-Story Modular Building Project at Walt Disney Elementary School, not to exceed $268,291 (21.3-00000-0-91008-85000-6230-201-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented. Note: The decreased amount of $24,104 brings the not to exceed amount to $268,291 due to the following: Credit for elimination of pull boxes and associated work. This change order corresponds with change order No.5, per vendor.

Ded.CO1_H&S Electric_Disney_Bond.pdf (OF 29,290)

12.u Approval of Additive Change No.3, H&S Electric Inc., Electrical & Low Voltage, Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)

That the Board of Education approve additive change order No.3 to the agreement between Burbank Unified School District and H&S Electric Inc. for Electrical & Low Voltage for the Two-Story Modular Building Project at Walt Disney Elementary School, not to exceed $298,697 (21.3-00000-0-91008-85000-6230-201-0000) Bond Fund, and

that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented. Note: The increased amount of $30,406 brings the not to exceed amount to $298,697 due to the following that wasn't included in the initial scope: Removal of temporary overhead power and low-voltage feeds to existing modular building and installation of new underground. This change order corresponds with change order No.6, per vendor.

Add.CO3_H&S Electric_Disney_Bond.pdf (OF 29,291)

12.v Acceptance of Notice of Completion, Amtech Elevator Services, Elevator Modernization Project, Emerson Elementary School (Deferred Maintenance)

That the Board of Education accept the following as completed: Elevator Modernization Project at Emerson Elementary School, PO 22000680, not to exceed $99,500 (14.0-00000.0-00000-85000-6250-203-3000) Deferred Maintenance, and that the authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

NOC._Amtech_Emerson_Def maint.pdf (OF 29,292)

13. REQUESTS TO ADDRESS THE BOARD

13.a Public Communications on a Subject Within the Jurisdiction of the School Board

Joel Schlossman, community member, said if anything is voted on in Closed Session he wants to know what those votes are. He commented on his belief that Bitcoin will eventually crash and that will exacerbate the pension crisis and ruin our economy. He said that it is time that the Board talk about increasing their monthly pay from $507. He spoke about the importance of the First Amendment to the Constitution and said he gave Member Aghakhanian some documents to look at, but he refuses to even acknowledge them. He said he contacted Member Aghakhanian to speak to him and, even though he agreed to talk, Member Aghakhanian never contacted him.

13.b Superintendent's Comments and Responses

Superintendent Hill said that all Closed Session items that require reporting out are reported out. He wished Mr. Schlossman's son a happy birthday.

13.c Board Members' Comments and Responses

Clerk Weisberg responded to Mr. Schlossman's comments about the importance of two-parent families by reminding him that parents and children watch these meetings and that children who grow up with one parent are not less well off or have a negative experience. Families look different and come in all different shapes and sizes. She wished Mr. Schlossman's son Aaron a happy birthday.

14. ADJOURNMENT

The Board adjourned to Closed Session at 8:55 p.m.

15. RECONVENE IN PUBLIC SESSION/REPORTING ON CLOSED SESSION

President Tabet reported that the Board voted 4-0 to release employee CM-0102-21, effective July 1, 2022, with the following roll-call vote: AYES - Tabet, Weisberg, Aghakhanian, and Frintner. ABSENT: Ferguson

MINUTES APPROVED:

_____
MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

3/17/2022
_____
DATE

_____
EMILY WEISBERG, CLERK

UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT

March 3, 2022

Burbank City Hall
275 E. Olive Avenue
Burbank, California

MEMBERS PRESENT:
Charlene Tabet
Steve Ferguson
Emily Weisberg
Armond Aghakhanian
Steve Frintner

STUDENT MEMBERS PRESENT:
Owen Vivado, Monterey High School
Jule Reader, John Burroughs High School

STUDENT MEMBERS ABSENT:
Shushanna Ter-Petrossyan, Burbank High School

Also present were Matt Hill, Superintendent; Debbie Kukta, Assistant Superintendent, Administrative Services; Sharon Cuseo, Assistant Superintendent, Instructional Services; John Paramo, Assistant Superintendent, Educational Services; and Sarah Niemann, Assistant Superintendent, Human Resources.

1. CALL TO ORDER

The Closed Session was called to order at 6:00 p.m. by President Tabet.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on Closed Session Agenda Items (In-Person Only)

Henry Shipp, District student and vice president of the Theodore Roosevelt School Council, asked to have a gaga ball pit installed at his school because he says it is a popular game and there is none to be found in Burbank. He says they are economical and don't take up much space.

2.b Staff Responses

Superintendent Hill said that there are different kinds of gaga ball pits and each have their own cost so he asked Henry to work with his principal to prepare a proposal.

2.c Board Members' Responses

President Tabet thanked Henry for coming to the meeting. Clerk Weisberg said that she also loves gaga ball and she complimented Henry on his advocacy. Vice President Ferguson thanked Henry and complimented him on his presentation. He said he also served on the student council of Roosevelt Elementary School in the role of vice president. He said he would investigate gaga ball and would try to

get it incorporated at every elementary school in the District so that all District students could enjoy the game. Member Aghakhanian asked Henry to introduce his little sister and thanked him for coming down this evening to speak to them. Member Frintner thanked Henry for coming and for his advocacy. All members expressed an interest in playing the game with Henry and his friends.

3. CLOSED SESSION

3.a Conference with Labor Negotiator, Pursuant to Government Code §54957.6
Agency Negotiator: Sarah Niemann Employee Organization: Burbank Teachers Association (BTA)

3.b Conference with Labor Negotiator, Pursuant to Government Code §54957.6
Agency Negotiator: Sarah Niemann Employee Organization: California School Employees Association (CSEA) Chapter 674

3.c Public Employee Discipline/Dismissal/Release Pursuant to Government Code §54957

3.d Public Employee Performance Evaluation Pursuant to Government Code §54957
Title: Superintendent of Schools

3.e Conference with Legal Counsel - Existing Litigation Pursuant to Government Code §54956.9 (b)(1) and (b)(3)(A)
Final Settlement Agreement for Special Education Students 960032205 and 960014638
Confidential Exhibit (OF 29,293)

4. RECONVENE IN PUBLIC SESSION/PLEDGE OF ALLEGIANCE

President Tabet called the meeting to order at 7:01 p.m. Owen Vivado, Student Board Member for Monterey High School, led the Pledge of Allegiance.

5. REPORTING ON CLOSED SESSION

President Tabet announced that items 3a, 3b, 3d, and 3e were for discussion only with no action taken. On item 3c the Board voted 4-1 to approve a resignation agreement and general release under which employee number CM-0103-21 resigns effective June 30, 2022, and waives all claims, with the following vote: AYES: Tabet, Weisberg, Aghakhanian, and Frintner; NAY: Ferguson.

6. ADJUSTMENTS TO THE AGENDA

There were no adjustments to the agenda.

7. ITEMS FOR FUTURE AGENDAS

Vice President Ferguson asked for a presentation on staff evaluations for all staff members—administrators, classified, and certificated—so the Board can understand how the District is doing evaluations and determine if improvements need to be made.

Clerk Weisberg asked for some information on how we report on our foster and homeless students, including how the District is supporting them, how those numbers may have grown, and what we are looking to do as we move to the next academic year.

Vice President Ferguson asked Board Members to consider choosing a date for Board Self-Evaluation. President Tabet asked if he could look into some dates and he agreed to be the point person on that. He asked why the Board formed the new Eco Council subcommittee. He also pointed out that the Superintendent's subcommittees do not have to comply with the Brown Act or public meeting laws, and he suggested that as our District tries to reach a new level of transparency, and as the public wants to be engaged, he feels that should be considered.

8. REPORTS FROM THE BOARD

8.a Student Representatives

Owen Vivado, Monterey High School, and Jule Reader, John Burroughs High School, reported on activities and events at their respective schools.

9. REQUESTS TO ADDRESS THE BOARD

9.a Public Communications on Agenda Items

Senator Anthony Portantino submitted a videotaped informational message regarding his Senate Bill 830 (Supplemental Education Funding Based on Average Daily Membership (ADS) which would change the way school districts are funded to be based on enrollment rather than Average Daily Attendance (ADA).

9.b Staff Responses

Superintendent Hill asked to reserve his comments for when this item comes up on the agenda.

9.c Board Members' Responses

Member Frintner said he would also reserve his comments for when this item came up on the agenda.

Vice President Ferguson commented on the passing of Miriam "Mim" Oettinger, whom he said had a profound impact on him during his time at John Muir Middle School, and Joyce Rudolph, an outstanding community member who had a heart for service, volunteered tirelessly, and worked with the Alumni Association.

Clerk Weisberg spoke about the laws recently passed in Florida and Texas and said that the Burbank Unified School District stands in support with our LGBTQ+ students.

Member Aghakhanian commented on the activities and scholarships being provided by the Armenian National Committee (ANC).

President Tabet commented on the Burbank High School Cheer Team's recent win and reminded the audience that Pop Show is coming to John Burroughs High School soon. She asked people to support the District's athletes and performing arts students.

10. REPORTS TO THE BOARD

10.a Report on the Diversity, Equity, and Inclusion (DEI) Committee
Matt Hill, Superintendent, and Stefani McCoy, DEI Consultant, utilized a PowerPoint presentation to report on the progress of the Diversity, Equity, and Inclusion (DEI) Committee, as presented.

DEI Update_030322.pdf (OF 29,294)

10.b Report on the Burbank Unified School District's COVID-19 Response

Matt Hill, Superintendent, reported on the District's COVID-19 Response.

Vice President Ferguson asked if the District had hired any additional custodians and Assistant Superintendent Kukta said that a pool of candidates would be interviewed tomorrow. He asked for an internal review of why it took over 90 days to make progress on this issue.

Clerk Weisberg asked if students would be mandated to take, and report the results of, their take-home COVID-19 tests after Spring Break. Superintendent Hill clarified that this would be strongly recommended but not mandated.

10.c First Reading of the A-G Completion Improvement Grant Plan

Sharon Cuseo, Assistant Superintendent, Instructional Services, presented the First Reading of the A-G Completion Improvement Plan, as presented.

First Reading A-G Grant 03032022.pdf (OF 29,295)

10.d Report on Facilities and Technology Projects

Debbie Kukta, Assistant Superintendent, Administrative Services, utilized a PowerPoint presentation to report on Facilities and Technology Projects, as listed on the Consent Agenda, as presented.

Facilities and Technology PowerPoint_332022.pdf (OF 29,296)

11. NEW AND/OR UNFINISHED BUSINESS

11.a Adoption of Resolution 28 Proclaiming March 2022 as Intellectual and Developmental Disabilities Awareness Month (Special Education)

That the Board of Education adopt Resolution 28 proclaiming the month of March 2022 as Intellectual and Developmental Disabilities Awareness Month, as presented.

SPED Intellectual Disability Awareness Month 2022.docx (1).pdf (OF 29,297)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

11.b Adoption of Resolution 29 – In Support of SB 830 (Portantino) Supplemental Education Funding Based on Average Daily Membership (ADM)
That the Board of Education adopt Resolution 29 in support of SB 830 (Portantino) Supplemental Education Funding Based on Average Daily Membership (ADM), as presented.

Resolution 29_In Support of SB 830_Rpt_030322.pdf (OF 29,298)

It was moved by Emily Weisberg, and seconded by Armond Aghakhanian, that the Board of Education approve the item as recommended. The motion carried unanimously.

11.c 2022 California School Boards Association (CSBA) Delegate Assembly Election - Subregion 23-A

That the Board of Education act to cast their vote to appoint up to two candidates to fill the two vacancies for the California School Boards Association (CSBA) Delegate Assembly Representative for Subregion 23-A. The three candidates running are Kimberly Kenne (Pasadena USD), Shant Sahakian (Glendale USD), and Gary Scott (San Gabriel USD). Gary Scott is running as an incumbent. As indicated, the Board may also choose to write in candidates on the attached ballot, as presented.

CSBA Delegate Assembly Election_030322.pdf (OF 29,299)

It was moved by Steve Frintner, and seconded by Armond Aghakhanian, that the Board of Education approve their selection of Shant Sahakian (Glendale USD). The motion carried unanimously.

12. CONSENT AGENDA

It was moved by Steve Frintner, and seconded by Armond Aghakhanian, that the Board of Education approve items 12a, 12b, and 12e through 12w, as recommended. The motion carried unanimously.

Item 12c (Approval of Minutes of the February 17, 2022 Meeting) was pulled by President Tabet for separate consideration because Vice President Ferguson was not present at that meeting. Vice President Ferguson did not recuse himself and wished to proceed with the vote, however, Member Aghakhanian asked for a legal opinion on whether members who are absent from a meeting may vote on agenda items, thus item 12c was tabled by President Tabet.

It was moved by Steve Frintner, and seconded by Armond Aghakhanian, that the Board of Education approve item 12d (Personnel Report), as amended. The motion carried unanimously.

12.a Action on Final Settlement Agreement (Special Education)
That the Board of Education approve Final Settlement Agreement for Special Education Student 960032205, with no fiscal impact to the District (01.0-65000.0-50010-36000-5813-7440000), effective February 8, 2022 through September 30, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960032205 Settlement Agreement.docx.pdf (OF 29,293)

12.b Action on Final Settlement Agreement (Special Education)

That the Board of Education approve Final Settlement Agreement for Special Education Student 960014638, not to exceed $50,500 (01.0-65000.0-50010-36000-5813-7440000), effective February 18, 2022 through December 31, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960014638 Settlement Agreement.docx.pdf (OF 29,293)

12.c Approval of Minutes

That the Board of Education approve the minutes of the Regular Board of Education Meeting of February 17, 2022, as presented. (*Tabled*)

Minutes.02.17.22.pdf

12.d Approval of Personnel Report Number 21-22-13

That the Board of Education approve Personnel Report number 21-22-13, covering Certificated and Classified personnel, and consisting of Pages 1 to 9 inclusive, as presented. (*This item was amended in advance of the meeting.*)

Personnel Report.pdf (OF 29,300)

12.e 2021-2022 Purchase Order Report

That the Board of Education approve Purchase Orders for 2021-2022 as listed through February 7, 2022, as presented.

2021-2022 Purchase Order Report.pdf (OF 29,301)

12.f Approval of Warrants

That the Board of Education approve payroll warrants in the total amount of $30,462.77 and commercial warrants in the total amount of $685,677.41, as presented.

Warrants.pdf (OF 29,302)

12.g Approval of Instructional Consultant Services

That the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

Instructional Consultant Agreements 03032022_Redacted.pdf (OF 29,303)

12.h Approval of Agreement for Non-Instructional Consultant Services

That the Board of Education approve the non-instructional consultant agreement for special services, effective March 1, 2022 through June 30, 2022, not to exceed $2,500

(01.0-00000-0-00000-72000-5850-7471000), and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Fiscal Services Consultant.pdf (OF 29,304)

12.i Approval of Amended Contract with Los Angeles County Office of Education for Positive Behavior Interventions and Support (PBIS) Consulting and Training Services

That the Board of Education approve the Amended Agreement between the Burbank Unified School District and the Los Angeles County Office of Education #C20842:21:22 to provide training materials and online programming for the District's PBIS program, effective March, 2022 through October 30, 2022. The contract extends the timeline through October for no additional charge. The same total of $131,500.00 to be paid out of District COVID funding - 01.0-74250.0-00000-21400-5810-7429000, that authority to sign the agreement be exercised according to BUSD – AR 3314, as presented.

LACOE PBIS Agreement Amendment 2021-22.pdf (OF 29,305)

12.j Ratification of the Sub-Agreement Between Burbank Unified School District and Pasadena Area Community College District – CTE Pathway

That the Board of Education ratify the Sub-Agreement between the Burbank Unified School District and Pasadena Area Community College District, effective January 1, 2022 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Ratification Sub-Agreement PACCD CTE Pathway 03032022.pdf (OF 29,306)

12.k Ratification of the Sub-Agreement Between Burbank Unified School District and Pasadena Area Community College District - Digital Media

That the Board of Education ratify the Sub-Agreement between the Burbank Unified School District and Pasadena Area Community College District, effective January 1, 2022 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Ratification Sub-Agreement PACCD Digital Media 03032022.pdf (OF 29,307)

12.l Approval of Agreement– Mount Saint Mary's University

That the Board of Education approve the Agreement between the Burbank Unified School District and Mount Saint Mary's University to provide student teaching experience, effective March 4, 2022 and shall be for a period of five years from the date of this agreement unless terminated by either party on advance written notice, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented.

Agreement - Mount St. Mary's.pdf (OF 29,308)

12.m Approval of Agreement– American University
That the Board of Education approve the Agreement between the Burbank Unified School District and American University to provide student teaching experience, effective March 4, 2022 and shall be for a period of five years from the date of this agreement unless terminated by either party on advance written notice, and that authority to sign the Agreement be exercised pursuant to BUSD – AR 3314, as presented

Agreement - American University.pdf (OF 29,309)

12.n Amendment of Declaration of Need for Emergency Crosscultural, Language, and Academic Development (CLAD) Permit, Emergency Bilingual, Crosscultural, Language, and Academic Development (BCLAD) Permit, Special Education Limited Assignment Permit (SELAP) Request for Certificated Staff

That the Board of Education amend the Declaration of Need for Emergency Crosscultural, Language, and Academic Development (CLAD) Permit and Emergency Bilingual, Crosscultural, Language, and Academic Development (BCLAD) Permit, and Special Education Limited Assignment Permit (SELAP) Requests for Certificated Staff, as presented.

Declaration of Need.pdf (OF 29,310)

12.o Approval of Release of Teachers on Temporary Contract

That the Board of Education approve the release of all teachers on temporary contract prior to the end of the 2021-2022 school year, as presented.

Temp Release 2021-2022.pdf (OF 29,311)

12.p Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between Burbank Unified School District and Jose Javier Juarez, Psychologist, to provide assessments, written reports and attend student IEP meetings, not to exceed $40,320 (01.0-65370.0-57602-11100-5850-7449000), effective February 14, 2022 through May 27, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Professional Services Jose Javier Juarez Ratified.docx.pdf (OF 29,312)

12.q Ratification of Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between Burbank Unified School District and Gary D Stromberg & Associates, LLC, to provide speech and language support and assessments, not to exceed $45,240 (01.0-65000.0-57602-11901-5850-7440000), effective February 24, 2022 through May 27, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Professional Services Gary D Stromberg & Assoc. Ratified.docx.pdf (OF 29,313)

12.r Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and Dr. Karen Epport, to provide an Independent Educational Evaluation (IEE) and attend an IEP meeting for Special Education Student 960027539, not to exceed $7,000 (01.0-65000.0-57602-11900-5850-7440000), effective March 4, 2022 through May 26, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960027539 Karen Epport.docx.pdf (OF 29,314)

12.s Amended Agreement for Professional Services (Special Education)

That the Board of Education ratify an agreement between the Burbank Unified School District and LA City Cab, LLC for transportation services for Special Education Students on an as needed basis, effective July 1, 2021, through June 30, 2022, not to exceed $250,000 (01.0-07240.0-50010-36000-5812-7440000), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented. Note: The original approval date was October 7, 2021 effective July 1, 2021 through June 30, 2022, not to exceed $100,000. This amendment adds an additional $150,000 increasing the total not to exceed $250,000.

SPED Professional Services LA City Cab Amendment.docx.pdf (OF 29,315)

12.t Approval of Agreement for Professional Services (Special Education)

That the Board of Education approve an agreement between the Burbank Unified School District and New Mediscan II, LLC dba Cross Country Education, to provide various Independent Educational Evaluations (IEEs) and attend an IEP meeting for Special Education Student 960039300, not to exceed $10,950 (01.0-65000.0-57602-11900-5850-7440000), effective March 4, 2022 through December 31, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

SPED Student 960039300 New Mediscan_Cross Country.pdf (OF 29,316)

12.u Approval of Additive Change No. 2, United Site Services, Fencing Installation, Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)

That the Board of Education approve additive change order No. 2 to the rental agreement between Burbank Unified School District and United Site Services for the Fencing Installation for the Two-Story Modular Building Project at Walt Disney Elementary School, not to exceed $5,915.47 (21.3-00000.0-91008-85000-5850-2100000) Bond Fund and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented. Note: The $1,462.50 increase, which brings the not to exceed to $5,915.47, is due to extending the lease agreement for 6.5 more months to accommodate the duration of the project.

CO2_United Site Services_Fencing_Disney_bond.pdf (OF 29,317)

12.v Ratification of Services from Arc Document Solutions, PlanWell and Bidcaster Services, Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)

That the Board of Education ratify services between Burbank Unified School District and Arc Document Solutions for PlanWell and Bidcaster Services for the Two-Story Modular Building Project at Walt Disney Elementary School, not to exceed $253.88 (21.3-00000.0-91008-85000-5880- 201-0000) Bond Fund, as presented.

Ratif_Arc Document Solutions_Disney_Bond.pdf (OF 29,318)

12.w Ratification of Renewal of Agreement with Crown Castle Fiber LLC for Highspeed Bandwidth Circuit (General Fund)

That the Board of Education approve the agreement between Burbank Unified School District and Crown Castle Fiber LLC for Highspeed Bandwidth Circuit (General Fund), effective August 1, 2021, and that authority to sign the agreement be exercised pursuant to BUSD—AR 3314, as presented.

Approval_Ratification Renewal Contract_Crown Castle_Bandwidth_030322.pdf (OF 29,319)

13. REQUESTS TO ADDRESS THE BOARD

13.a Public Communications on a Subject Within the Jurisdiction of the School Board

Suzanne Fitzpatrick, classified employee, was called to speak. She thanked the Board for the proposed 5% raise for CSEA members, but expressed her disappointment in the Ewing Job Study, which she feels was manipulated and unfair as she believes that some people on the Job Study committee gave themselves bumps in pay whereas they did not suggest increases for other employee groups. She also asked the Board Members to "free Tom Crowther."

Roberto Villalta, classified employee, spoke about his history with the District as a custodian and expressed some of his opinions with regard to compensation and the reclassification process. He expressed his disappointment in the Ewing Job Study, which he called unfair and discriminatory. He said in Facilities there is a lot of nepotism. He read a quotation from the President of El Salvador and said that "this District is stealing our money." He thanked the Board for the 5% raise, but said it was only a beginning and that his goal is fighting for the custodians.

Joel Schlossman, parent, complimented Vice President Ferguson on his actions on behalf of District students and teachers, but said he was off-base when it comes to voting on items for which he was not present. He said that the Board Members allowed a 10-year-old boy to speak out of turn at Public Comments on Closed Session, and pointed out that they could have taken the few remaining public speakers earlier instead of making them wait an hour. He asked the Board to be more consistent in their treatment of public speakers. He said that playing the Senator's videotape was completely out of line and that only Vice President Ferguson caught it. He castigated Member Aghakhanian for announcing the Armenian National Committee contest and scholarship, which he feels is discriminatory if it is not open to students who are not Armenian and said that the ANC should not be using his tax dollars to discriminate. He said he chased down the District's DEI Consultant and said that she would be talking to Member Aghakhanian about this issue, too. He asked Member Aghakhanian if he was stupid or just playing stupid. He said he has history with this as he received an email offering services, but when he contacted the group offering those services he was told that they only help Armenians. He asked to see

the ANC flier to determine whether it is open to all student groups. He commented on the lack of fire prevention equipment in Council Chambers and expressed his concern for the safety of the staff and the audience members.

Sarah Brown, parent and former BUSD teacher, said she feels there needs to be a shift in the District's approach to how we think about education and our overarching goals instead of continually just making cuts, which she realizes are decisions not made lightly. She says we are not going to suddenly get money from the State and she feels that COVID-19 only postponed having to make these decisions when the budget changes. Her impression is that we just keep lowering the standards of what is expected from the District as a whole. She says the educational system was designed years ago, but that students and life in general have changed, and education has not kept pace with those changes. She said her children have had a great experience with their teachers and that she is talking holistically. She asks if we are trying to just be "good enough" as opposed to being great and attracting students because Burbank schools are the best, not because they are a little better than our neighbors. She has lots of ideas and asked if any of the Board Members would like to meet with her. She said she meant her comments in a positive and motivating manner, not with any negative feeling; she wants the Board to be inspired to think outside the box.

13.b Superintendent's Comments and Responses

Superintendent Hill thanked all of the speakers. He said he would not speak about the Job Study and, instead, asked CSEA members to reach out to their leadership team. He said that Ms. Fitzpatrick misquoted him, that he did not say that some groups deserved increases in pay more than others, and he encouraged her to review the videotape of that meeting. He told Mr. Villalta that if he had concerns about nepotism and stealing money that he should report them to Human Resources or by calling the We Tip anonymous hotline. He encouraged all CSEA members to read the Job Study and ask questions of their union leadership so that they can make an informed decision when they vote on it. He said that Mr. Schlossman drastically misrepresented the issue with the ANC flier and scholarship, which is open to all students. He admonished him for approaching the District's DEI Consultant in the hallway and speaking to her in an angry, abrasive, and nonprofessional manner. He reminded him of the District's civility policy and what it says about approaching District employees. He thanked Ms. Brown for her suggestions, said he was open to further conversations, and encouraged her to contact him.

13.c Board Members' Comments and Responses

Vice President Ferguson said that the Job Study is a complicated issue, but he sees administrators working hard to do right by the CSEA membership. He said he asked this evening why it took more than 90 days to make progress in hiring more custodians so he understands Mr. Villalta's frustration, but that he believes that the road out of this is through working together and cooperation. He said he would like to sit down with Ms. Brown to hear and discuss some of her ideas. He said he greatly related to some of her comments, described how difficult it was to make decisions about which programs are kept and which programs are cut, and expressed his concerns with losing what he calls "the Burbank standard."

Member Aghakhanian thanked the speakers and told Ms. Brown that education is changing as fast as technology. He said there are State regulations on how quickly they can move. He said that our hearts are with the people of Ukraine and people of Ukrainian descent here in America, and he encouraged people to contact the Family Service Agency at (818) 845-7671 and said he is praying for an end to this war.

Member Frintner thanked all of the speakers and clarified that Board Members cannot speak about the Ewing Job Study as it something that is not under the control of the Board of Education, but instead members must talk to their union leadership. He agreed that administrators are working hard to develop

equitable solutions, but said it was difficult to work in an environment of baseless accusations such as "the District is stealing from employees," and that if Mr. Villalta believes that he should prove it. He agreed that the Board does need to practice consistency with regard to the public speakers. While he greatly respects and appreciates the work of the Senator with regard to education advocacy, he said that a representative of the Senator's office should have been present to provide his commentary and that exceptions, even for young children, should not be made out of fairness to the speakers who wait to speak during the appropriate section of Requests to Address the Board. With regard to Ms. Fitzpatrick's comments, he said that he understood her feelings but emphasized that he could not recall a single vote that the Board passed without due consideration. Budget issues lead to cuts and the Board has to work with what they get, but he welcomed further discussion with Ms. Brown and was open to hearing her ideas. He thanked her for being an involved parent. He also commented on his attendance at the Luther Comm-Unity Day, commending Principal Macias and his staff on their hard work on this event, which is focused on inclusivity. He said school leadership was getting a lot of feedback on the event and, while he understands that not all parents were happy with the event, he feels that Dr. Macias will incorporate some of these suggestions to further improve this event next year. He felt the event did promote inclusiveness, acceptance, and equity, and said he was very impressed with the larger presentation in the Luther Auditorium and that he enjoyed the time he spent in the classroom watching the students work.

Clerk Weisberg said that people are advocating for the custodians, but encouraged CSEA members to contact their leadership as the Board does not vote on the Ewing Job Study. She said she would like to have coffee with Ms. Fitzpatrick and said she feels the Board could do a better job of communicating why they make the decisions that they make. She apologized for allowing a young child to speak out of turn this evening, but said she did so from a good place and was just looking out for the fact that he was young and was mindful of his bedtime. She said it is important for everyone to assume best intentions when mistakes are made or things are not consistent, because they are all learning a very complicated process.

President Tabet thanked all of the speakers and said that she is always open to meeting with Ms. Brown and commented on her deep Burbank roots. She spoke about the many positive changes the District has made in the past 25 years, such as adding Professional Development for teachers. She thanked Mr. Villalta and Ms. Fitzpatrick for sharing their thoughts and opinions. She reiterated that there is nothing the Board can do about the Job Study, but acknowledged Mr. Villalta's difference of opinion about the parameters of the study and encouraged him to meet with his leadership team to express his concerns.

14. ADJOURNMENT

President Tabet adjourned the meeting at 9:07 p.m. in memory of Steve Campbell, Mim Oettinger, and Joyce Rudolph.

MINUTES APPROVED:

_____
MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

3/17/2022
_____
DATE

_____
EMILY WEISBERG, CLERK

UNADOPTED MINUTES OF THE BOARD OF EDUCATION
BURBANK UNIFIED SCHOOL DISTRICT

March 8, 2022

District Office
1900 W. Olive Avenue
Burbank, California

MEMBERS PRESENT:
Charlene Tabet
Steve Ferguson
Emily Weisberg
Armond Aghakhanian
Steve Frintner

Also present were Matt Hill, Superintendent; Debbie Kukta, Assistant Superintendent, Administrative Services; Sharon Cuseo, Assistant Superintendent, Instructional Services; John Paramo, Assistant Superintendent, Educational Services; and Sarah Niemann, Assistant Superintendent, Human Resources.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

President Tabet called the meeting to order at 6:00 p.m. John Paramo led the Pledge of Allegiance.

2. REQUESTS TO ADDRESS THE BOARD

2.a Public Communications on a Subject Within the Jurisdiction of the School Board

Joel Schlossman, parent, was called to speak. He thanked Member Aghakhanian for asking to have donors recognized as part of tonight's discussion. He scolded District staff and the Board for not providing Stefani McCoy's contact details on the District website. He related his version of the events that transpired at the end of the last regular Board of Education meeting held on March 3, 2022, when he confronted Ms. McCoy in the hallway outside of Council Chambers.

Alexandra Helfrich, BAEF Member, thanked the District for more than 30 years of partnership. She said her organization has provided more than $1,000,000 in donations to assist District students and school sites and that she was happy to answer any questions that staff or the Board Members may have.

2.b Superintendent's Comments and Responses

Superintendent Hill responded to Mr. Schlossman's allegations explaining that he does delete texts after he reads them and cannot provide them in response to a Public Records Request if he has already deleted them.

2.c Board Members' Comments and Responses

Clerk Weisberg said that Mr. Schlossman was way off base with his comment that Ms. McCoy “has a chip on her shoulder,” and said that she hopes in the future he will analyze his rationale for making the comments that he makes and ask himself whether or not they do anything to further the mission of educating Burbank students.

3. STUDY SESSION

3.a Budget Update

Matt Hill, Superintendent, introduced Debbie Kukta, Assistant Superintendent of Administrative Services, who utilized a PowerPoint presentation (OF 29,320) to provide an update on the District's budget, which included details of the growth of STRS/PERS over time and facilitated a discussion on employee compensation, as presented.

Exhibit 1 - STRS-PERS Over Time.pdf (OF 29,321)

3.b Study Session on Fundraising/Branding

Matt Hill, Superintendent, facilitated a Study Session addressing the following topics: (a) discussion on fundraising, including school site fundraising, Education Foundation, and outside groups; (b) discussion of giving certificates to donors at Board meetings; (c) discussion on branding and getting all logos copyrighted. The accompanying exhibit, 2021-22 Fundraising Priorities, which was first presented in July of 2021, helped guide this discussion, as presented.

The Board agreed that they would form a subcommittee with Vice President Ferguson and Member Frintner to revise policy and procedures for fundraising. The subcommittee will report back to the Board within two months.

2021-22 Fundraising Priorities.pdf (OF 29,322)

4) ADJOURNMENT

President Tabet adjourned the meeting at 7:45 p.m.

MINUTES APPROVED:

_____
MATTHEW HILL, SUPERINTENDENT
SECRETARY OF THE BOARD

3/17/2022
_____
DATE

_____
EMILY WEISBERG, CLERK

TO: Board of Education / Superintendent Consent 3/17/2022

SUBMITTED BY: Sarah Niemann, Assistant Superintendent, Human Resources Services

SUBJECT: Certificated Personnel - Report Number 21-22-14 It is recommended that the following appointments for Certificated Personnel be approved and/or ratified. All personnel will be properly elected in accordance with District policies and salary schedule.

RETIRING	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
FREDERIKSEN, ELIZABETH Disney Elementary School	Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2010000	100	RA:005 - ST:24	Began Service 10/15/1992	5/27/2022
HAMBRO, SHERYL Roosevelt Elementary School	Elementary Teacher - FTE:100%	01.0-00000.0-11100-11100-1110-2140000	100	RA:005 - ST:24	Began Service 9/1/1988	5/31/2022

RESIGNATION	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
GORDON, EMMA Washington Elementary School	Elementary Spec Ed Teacher SDC - Elementary - FTE:100%	01.0-65000.0-57602-11100-1110-2160000	100	STP: $2690	Began Service 10/08/2021	5/31/2022
BROWN, JENNIFER Harte Elementary School	Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2050000	100		Began Service 10/28/2013	2/24/2022
WELLENDORF, COLE Human Resources	Substitute Teacher Substitute Teacher	01.0-32130.0-11100-10000-1160-7559000	100		Began Service 8/16/2021	3/1/2022

RESIGNATION/POSITION	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
ALULEMA, KIMBERLY Childrens Center	Cc Teacher: School Age CC Teacher-9.5 months - FTE:43.8%	12.0-90602.0-11100-10000-1110-2020000	100		Will remain as CC sub teacher	3/4/2022

	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
GLENN, SUSAN Burroughs High School	Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-4320000 01.0-01500.0-11100-10000-1110-4320000	60 40	STP: $1345		6/30/2022
MORALES, FATIMA Luther Middle School	Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-3200000	100			5/27/2022

ELECTION: TEMPORARY	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
COGGI, MICHAEL Adult School	Teacher ILA - FTE:100%	01.0-74250.0-11100-10000-1110-57590000	100	RA:006 - ST:16 STP: $1345		3/2/2022 5/27/2022
OSMONSON, RUSS Adult School	Teacher ILA - FTE:100%	01.0-74250.0-11100-10000-1110-57590000	100	RA:005 - ST:16 STP: $1345		2/28/2022 5/27/2022
BARTOSIAK, EVE Stevenson Elementary School	Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2150000	100	RA:003 - ST:01		1/1/2022 5/27/2022
ROSS, DEIDRA Stevenson Elementary School	Teacher Elementary Teacher - FTE:100%	01.0-00000.0-11100-10000-1110-2150000	100	RA:003 - ST:01		1/1/2022 5/27/2022
MORAN, NAOMI Adult School	Teacher Ila Teacher - FTE:100%	01.0-74250.0-11100-10000-1110-5759000	100	RA:003 - ST:01 STP: $1345		2/8/2022 5/27/2022

CHANGE OF END DATE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
SMITH, KOURTNEY J Miller Elementary School	Long Term Sub Teacher Spec Ed	01.0-32130.0-11100-10000-1160-7559000	100			11/9/2021 2/28/2022
HAMDEN, RUSH Washington Elementary School	Long Term Sub Teacher 3rd Grade	01.0-32130.0-11100-10000-1160-7559000	100			2/1/2022 4/1/2022

LEAVE OF ABSENCE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
CM-0112-21, Human Resources	Leave of Absence - FTE:100%	01.0-00000.0-00000-27000-1312-2030000	100	RA:005 - ST:08 STP: $1229	To extend end date to 6/30/2022	2/1/2022 6/30/2022
CM-0113-21, Human Resources	Leave of Absence - FTE:100%	01.0-00000.0-00000-27000-1312-4310000	100	RA:02 - ST:08 STP: $2662	To extend end date to 6/30/2022	2/1/2022 3/4/2022
LOEWITH, GINA Stevenson Elementary School	Elementary Teacher Elementary Job Share - FTE:50%	01.0-00000.0-11100-10000-1110-2150000	100	RA:006 - ST:06	Parental Bonding LOA	4/6/2022 5/27/2022
KEELER, FRED Adult School	Independent Learning Academy Leave of Absence - FTE:100%	01.0-00000.0-11100-10000-1110-5750025	100	RA:006 - ST:12 STP: $1345	Parental Bonding LOA	2/10/2022 5/6/2022

RETURN FROM LEAVE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
ASSALI, HAYAT Adult School	Teacher: Adult School Adult Teacher	11.0-63910.0-41104-10000-1130-5330000	100	RA:001 - ST:03		12/17/2021

ELECTION: SUBSTITUTE	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE ENDING DATE
SCHINDLER, MARY Human Resources	Substitute Teacher Substitute Teacher	01.0-32130.0-11100-10000-1160-7559000	100	Salary Rate: $200/210		2/23/2022

ELECTION: LONG TERM SUBS	ASSIGNMENT	APPROPRIATION NUMBER	PCT	RATE OF PAY	REMARKS	EFFECTIVE DATE / ENDING DATE
OSMONSON, RUSS Human Resources	Long Term Sub Teacher ILA - English	01.0-00000.0-11100-10000-1160-7550000	100	Salary Rate: $279.02		2/4/2022 2/25/2022
RANA, DIANE Human Resources	Long Term Sub Teacher ILA - English	01.0-32130.0-11100-10000-1160-7559000	100	Salary Rate: $250.00		2/28/2022 4/29/2022
SMITH, KOURTNEY Washington Elementary School	Long Term Sub Teacher Spec Ed	01.0-32130.0-11100-10000-1160-7559000	100	Salary Rate: $250.00		3/1/2022 5/26/2022
LARSON, SUSAN Human Resources	Substitute Teacher 2nd Grade	01.0-00000.0-11100-10000-1160-7550000	100	Salary Rate: $279.02		11/5/2021 5/27/2022

BURBANK UNIFIED SCHOOL DISTRICT
Personnel Report No. 21-22-14

March 17, 2022
Certificated - Hourly

Name	Program/Site	Task/Project	Type	Rate	Hour Cap	Applicable Payrolls
Adams, Andria	Miller	Master Teacher Stipend	Stipend	$150.00	1	August
Aguila, Damaris	Instruct. Services	Other Hourly	Hourly	$33.77	2	December
Allen, Rebecca	Instruct. Services	Intervention Teaching	Hourly	$45.52	1	January
Alpert, Madeline	Instruct. Services	Other Hourly	Hourly	$33.77	6	February
Amit, Jaime	Instruct. Services	Other Hourly	Hourly	$33.77	6	January - May
Anderson, Kimberly	Instruct. Services	Intervention Planning	Hourly	$33.77	17	February
Artonian, Angela	CC	Additional Duties at assignment	Hourly	$23.88	40	November - December
Asmussen, Liann	Muir	Additional .2 FTE	Stipend	$1,679.49	4	February - May
Aviles, Johanna	Instruct. Services	Other Hourly	Hourly	$33.77	6	February
Badders, Randal	Instruct. Services	Additional .2 FTE	Stipend	$1,803.38	Monthly	January - May
Ballesteros, Nida	Roosevelt	Master Teacher Stipend	Stipend	$155.19	1	August
Ballesteros, Nida	Instruct. Services	Intervention Planning	Hourly	$33.77	16	February
Belivcau, Alyssa	Instruct. Services	Intervention Planning	Hourly	$33.77	27	February
Berich, Erin	Instruct. Services	Other Hourly	Hourly	$33.77	6	January - May
Bickleman, Chris	BHS	Other Hourly	Hourly	$33.77	2	December
Bowren, Stacey	Instruct. Services	Intervention Planning	Hourly	$33.77	30	February
Boyle, Holly	Edison	Master Teacher Stipend	Stipend	$75.00	1	August
Campbell, Rachell	Muir	Intervention Teaching	Hourly	$45.52	40	January – May
Carlton, Alexandra	JBHS	Other Hourly	Hourly	$33.77	2	December
Casper, Jennifer	Muir	Additional .2 FTE	Stipend	$1,778.93	4	February - May
Colman, Adam	BHS	Other Hourly	Hourly	$33.77	4.5	February
Cook, Jacob T.	JBHS	V.Swim Coach Stipend	Stipend	$1,647.66	3	February - April
Cooper, Rebecca	BHS	Other Hourly	Hourly	$33.77	2	December
Crespy, Amilyn	CC	Additional Duties at assignment	Hourly	$26.33	10	November - December
Crespy, Amilyn	CC	Additional Duties - OT	Hourly	$26.33	.5	November
Cuthbertson, Cinda	BHS	Other Hourly	Hourly	$33.77	2	December
Cutherbertson, Timothy	BHS	Other Hourly	Hourly	$33.77	2	December
Dagata, Patty	Washington	Master Teacher Stipend	Stipend	$150.00	1	August
Dam, Abigail	JBHS	Other Hourly	Hourly	$33.77	2	December
Davis, Scott	JBHS	Other Hourly	Hourly	$33.77	2	December
De La Torre, Malia	JBHS	Other Hourly	Hourly	$33.77	2	December

Diaz, Cynthia	BHS	Other Hourly	Hourly	$33.77	33.68	February
Dixon, Kevin	BHS	Other Hourly	Hourly	$33.77	2	December
Dixon, Kevin	BHS	Intervention Teaching	Hourly	$45.52	9	December
Dobbs, David	BHS	Other Hourly	Hourly	$33.77	2	December
Dorsey, Erin	Instruct. Services	Other Hourly	Hourly	$33.77	6	February
Dungereaux-Otis,Michelle	Instruct. Services	Other Hourly	Hourly	$33.77	6	February
El-Jabi, Mireille	JBHS	Other Hourly	Hourly	$33.77	2	December
Everhart, Gregory	JBHS	Master Teacher Stipend	Stipend	$75.00	1	August
Ferrera, Christopher	JBHS	Other Hourly	Hourly	$33.77	2	December
Gill, Danielle	Instruct. Services	Other Hourly	Hourly	$33.77	6	January - May
Given, Sarah	BHS	Master Teacher Stipend	Stipend	$75.00	1	August
Gregorczyk, Linda	Instruct. Services	Other Hourly	Hourly	$33.77	6	February
Grigorian, Grant	BHS	Other Hourly	Hourly	$33.77	1.5	February
Guyon, Jessica	BHS	Intervention Teaching	Hourly	$45.52	8	December
Hammell, Robert	BHS	Master Teacher Stipend	Stipend	$125.00	1	August
Hernandez, Amalia	Spec Ed	Master Teacher Stipend	Stipend	$150.00	1	August
Hess-Witucki, Margaret	Instruct. Services	Additional .2 FTE	Stipend	$1,803.38	Monthly	January - May
Hollingshed, Earl	JBHS	Other Hourly	Hourly	$33.77	2	December
Holubek, Carol	Monterey	Other Hourly	Hourly	$33.77	2	December
Hood, Larvell	Instruct. Services	Intervention Teaching	Hourly	$45.52	1	February
Howitt, Elayne	Instruct. Services	Additional .2 FTE	Stipend	$1,803.38	Monthly	January - May
Hyslop, Mary	Instruct. Services	Intervention Planning	Hourly	$33.77	25.25	February
Ivankovic, Patricia	Instruct. Services	Additional .2 FTE	Stipend	$1,803.38	Monthly	January - May
Jalian, Yvette	Instruct. Services	Intervention Planning	Hourly	$33.77	13	February
Junkermeier, Joshua	BHS	Other Hourly	Hourly	$33.77	2	December
Kelly, Laury	Instruct. Services	Intervention Planning	Hourly	$33.77	60.5	February
Knatcal, David	JBHS	Other Hourly	Hourly	$33.77	2	December
Knoop, Julie	JBHS	Other Hourly	Hourly	$33.77	2	December
Kovner, Danielle	Instruct. Services	Intervention Planning	Hourly	$33.77	10	February
Lee, Robert	Muir	Additional .2 FTE	Stipend	$1,627.47	4	February - May
Liebersback, Nancy	JBHS	Other Hourly	Hourly	$33.77	2	December
Madera, Cynthia	Miller	Master Teacher Stipend	Stipend	$100.00	1	August
Madooglu, Kevork	JBHS	Other Hourly	Hourly	$33.77	2	December
Marinelli, Jean	Instruct. Services	Intervention Teaching	Hourly	$45.52	12	February
Mazur, Ruby	McKinley	Intervention Planning	Hourly	$33.77	10	January - May
Mazur, Ruby	McKinley	Intervention Teaching	Hourly	$45.52	20	January - May
Mendez, Erik	BHS	Other Hourly	Hourly	$33.77	2	December
Menke, Erica	Instruct. Services	Intervention Planning	Hourly	$33.77	12	February
Miller, Kimbra	Spec Ed	Intervention Teaching	Hourly	$45.52	50	February – June
Miller, Kimbra	Spec Ed	Other Hourly	Hourly	$33.77	4.5	February - June

Mohler, Chez-E-Rae	Roosevelt	Intervention Planning	Hourly	$33.77	22	November – January
Mohler, Chez-E-Rae	Roosevelt	Other Hourly	Hourly	$33.77	3	February
Murphy, Allison	BHS	Intervention Planning	Hourly	$45.52	6	December
Oganyan, Vicky	JBHS	Other Hourly	Hourly	$33.77	2	December
Olfati, Golak	Instruct. Services	Other Hourly	Hourly	$33.77	6	January - May
Perez, Kimberly	Instruct. Services	Intervention Planning	Hourly	$33.77	5	February
Perry, Barbara	BHS	Intervention Teaching	Hourly	$45.52	11	December
Popiel, Matt	JBHS	Other Hourly	Hourly	$33.77	2	December
Reardon, Michelle	CDS	Other Hourly	Hourly	$33.77	2	December
Reaves, Harvey	BHS	Other Hourly	Hourly	$33.77	1.5	February
Rivas, Fredi	Adult	Additional Weekly Assignment	Hourly	$44.72	80	February - May
Rog, Christine	Spec Ed	Master Teacher Stipend	Stipend	$500.00	1	August
Ruback, Sharyl	Instruct. Services	Additional .2 FTE	Stipend	$1,482.04	Monthly	January - May
Schwartz, Sarah	Edison	Master Teacher Stipend	Stipend	$75.00	1	August
Seale, Andrea	Instruct. Services	Intervention Planning	Hourly	$33.77	16	February
Shea, James	BHS	Other Hourly	Hourly	$33.77	2	December
Simonds, Gregory	BHS	Other Hourly	Hourly	$33.77	2	December
Smith, Candace	Edison	Intervention Teaching	Hourly	$45.52	180	February – May
Smith, Candace	Edison	Intervention Planning	Hourly	$33.77	22	February - May
Smith, Doug	BHS	Other Hourly	Hourly	$33.77	2	December
Solorzano, Diana	Edison	Master Teacher Stipend	Stipend	$100.00	1	August
Strawn, Kathryn	McKinley	Intervention Planning	Hourly	$33.77	8	January - May
Strawn, Kathryn	McKinley	Intervention Teaching	Hourly	$45.52	20	January - May
Takou, Eddy	JBHS	Other Hourly	Hourly	$33.77	2	December
Tineo, Deidra	Jefferson	Class Coverage	Hourly	$46.60	6	January
Tobin, Jill	JBHS	Other Hourly	Hourly	$33.77	2	December
Topalian, Talar	Instruct. Services	Intervention Planning	Hourly	$33.77	27	February
Toscano, Judith	McKinley	Intervention Planning	Hourly	$33.77	10	January - May
Toscano, Judith	McKinley	Intervention Teaching	Hourly	$45.52	20	January - May
Troutman, Rachel	Spec Ed	Master Teacher Stipend	Stipend	$150.00	1	August
Tubbs, Margarita	Instruct. Services	Intervention Planning	Hourly	$33.77	13	February
Tubbs, Margarita	Instruct. Services	Intervention Teaching	Hourly	$45.52	1	February
Van Aalsburg, Allison	Instruct. Services	Intervention Planning	Hourly	$33.77	1	February
Vanloo, Brendhen	JBHS	Other Hourly	Hourly	$33.77	2	December
Varma, Arti	Instruct. Services	Intervention Planning	Hourly	$33.77	16	February
Varma, Arti	Instruct. Services	Other Hourly	Hourly	$33.77	6	February
Vasilescu, Luliana	Instruct. Services	Other Hourly	Hourly	$33.77	6	January - May
Vournas, Anastasia	Muir	Additional .2 FTE	Stipend	$1,778.93	4	February - May
Waters. Melissa	Instruct. Services	Intervention Planning	Hourly	$33.77	24.5	February
Waters, Melissa	Instruct. Services	Additional .2 FTE	Stipend	$1,679.49	Monthly	February - May

Williamson, Terry	Roosevelt	Class Coverage	Hourly	$46.60	6	January
Wright, Rhonda	Instruct. Services	Intervention Planning	Hourly	$33.77	7.75	February
Young, Amber	McKinley	Intervention Planning	Hourly	$33.77	10	January – May
Young, Amber	McKinley	Intervention Teaching	Hourly	$45.52	20	January - May
Zecena-Rubio, Debora	Instruct. Services	Other Hourly	Hourly	$33.77	6	February
Zinalvand, Ayda	CC	Additional Duties - OT	Hourly	$23.88	2	November

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Retirement								
SARKISSIAN, Vanoohi	Instructional Assistant – Children's Center	12.0-90603.0-00010-10000-2110-5300000	.7813	32-VI	A	03-03-22		Children's Center Began service 06-23-99
Resignation								
SANDOVAL, Melanie	Instructional Assistant – Severely Impaired	01.0-33100.0-57601-11100-2110-2143000	.75	35-I	D	02-07-22		Roosevelt Elementary
Leave								
AGUILAR, Patricia	Custodian	01.0-00100.0-00000-82100-2210-4320000	1.0	35-VI	A	01-31-22	02-14-22	Burroughs High School Home Responsibility
CL 0107 22		01.0-00100.0-00000-82100-2210-4320000	1.0	35-VI	A	01-18-22	01-30-22	Human Resources
Additional Assignment								
ISAIAN, Helen	Instructional Assistant – Children's Center	12.0-90602.0-11100-10000-2110-2100000	.1875	32-VI	D	03-01-22		Miller Around the Bell
Change of Assignment – Classification/Location/FTE								
DIAZ, Esperanza M.	Intervention Specialist For At Risk Students	01.0-01500.0-00000-31100-2210-7420000	1.0	53-V	D	02-19-22		Emerson Elementary
WILLIAMS, Julie	Instructional Assistant	01.0-00000.0-11100-10000-2110-2020000	.3125	30-VI	D	02-15-22		Edison Elementary
ZEPEDA SALAZAR, Susan	Elementary School Aide	01.0-00000.0-11100-10009-2910-2162000	.4940	27-III	D	02-15-22		Washington Elementary
KRIKOURIAN, Karineh	Office Technician-	01.0-02200.0-32000-27000-2410-5300000	8.00	35-III	F	01-31-22		Monterey High School
Election – Monthly								
HARTOUN MARDIRSAN, Odet	Instructional Assistant – Children's Center	12.0-90602.0-11100-10000-2110-2140000		32-VI	D	02-22-22		Roosevelt Around the Bell
MORALES, Miguel	Instructional Technology Media Specialist	01.0-00000.0-00000-24200-2210-2152000		38-I	D	03-02-22		Stevenson Elementary
REYES, Annette	Elementary School Aide	01.0-00000.0-11100-10009-2910-2132000		27-I	D	03-02-22		Providencia Elementary

Basis: A= 12 months, B= 11 months, C= 10 months, D= 9 months, E= Adult School employee working less than 10 months, F= Short-term employees, assigned to provide services which will not be needed on a continuing basis, G= Substitute, H= Long term substitute, I= Temporary reclassification.

Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Monthly (Continued)								
SHAHOOMIAN, Talin	Instructional Technology Media Specialist	01.0-00000.0-00000-24200-2210-2102000		38-I	D	02-28-22		Miller Elementary
UNDORF, Shoushan	Instructional Technology Media Specialist	01.0-00000.0-00000-24200-2210-2022001		38-I	D	03-02-22		Edison Elementary
Election – Hourly								
ALEGRIA, Hector	School Safety/Utility Custodian	01.0-00100.0-00000-82100-2260-7520001		35-V	A	01-26-22	01-26-22	Burroughs High School
ALEGRIA, Hector	School Safety/Utility Custodian	01.0-00100.0-00000-82100-2260-7520001		35-V	A	02-15-22	02-15-22	Burroughs High School
ALEGRIA, Hector	School Safety/Utility Custodian	01.0-00100.0-00000-82100-2260-7520001		35-V	A	02-16-22	02-16-22	Burroughs High School
ALVAREZ, Carlos	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-VI	A	02-02-22	02-03-22	Burroughs High School
ALVAREZ, Margarita	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-VI	A	02-06-22	02-02-22	Burbank High School
AVINA, Manuel	Senior Custodian	01.0-00100.0-00000-82100-2260-7520001		36-VI	A	01-29-22	01-29-22	Providencia Elementary
AVINA, Manuel	Senior Custodian	01.0-00100.0-00000-82100-2260-7520001		36-VI	A	02-07-22	02-07-22	Providencia Elementary
AVINA, Manuel	Senior Custodian	01.0-00100.0-00000-82100-2260-7520001		36-VI	A	02-09-22	02-09-22	Providencia Elementary
AVINA, Manuel	Senior Custodian	01.0-00100.0-00000-82100-2260-7520001		36-VI	A	02-10-22	02-10-22	Providencia Elementary
AVINA, Manuel	Senior Custodian	01.0-00100.0-00000-82100-2260-7520001		36-VI	A	02-11-22	02-11-22	Providencia Elementary
AVINA, Manuel	Senior Custodian	01.0-00100.0-00000-82100-2260-7520001		36-VI	A	02-15-22	02-15-22	Providencia Elementary
AVINA, Manuel	Senior Custodian	01.0-00100.0-00000-82100-2260-7520001		36-VI	A	02-16-22	02-16-22	Providencia Elementary
CASTILLO-CABRERA, Jose	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-VI	A	02-05-22	02-05-22	Burbank High School
CASTILLO-CABRERA, Jose	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-VI	A	02-13-22	02-13-22	Burbank High School
CASTILLO-CABRERA, Jose	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-VI	A	02-19-22	02-19-22	Burbank High School

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly (Continued)								
CELIS, Juan	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	01-31-22	01-31-22	Jefferson Elementary
CELIS, Juan	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	02-01-22	02-01-22	Jefferson Elementary
CELIS, Juan	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	02-07-22	02-11-22	Jefferson Elementary
CLARK Tristan	Plant Engineer	01.0-81500.0-00000-81100-2240-7523100		56-VI	A	01-29-22	01-29-22	Facilities Services
CORDOVA, Oscar	Senior Custodian	01.0-00100.0-00000-82100-2260-7520001		36-VI	A	02-12-22	02-12-22	Stevenson Elementary
CORDOVA, Oscar	Senior Custodian	01.0-00100.0-00000-82100-2260-7520001		36-VI	A	02-19-22	02-19-22	Stevenson Elementary
CORDOVA, Oscar	Senior Custodian	01.0-00100.0-00000-82100-2260-7520001		36-VI	A	02-22-22	02-22-22	Stevenson Elementary
CORNEJO, Yolanda	Instructional Assistant – Children's Center Infant	12.0-90603.0-00010-10000-2130-5300000		32-VI	D	02-01-22	02-28-22	Children's Center
COVA, Jaime	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-VI	A	02-11-22	02-11-22	Harte Elementary
DE LEON, Oscar	Lead Custodian-Secondary	01.0-00100.0-00000-82100-2260-7520001		40-VI	A	02-12-22	02-12-22	Burbank High School
DIAZ, Juan Carlos	Senior Custodian	01.0-00100.0-00000-82100-2260-7520001		36-VI	A	02-04-22	02-04-22	McKinley Elementary
EVARTRAZIAN, Alice	Instructional Assistant – Children's Center Infant	12.0-90603.0-00010-10000-2130-5300000		32-VI	D	02-01-22	02-28-22	Children's Center
FONAROW, Laura	Discrete Trial Facilitator	01.0-30100.0-11100-10012-2130-3219000		40-IV	D	02-02-22	05-27-22	Huerta Middle School
GARABEDIAN, Silvia	Instructional Assistant – English Language Development	01.0-01500.0-00000-27000-2950-7422000		32-V	D	02-01-22	05-26-22	Miller Elementary School
GOULET, Amy	School Office Manager – Elementary	01.0-00000.0-00000-27000-2440-2141000		43-V	C	01-01-22	02-06-22	Roosevelt Elementary
GRAIR, Nivine	Elementary School Aide	01.0-00000.0-11100-10009-2930-2061000		27-VI	D	02-01-22	05-31-22	Jefferson Elementary
HERRERA, Ignacio	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-IV	A	02-18-22	02-18-22	Luther Middle School
ISAIAN, Helen	Instructional Assistant – Children's Center	12.0-90602.0-11100-10000-2130-2030000		32-VI	D	01-31-22	01-31-22	Children's Center
ISAIAN, Helen	Instructional Assistant – Children's Center	12.0-90602.0-11100-10000-2130-2060000		32-VI	D	02-01-22	02-28-22	Children's Center

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly (Continued)								
JIMENEZ, Paola	Serving Kitchen Operator	13.0-53100.0-00000-37000-2230-2060000		32-VI	D	02-01-22	05-26-22	Jefferson Elementary
KHACHATOURIANS, Klara	Instructional Assistant – Primary Language Support	01.0-4203-.0-47600-24950-2950-7429000		31-III	D	02-01-22	02-28-22	Emerson Elementary
LEDEZMA Reina	Lead Custodian-Secondary	01.0-00100.0-00000-82100-2260-7520001		40-VI	A	02-05-22	02-05-22	Luther Middle School
LEDEZMA Reina	Lead Custodian-Secondary	01.0-90708.0-81000-50002-2240-7528000		40-VI	A	02-06-22	02-06-22	Luther Middle School
LEDEZMA Reina	Lead Custodian-Secondary	01.0-90708.0-81000-50002-2240-7528000		40-VI	A	02-12-22	02-12-22	Luther Middle School
LEDEZMA Reina	Lead Custodian-Secondary	01.0-00100.0-00000-82100-2260-7520001		40-VI	A	02-13-22	02-13-22	Luther Middle School
MARTINEZ, Marvin	HVAC Mechanic	01.0-81500.0-00000-81100-2240-7523100		56-VI	A	02-05-22	02-05-22	Facilities Services
MACIAS Romero, Oscar	Custodian	01.0-00100.0-00000-82100-2260-7520001		36-VI	A	02-09-22	02-09-22	Edison Elementary
MELIKIAN, Lilia	Instructional Assistant	12.0-90602.0-11100-10000-2130-2010000		32-VI	D	02-01-22	02-28-22	Children's Center
MIRZAKHANIAN, Alice	Instructional Assistant – Children's Center	12.0-90602.0-11100-10000-2130-2160000		32-VI	D	12-01-21	12-13-21	Children's Center
MIRZAKHANIAN, Alice	Instructional Assistant – Children's Center	12.0-90602.0-11100-10000-2130-2160000		32-VI	D	02-01-22	02-28-22	Children's Center
MIRZAKHANIAN, George	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-V	A	02-07-22	02-07-22	Burbank High School
MIRZAKHANIAN, George	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-V	A	02-08-22	02-08-22	Burbank High School
MOYA, Edward	Elementary School Aide	01.0-00000.0-11100-10009-2930-2061000		27-VI	D	02-01-22	05-31-22	Jefferson Elementary
NGUYEN-MAI, Yen	Instructional Assistant – Children's Center	12.0-90602.0-11100-10000-2130-2100000		32-VI	D	02-01-22	02-28-22	Children's Center
OLIVER, Allison	Elementary School Aide	01.0-00000.0-11100-10009-2930-2061000		27-I	D	02-01-22	05-31-22	Jefferson Elementary
OLMOS, David	HVAC Mechanic	01.0-81500.0-00000-81100-2240-7523100		56-VI	A	02-05-22	02-05-22	Facilities Services

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly (Continued)								
PEREZ, Joseph	Lead Custodian, Secondary	01.0-00100.0-00000-82100-2260-7520001		40-VI	A	02-10-22	02-10-22	Burbank High School
PEREZ, Joseph	Lead Custodian, Secondary	01.0-90708.0-81000-50002-2240-7528000		40-VI	A	02-10-22	02-10-22	Burbank High School
PEREZ, Joseph	Lead Custodian, Secondary	01.0-90711.0-81000-50002-2240-4318000		40-VI	A	02-21-22	02-21-22	Burbank High School
POZOS, Salvador	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-VI	A	01-31-22	01-31-22	Stevenson Elementary
POZOS, Salvador	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-VI	A	02-01-22	02-01-22	Stevenson Elementary
POZOS, Salvador	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-VI	A	02-10-22	02-10-22	Luther Middle School
POZOS, Salvador	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-VI	A	02-15-22	02-15-22	Luther Middle School
POZOS, Salvador	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-VI	A	02-18-22	02-18-22	Luther Middle School
POZOS, Salvador	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	02-19-22	02-19-22	Luther Middle School
PRECIADO, Gabriela	Elementary School Aide	01.0-00000.0-11100-10009-2930-2061000		27-VI	D	02-01-22	05-31-22	Jefferson Elementary
RAMOS, Jasselet Y Merino	Custodian	01.0-90708.0-81000-50002-2240-7528000		35-VI	A	02-11-22	02-11-22	Burbank High School
RECCHIA, Keith	Facilities Worker	01.0-81500.0-00000-81100-2240-7523100		44-VI	A	02-05-22	02-05-22	Facilities Services
RIOS, Lydia	Instructional Assistant – Children's Center	12.0-90602.0-11100-10000-2130-2050000		32-VI	D	02-01-22	02-28-22	Children's Center
RIVAS, Yvonne	Instructional Assistant – Children's Center	12.0-90602.0-11100-10000-2130-2140000		32-VI	D	02-01-22	02-28-22	Children's Center
SERMENO, Estela	Community Resource Assistant	01.0-01500.0-00000-27000-2950-7422000		31-VI	D	02-22-22	05-26-22	Miller Elementary
TAGMAZYAN, Anna	Community Resource Assistant	01.0-01500.0-00000-27000-2950-7422000		31-VI	D	02-22-22	05-26-22	Miller Elementary
TORRES, Consuelo	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-VI	A	01-28-22	01-28-22	Burbank High School
TORRES, Consuelo	Custodian	01.0-00100.0-00000-82100-2260-7520001		35-VI	A	02-07-22	02-07-22	Burbank High School

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Hourly (Continued)								
VASQUEZ, Jose	Campus Supervision Assistant	01.0-00000.0-00000-83000-2230-3211000		35-I	D	01-24-22	05-27-22	Huerta Middle School
WEINMULLER, Jodi	Elementary School Aide	01.0-00000.0-11100-10009-2930-2061000		27-I	D	02-01-22	05-31-22	Jefferson Elementary
Election – Student Helpers								
BETANCOURT, Marco	YETP Student Helper	01.0-58100.0-57602-11100-2933-7440000		$15.00	G	02-09-22	06-30-22	Special Education
CAMPBELL, Thomas	YETP Student Helper	01.0-58100.0-57602-11100-2933-7440000		$15.00	G	02-01-22	06-30-22	Special Education
HOLLAND, Alaiyah	Student Helper	13.0-53100.0-00000-37000-2933-4310000		$15.00	G	01-03-22	05-25-22	Burbank High School
KNUTSON, Dylan	Student Helper	13.0-53100.0-00000-37000-2933-4320000		$15.00	G	01-27-22	05-25-22	Burbank High School
GUEVARA-MICHEL, Adrian	YETP Student Helper	01.0-58100.0-57602-11100-2933-7440000		$15.00	G	02-01-22	06-30-22	Special Education
PINNT, Xander	YETP Student Helper	01.0-58100.0-57602-11100-2933-7440000		$15.00	G	01-26-22	06-30-22	Special Education
SALAZAR GARRIDO, Aldo	YETP Student Helper	01.0-58100.0-57602-11100-2933-7440000		$15.00	G	02-23-22	06-30-22	Special Education
Election – Walk on Coach								
CALDWELL, Matt	Short Term Athletic	01.0-90901.0-15001-42000-2171-4318100		$14.00	F	11-01-21	11-30-21	Burbank High School
KAITZ, Cole Reiter	Short Term Athletic	01.0-00000.0-15001-42000-2171-4320000		$15.00	F	02-01-22	04-30-22	Burroughs High School
MARBACH, Daniel	Short Term Athletic	01.0-00000.0-15001-42000-2171-4320000		$15.00	F	02-01-22	04-30-22	Burroughs High School
OROZCO, Orasio	Short Term Athletic	01.0-00000.0-15001-42000-2171-4320000		$15.00	F	02-01-22	04-30-22	Burroughs High School
ORTEGA-JENNISON, Martin Ryan	Short Term Athletic	01.0-00000.0-15001-42000-2171-4320000		$15.00	F	02-01-22	04-30-22	Burroughs High School
STRANG, Sheila	Short Term Athletic	01.0-00000.0-15001-42000-2171-4320000		$15.00	F	02-01-22	04-30-22	Burroughs High School
SUAREZ GOMEZ, Aide	Short Term Athletic	01.0-00000.0-15001-42000-2171-4310000		$15.00	F	09-01-21	5-27-22	Burroughs High School
UVAS, Ian	Short Term Performing Arts	01.0-90201.0-17006-41002-2171-4328500		$15.00	F	01-03-22	01-31-22	Burroughs High School

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Name	Position	Program/Site	%Time FTE	Range & Step	Basis	Effective Date	Ending Date	Remarks
Election – Walk on Coach (Continued)								
VILLEGAS, Sandra	Short Term Performing Arts	01.0-90201.0-17006-41002-2171-4328500		$15.00	F	01-03-22	01-31-22	Burroughs High School

Signature Sarah Niemann

Title: Assistant Superintendent, Human Resources Services

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BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

Printed between 02/08/2022 & 02/21/2022

PO Number	Vendor	Description	Site	Fund	Total Amount
22000404	P & R PAPER SUPPLY COMPANY	C/O 2: INCREASE BY $25,000.00; 2021-22 BLANKET ORDER; CAFETERIA SUPPLIES & PAPER GOODS; SAN GABRIEL VALLEY FOOD SERVICES CO-OP RFP; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FOOD SERVICES	130	$100,000.00
22000406	GALASSO'S BAKERY	C/O 2: REDUCE BY $25,000.00; 2021-22 BLANKET ORDER; BAKERY PRODUCTS; SAN GABRIEL VALLEY FOOD SERVICES CO-OP RFP; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FOOD SERVICES	130	$30,000.00
22000606	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	C/O 1: REDUCE BY $271.15; 2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES; CHILD DEVELOPMENT FUNDS	WASHINGTON CHILDREN´S CENTER	120	$1,728.85
22000607	SOUTHWEST SCHOOL & OFFICE SUPPLY	C/O 1: INCREASE BY $271.15; 2021-22 BLANKET ORDER; OFFICE AND CLASSROOM SUPPLIES; CHILD DEVELOPMENT FUNDS	WASHINGTON CHILDREN´S CENTER	120	$1,271.15
22000677	CHILDCARE CAREERS LLC	C/O 2: INCREASE BY $6,000.00; 2021-2022 BLANKET ORDER; SUBSTITUTE SERVICES; CHILD DEVELOPMENT FUNDS	CHILD DEVELOPMENT SERVICES	120	$18,000.00
22000867	SHIFFLER EQUIPMENT SALES, INC	C/O 1: CANCEL ORDER; FACILITY REPAIR MATERIAL	FACILITIES SERVICES	010	$133.89
22001706	PROTOCOL AGENCY, INC.	C/O 1: ADD NEW ACCOUNT STRING; PROFESSIONAL SERVICES AGREEMENT; NURSING STAFF; DPH-COVID TESTING FUNDS; BOARD APPROVED 10/7/21	INSTRUCTIONAL SERVICES	010	$400,000.00
22001719	UNITED NURSING INTERNATIONAL	C/O 1: ADD NEW ACCOUNT STRING; PROFESSIONAL SERVICES AGREEMENT; NURSING STAFF; DPH-COVID TESTING FUNDS; BOARD APPROVED 10/7/21	INSTRUCTIONAL SERVICES	010	$400,000.00
22001790	AUSTIN TEXAS LEARNING GROUP LLC	C/O 1: INCREASE BY $17,000 & EXTEND TERM - BD 1/20/22; CONSULTANT AGREEMENT; CREDENTIALED TEACHER FOR LANGUAGE ENRICHMENT AUTISM PROGRAM; SPECIAL EDUCATION FUNDS; BOARD APPROVED 10/7/21	SPECIAL EDUCATION	010	$73,525.00
22002284	PREMIER PIPE	C/O 1: CANCEL ORDER; DIG UP AND REPLACE MAIN SEWER LINE AT DISNEY ELEMENTARY; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$0.01
22002294	READ TO THEM INC.	C/O 1: CANCEL ORDER; BOOKS; GIFT FUNDS	ROOSEVELT ELEMENTARY	010	$0.01
22002334	AMAZON CAPITAL SERVICES	C/O 1: ORDER REPLACEMENT; CLASSROOM SUPPLIES; TITLE I FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$133.82
22002363	LIBRE SCHOOL SERVICES	C/O 1: CANCEL ORDER; STUDENT TRANSPORTATION; ACCOUNTS RECEIVABLE FUNDS	MUIR MIDDLE SCHOOL	010	$850.00

Printed between 02/08/2022 & 02/21/2022

PO Number	Vendor	Description	Site	Fund	Total Amount
22002488	AMAZON CAPITAL SERVICES	C/O 1: ORDER REPLACEMENT; CLASSROOM SUPPLIES; SPECIAL EDUCATION FUNDS	WASHINGTON ELEMENTARY	010	$194.26
22002536	UME FEDERAL CREDIT UNION	TECHNOLOGY SUPPLIES; TITLE I FUNDS	WASHINGTON ELEMENTARY	010	$99.23
22002586	NEWSELA, INC.	SOFTWARE LICENSE; ESSA CSI COMPREHENSION GRANT	MONTEREY HIGH SCHOOL	010	$3,250.00
22002587	FIELDTURF USA INC	WEAR REPAIRS AT BURBANK HIGH SCHOOL; CITY OF BURBANK-ATHLETIC FIELD FUNDS	FACILITIES SERVICES	010	$1,014.29
22002589	MIMEO.COM INC.	INSTRUCTIONAL MATERIALS; ESSER II FUNDS	INSTRUCTIONAL SERVICES	010	$93.71
22002590	AMAZON CAPITAL SERVICES	REPAIR SUPPLIES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES SERVICES	010	$42.14
22002591	UNIVERSAL ASPHALT CO	CRACK PATCHING ON PLAYGROUND AT ROOSEVELT ES; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES SERVICES	010	$13,975.00
22002592	GOPHER SPORT	PLAYGROUND SUPPLIES	EMERSON ELEMENTARY	010	$215.90
22002593	MAXIM HEALTHCARE SERVICES, INC	CONSULTANT AGREEMENT; HEALTH SERVICES; DPH COVID TESTING FUNDS; BOARD APPROVED 12/16/21	Student Services	010	$75,000.00
22002594	HOWARD, COREY	REIMBURSEMENT TO TITLE I COORDINATOR FOR STAFF GIFTS; MAA FUNDS	MUIR MIDDLE SCHOOL	010	$40.00
22002595	SHERWOOD FOREST FARMS	FUNDRAISING SUPPLIES; GIFT FUNDS	JEFFERSON ELEMENTARY	010	$2,798.45
22002596	TOPALIAN, TALAR	REIMBURSEMENT TO CURRICULUM SPECIALIST FOR INSTRUCTIONAL MATERIALS; ESSER II FUNDS	PROVIDENCIA ELEMENTARY	010	$163.40
22002597	CELAYA, CATHERINE	REIMBURSEMENT TO ASSISTANT PRINCIPAL FOR STUDENT REWARDS; MAA FUNDS	MUIR MIDDLE SCHOOL	010	$455.45
22002598	DE BARROS, SANDRA	CONSULTANT AGREEMENT; ASSISTANCE WITH SCHOOL SAFETY PLANS; BOARD APPROVED 1/20/22	INSTRUCTIONAL SERVICES	010	$13,000.00
22002599	STERN, MERIEL	CONSULTANT AGREEMENT; ART INSTRUCTION; GIFT FUNDS; BOARD APPROVED 2/3/22	STEVENSON ELEMENTARY	010	$3,600.00
22002600	CRESTRON ELECTRONICS INC	TECHNOLOGY REPAIRS FOR EDISON & PROVIDENCIA	EDISON ELEMENTARY	010	$666.00
22002601	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; SELF SUPP CHILDCARE - FULL COST FUNDS	CHILD DEVELOPMENT SERVICES	120	$80.74
22002602	AMAZON CAPITAL SERVICES	BOOKS; GIFT FUNDS	INSTRUCTIONAL SERVICES	010	$704.50
22002603	REFRIGERATION HARDWARE SUPPLY CORP	FOOD SERVICE REPAIR MATERIAL; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FACILITIES PLANNING SERVICES	130	$130.65
22002604	REFRIGERATION HARDWARE SUPPLY CORP	FOOD SERVICE REPAIR MATERIAL; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FACILITIES PLANNING SERVICES	130	$306.54

Printed between 02/08/2022 & 02/21/2022

PO Number	Vendor	Description	Site	Fund	Total Amount
22002605	MONTGOMERY HARDWARE COMPANY	INSTALL METAL DOUBLE DOORS IN KITCHEN AT DOLORES HUERTA MS; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$4,650.73
22002606	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES; SPECIAL EDUCATION FUNDS	SPECIAL EDUCATION	010	$22.08
22002607	UME FEDERAL CREDIT UNION	CLASSROOM SUPPLIES; SPECIAL EDUCATION FUNDS	PROVIDENCIA ELEMENTARY	010	$228.32
22002608	BOYLE, HOLLY	REIMBURSEMENT TO TEACHER FOR CLASSROOM SUPPLIES; GIFT FUNDS	EDISON ELEMENTARY	010	$110.44
22002609	ROBERTS, ROBYN	REIMBURSEMENT TO PTA MEMBER FOR SUPPLIES; GIFT FUNDS	EDISON ELEMENTARY	010	$33.95
22002610	WILLIAM V MACGILL & COMPANY	HEALTH SUPPLIES	WASHINGTON ELEMENTARY	010	$98.31
22002611	KAPLAN SCHOOL SUPPLY CORP KAPLAN EARLY LEARNING	CLASSROOM SUPPLIES; SPECIAL EDUCATION FUNDS	PROVIDENCIA ELEMENTARY	010	$116.45
22002612	PTM DOCUMENT SYSTEMS	CUSTOM PRINTED GRADE MAILERS; UNRESTRICTED & ACCOUNTS RECEIVABLE FUNDS	VARIOUS SITES	010	$2,571.03
22002613	SPORTS FACILITIES GROUP INC	BLEACHER REPAIR AT JOHN BURROUGHS HIGH SCHOOL; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$1,995.00
22002617	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	MUIR MIDDLE SCHOOL	010	$99.27
22002618	AMAZON CAPITAL SERVICES	BOOKS	ROOSEVELT ELEMENTARY	010	$40.56
22002619	BEST BUY GOV LLC	CLASSROOM SUPPLIES; SELF SUPP CHILDCARE - FULL COST FUNDS	CHILD DEVELOPMENT SERVICES	120	$131.07
22002620	AMAZON CAPITAL SERVICES	FUNDRAISING SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$497.54
22002621	KELVIN LP	INSTRUCTIONAL MATERIALS	JOHN BURROUGHS HIGH SCHOOL	010	$466.30
22002622	PEARSON ASSESSMENT	TESTING MATERIALS; SPECIAL EDUCATION FUNDS	SPECIAL EDUCATION	010	$1,029.61
22002623	SCHOLASTIC INC.	MAGAZINE SUBSCRIPTION	JOHN BURROUGHS HIGH SCHOOL	010	$417.56
22002624	RUSSELL SIGLER INC	HVAC EQUIPMENT; ON-GOING AND MAJOR MAINTENANCE FUNDS	FACILITIES PLANNING SERVICES	010	$8,692.11
22002625	MARENEM INC	INSTRUCTIONAL MATERIALS; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$131.07
22002626	BAUDVILLE INC	STUDENT AWARDS; FILM LA FUNDS	MONTEREY HIGH SCHOOL	010	$111.23
22002627	REFRIGERATION SUPPLIES DIST	FOOD SERVICE REPAIR MATERIALS; CHILD NUTRITION SCHOOL PROGRAM FUNDS	FACILITIES PLANNING SERVICES	130	$230.78
22002628	RIOS, MARTHA	REIMBURSEMENT TO TEACHER FOR INSTRUCTIONAL SUPPLIES	DOLORES HUERTA MIDDLE SCHOOL	010	$48.53
22002629	BRUZA, CRYSTAL	REIMBURSEMENT TO TEACHER FOR CLASSROOM SUPPLIES	DOLORES HUERTA MIDDLE SCHOOL	010	$31.71
22002630	AREY JONES EDUCATIONAL SOLUTIONS	TECHNOLOGY SUPPLIES; ADULT EDUCATION-BLOCK GRANT FUNDS	BURBANK ADULT SCHOOL	110	$5.51

BOARD DETAIL REPORT

Printed between 02/08/2022 & 02/21/2022

PO Number	Vendor	Description	Site	Fund	Total Amount
22002631	AMAZON CAPITAL SERVICES	INSTRUCTIONAL SUPPLIES; SPECIAL EDUCATION FUNDS	EMERSON ELEMENTARY	010	$7.71
22002632	AMAZON CAPITAL SERVICES	ART SUPPLIES	DOLORES HUERTA MIDDLE SCHOOL	010	$276.22
22002633	AMAZON CAPITAL SERVICES	BOOK	JEFFERSON ELEMENTARY	010	$11.84
22002634	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$139.69
22002635	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$114.53
22002636	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$9.91
22002637	AMAZON CAPITAL SERVICES	INSTRUCTIONAL EQUIPMENT; SPECIAL EDUCATION FUNDS	MUIR MIDDLE SCHOOL	010	$266.32
22002638	AMAZON CAPITAL SERVICES	HEALTH & CLASSROOM SUPPLIES	JEFFERSON ELEMENTARY	010	$474.45
22002639	OFFICE DEPOT/ BUSINESS SERVICES DIVISION	CLASSROOM SUPPLIES; SPECIAL EDUCATION FUNDS	HORACE MANN CENTER	010	$107.35
22002641	LIBRE SCHOOL SERVICES	STUDENT TRANSPORTATION; ATHLETICS	JOHN BURROUGHS HIGH SCHOOL	010	$1,307.50
22002642	ACADEMIC CHOIR APPAREL - ACADEMIC CAP & GOWN	PROMOTION SUPPLIES; GIFT FUNDS	LUTHER BURBANK MIDDLE SCHOOL	010	$5,297.51
22002643	DEMCO INC	LIBRARY SUPPLIES; GIFT FUNDS	MILLER ELEMENTARY	010	$396.75
22002644	S.O.S. SURVIVAL PRODUCTS	EMERGENCY SUPPLIES; GIFT FUNDS	DISNEY ELEMENTARY	010	$664.24
22002645	BRIGHT BEGINNINGS FOR KIDS INC	PROFESSIONAL SERVICES; OCCUPATIONAL THERAPY IEE; SPECIAL EDUCATION FUNDS; BOARD APPROVED 1/20/22	SPECIAL EDUCATION	010	$1,475.00
22002646	AUGMENTATIVE COMMUNICATION THERAPIES	PROFESSIONAL SERVICES; AUGMENTATIVE ASSISTIVE COMMUNICATION IEE; SPECIAL EDUCATION FUNDS; BOARD APPROVED 2/3/22	SPECIAL EDUCATION	010	$2,000.00
22002647	AUGMENTATIVE COMMUNICATION THERAPIES	PROFESSIONAL SERVICES; AUGMENTATIVE ASSISTIVE COMMUNICATION IEE; SPECIAL EDUCATION FUNDS; BOARD APPROVED 2/3/22	SPECIAL EDUCATION	010	$2,000.00
22002648	EPPORT, KAREN LYNN	PROFESSIONAL SERVICES; PSYCHO-EDUCATIONAL AND SPEECH & LANGUAGE IEE; SPECIAL EDUCATION FUNDS; BOARD APPROVED 12/16/21 & 2/3/22	SPECIAL EDUCATION	010	$8,600.00
22002649	HACOPIAN, ZARIK	PROFESSIONAL SERVICES; PSYCHO-EDUCATIONAL IEE; SPECIAL EDUCATION FUNDS; BOARD APPROVED 2/3/22	SPECIAL EDUCATION	010	$5,000.00
22002650	PROFESSIONAL TUTORS OF AMERICA, INC	PROFESSIONAL SERVICES; COMPENSATORY EDUCATION; SPECIAL EDUCATION FUNDS; BOARD APPROVED 2/3/22	SPECIAL EDUCATION	010	$1,600.00

Printed between 02/08/2022 & 02/21/2022

PO Number	Vendor	Description	Site	Fund	Total Amount
22002651	APPLE COMPUTER ED SALES	COMPUTER EQUIPMENT; SPECIAL EDUCATION FUNDS	SPECIAL EDUCATION	010	$1,357.79
22002652	AME CONSULTING LLC	CONSULTANT AGREEMENT; ASSISTANCE WITH MEDIA AND ENTERTAINMENT CAREER TECHNICAL STUDENT ORGANIZATION; FILM LA FUNDS; BOARD APPROVED 1/20/22	INSTRUCTIONAL SERVICES	010	$6,200.00
22002653	S & S WORLDWIDE	CLASSROOM RUG; CHILD DEVELOPMENT FUNDS	EDISON ELEMENTARY	120	$275.54
22002654	AMAZON CAPITAL SERVICES	INSTRUCTIONAL SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$17.63
22002655	NEARPOD INC	SOFTWARE LICENSE; TITLE I FUNDS; BOARD APPROVED 6/17/21	DISNEY ELEMENTARY	010	$2,600.00
22002656	HP INC	COMPUTER EQUIPMENT; ADULT EDUCATION - BLOCK GRANT	BURBANK ADULT SCHOOL	110	$1,251.34
22002657	AMAZON CAPITAL SERVICES	FUNDRAISING SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$503.46
22002658	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$503.16
22002659	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$411.53
22002660	AMAZON CAPITAL SERVICES	INSTRUCTIONAL SUPPLIES	STEVENSON ELEMENTARY	010	$240.12
22002661	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$474.13
22002662	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$506.72
22002663	ACADEMIC THERAPY PUBLICATIONS / HIGH NOON BOOKS	BOOKS; SPECIAL EDUCATION FUNDS	JOHN BURROUGHS HIGH SCHOOL	010	$118.85
22002664	AMAZON CAPITAL SERVICES	FUNDRASING SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$222.59
22002665	LAKESHORE CURRICULUM MATERIAL	INSTRUCTIONAL MATERIALS; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$284.45
22002666	LAKESHORE CURRICULUM MATERIAL	CLASSROOM SUPPLY; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$34.54
22002667	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	PERSONNEL SERVICES	010	$1,424.39
22002668	SOUTHERN CALIFORNIA NEWS GROUP	NEWSPAPER ADVERTISEMENT	Student Services	010	$661.50
22002669	RICOTTA, GAIL	CSEA CLAIM FOR REIMBURSEMENT	FISCAL SERVICES	010	$957.00
22002670	LORIGO, JENNIFER K	CONSULTANT AGREEMENT; DRAMA INSTRUCTION; GIFT FUNDS; BOARD APPROVED 10/7/21	EDISON ELEMENTARY	010	$2,599.60
22002671	MKM BOLLYSTARS DANCE COMPANY	CONSULTANT AGREEMENT; DANCE WORKSHOPS; GIFT FUNDS; BOARD APPROVED 1/20/22	EMERSON ELEMENTARY	010	$3,645.00
22002672	DYSON, LISA	REIMBURSEMENT TO LIBRARIAN FOR BOOKS; TITLE I FUNDS	DOLORES HUERTA MIDDLE SCHOOL	010	$216.28
22002673	SMARTSIGN	OFFICE SUPPLIES; TITLE I FUNDS	PURCHASING SERVICES	010	$1,102.50
22002674	GILL, DANIELLE	REIMBURSEMENT TO TEACHER FOR BOOKS	EMERSON ELEMENTARY	010	$10.50

BOARD DETAIL REPORT

Printed between 02/08/2022 & 02/21/2022

PO Number	Vendor	Description	Site	Fund	Total Amount
22002675	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLY	TECHNOLOGY SERVICES	010	$44.09
22002676	AMAZON CAPITAL SERVICES	INSTRUCTIONAL MATERIALS; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$111.80
22002680	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES; ADULT ED GENERAL APPORTIONMENT FUNDS	BURBANK ADULT SCHOOL	110	$101.01
22002681	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES; ADULT EDUCATION BLOCK GRANT	BURBANK ADULT SCHOOL	110	$477.42
22002682	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; SELF SUPP CHILDCARE-FULL COST FUNDS	CHILD DEVELOPMENT SERVICES	120	$21.37
22002683	AMAZON CAPITAL SERVICES	LIBRARY SUPPLIES; GIFT FUNDS	MILLER ELEMENTARY	010	$112.00
22002684	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; K12 STRONG WORKFORCE GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$953.31
22002685	SCHOOL SPECIALTY, INC	PLAYGROUND EQUIPMENT; GIFT FUNDS	MC KINLEY ELEMENTARY	010	$396.04
22002686	LAKESHORE CURRICULUM MATERIAL	CLASSROOM AND PLAYGROUND SUPPLIES; CHILD DEVELOPMENT FUNDS	MC KINLEY ELEMENTARY	120	$138.93
22002687	SCHOOL SPECIALTY, INC	CLASSROOM RUG; CHILD DEVELOPMENT FUNDS	BRET HARTE CHILDREN´S CENTER	120	$319.43
22002688	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; K12 STRONG WORKFORCE GRANT	JOHN BURROUGHS HIGH SCHOOL	010	$713.81
22002689	WILLIAM V MACGILL & COMPANY	HEALTH SUPPLIES	EDISON ELEMENTARY	010	$78.99
22002690	WILLIAM V MACGILL & COMPANY	HEALTH SUPPLIES	EMERSON ELEMENTARY	010	$81.44
22002691	REFRIGERATION SUPPLIES DIST	HVAC SUPPLIES; ESSER FUNDS	FACILITIES PLANNING SERVICES	010	$194.75
22002692	WILLIAM V MACGILL & COMPANY	HEALTH SUPPLIES	DOLORES HUERTA MIDDLE SCHOOL	010	$209.35
22002693	HEGGERTY PHONEMIC AWARENESS	BOOK	EDISON ELEMENTARY	010	$96.19
22002694	AMAZON CAPITAL SERVICES	SAFETY EQUIPMENT; GIFT FUNDS	EDISON ELEMENTARY	010	$194.12
22002695	ARETELABS	MEMBERSHIP FEES	DOLORES HUERTA MIDDLE SCHOOL	010	$145.00
22002696	B & H PHOTO-VIDEO	AUDIO VISUAL SUPPLIES	TECHNOLOGY SERVICES	213	$265.43
22002697	USI EDUCATION & GOVERNMENT SALES	CLASSROOM SUPPLIES; SPECIAL EDUCATION FUNDS	HORACE MANN CENTER	010	$228.20
22002698	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$350.45
22002699	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$69.44
22002700	AMAZON CAPITAL SERVICES	PHYSICAL EDUCATION SUPPLIES	PROVIDENCIA ELEMENTARY	010	$369.78
22002701	AMAZON CAPITAL SERVICES	PHYSICAL EDUCATION SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$597.08
22002702	AMAZON CAPITAL SERVICES	ART SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$432.80

BURBANK UNIFIED SCHOOL DISTRICT

BOARD DETAIL REPORT

Printed between 02/08/2022 & 02/21/2022

PO Number	Vendor	Description	Site	Fund	Total Amount
22002703	BEST BUY GOV LLC	COMPUTER EQUIPMENT; ESSER II FUNDS	TECHNOLOGY SERVICES	010	$3,478.47
22002704	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES; GIFT FUNDS	ROOSEVELT ELEMENTARY	010	$100.42
22002705	FAST DEER BUS CHARTER INC	STUDENT TRANSPORTATION; ATHLETICS	BURBANK HIGH SCHOOL	010	$1,901.81
22002706	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	MILLER ELEMENTARY	010	$14.31
22002707	AMAZON CAPITAL SERVICES	BOOKS	JOHN BURROUGHS HIGH SCHOOL	010	$108.38
22002708	AMAZON CAPITAL SERVICES	INSTRUCTIONAL SUPPLIES	JOHN BURROUGHS HIGH SCHOOL	010	$748.45
22002709	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLIES; GIFT FUNDS	ROOSEVELT ELEMENTARY	010	$3,166.27
22002710	AMAZON CAPITAL SERVICES	TECHNOLOGY SUPPLY; SPECIAL EDUCATION FUNDS	SPECIAL EDUCATION	010	$110.24
22002711	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$471.40
22002712	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; GIFT FUNDS	BRET HARTE ELEMENTARY	010	$494.80
22002713	AMAZON CAPITAL SERVICES	CLASSROOM SUPPLIES; GIFT FUNDS	MC KINLEY ELEMENTARY	010	$364.57
		PO Count:	**135**	**Total:**	**$1,236,261.14**

Printed between 02/08/2022 & 02/21/2022

BOARD FUND SUMMARY

Fund	Description	PO Count	Total Fund Amount
010	General Fund - Unrestricted	116	$1,081,525.38
110	Adult Education Fund	4	$1,835.28
120	Child Development Fund	9	$21,967.08
130	Cafeteria Fund	5	$130,667.97
213	Building Fund - 3rd Issuance	1	$265.43
		Total:	**$1,236,261.14**

3/17/2022

To the Superintendent of Schools:

Request for the authorization of the following warrants is presented for your approval subject to the action of the Board of Education.

Warrants	Payroll		Warrants	Commercial	
7210696	7210732		20414435	20414487	
7210922	7210945		20418870	20418929	
7212239	7212260		20422804	20422831	
7205122	7205222		20423928	20423957	
7215151	7215165		20424771	20424791	
7215438	7215566		202202150052889	202202160053111	
7220284	7220286				
7217689	7217727				
1409128	1409172				
1429561	1430159				
1471580	1471585				
1448719	1449416				

2/15/22 - 2/26/22	**$ 6,786,943.01**	**2/11/22 - 2/23/22**	**$ 3,873,508.86**

Burbank Unified School District
Instructional Services
REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	John Paramo, Assistant Superintendent, Educational Services
PREPARED BY:	John Paramo, Assistant Superintendent, Educational Services
SUBMITTED BY:	Laura Erisman, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Approval of Burbank High School Unleashed Dance Team (Overnight) Field Trip

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Background:

The Burbank High School Unleashed Dance Team wishes to attend the California Association for Dance/Drill Team Directors Competition in Aliso Viejo, CA, on Friday, April 8, 2022 through Saturday, April 8, 2022.

Discussion/Issues:

Eighteen (18) students will travel via cars to Aliso Viejo with Patrick Tyler, Head Coach, and four (4) chaperones.

Itinerary

Day 1 –Friday, April 8th, students will leave Burbank High School at 2:30 pm in carpools and head directly to Aliso Niguel High school. Students will compete in solos between 4:30-9:00 pm. Dinner will be onsite at 7:30 pm. Immediately following the tournament, students will head to the Fairfield by Marriot, 26328 Oso Parkway, Mission Viejo, Mission Viejo, CA 92691 (949) 582-7100.

Day 2 – Saturday, April 9th, students will have breakfast at the hotel. Students will travel to Aliso Niguel High School at 7:30 am. Students will compete between 8:00 am and 8:00 pm. Lunch and dinner will be onsite. Departure from Aliso Niguel High School will be 8:30 pm. Arrival at Burbank High School is expected to be 10:00 pm.

In accordance with Board Policy and Administrative Regulations 6153 regarding field trips, all students will sign a behavior contract along with all necessary field trip forms. A parent meeting is scheduled for January 20, 2022. All students and parents/guardians are expected to attend. Covid guidelines will be followed the entire time. Students will show proof of vaccination or proof of a negative rapid test. We will wear masks indoors and around those who are not a part of the group and socially distance from other teams. Should an individual display any symptoms they will be immediately quarantined away from the group and parents contacted for pick up while the student is supervised by Brian James, Administrator.

Fiscal Impact:

There is no cost to students for transportation, food and lodging. No student will be denied participation in this field trip due to lack of personal funds.

Recommendation:

John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the Burbank High School Unleashed Dance Team (Overnight) Field Trip request to participate in the California Association for Dance/Drill Team Directors State Competition in Aliso Viejo, CA. from Friday April 8, 2022 through Saturday, April 9, 2022, as presented.

Burbank Unified School District
Instructional Services
REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	John Paramo, Assistant Superintendent, Educational Services
PREPARED BY:	John Paramo, Assistant Superintendent, Educational Services
SUBMITTED BY:	Laura Erisman, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Approval of John Burroughs High School Boys Volleyball (Overnight) Field Trip

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Background:

The John Burroughs High School Boys Volleyball wishes to attend the Santa Barbara High School Volleyball Tournament of Champions on Thursday, April 14, 2022 through Saturday, April 16, 2022.

Discussion/Issues:

Twenty-one (21) students will travel via individual cars to Santa Barbara with Joel Brinton, Head Coach, and five (5) chaperones.

Itinerary

Day 1 –Thursday, April 14th, students will meet at John Burroughs High School at 6:30 pm for the Ramada Santa Barbara, 4770 Calle Road, Santa Barbara, CA 93110, where they will have snack and prepare for the next morning.

Day 2 – Friday, April 15th, students will have breakfast at the hotel. Students will travel to Santa Barbara High School, 700 E. Anapamu St., Santa Barbara, CA 93103 at 9:15 am. Competition will end at 7:30 pm. Team dinner will be at 7:30 pm followed by a team meeting and lights out at 10:30 pm.

Day 3 – Saturday, April 16th, Students will have team breakfast at 7:00 am. Students will check out of hotel and head to Santa Barbara High School to prep for Competition. Students will return to JBHS at conclusion of the tournament.

In accordance with Board Policy and Administrative Regulations 6153 regarding field trips, all students will sign a behavior contract along with all necessary field trip forms. A parent meeting is scheduled for February 19, 2022. All students and parents/guardians are expected to attend. Covid guidelines will be followed the entire time. Students will show proof of vaccination or proof of a negative rapid test. Team will wear masks indoors and around those who are not a part of the group and socially distance from other teams. Should an individual display any symptoms they will be immediately quarantined away from the group and parents contacted for pick up while the student is supervised by Kenneth Knoop, Assistant Principal.

Fiscal Impact:

There is no cost to students for transportation, food and lodging. No student will be denied participation in this field trip due to lack of personal funds.

Recommendation:

John Paramo, Assistant Superintendent, Educational Services, recommends that the Board of Education approve the John Burroughs High School Boys Volleyball (Overnight) Field Trip request to participate in the Santa Barbara Tournament of Champions in Santa Barbara, CA. from Thursday, April 14, 2022 through Saturday, April 16, 2021, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
Office of Human Resources Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Sarah Niemann, Assistant Superintendent, Human Resources Services
PREPARED BY:	Cindy Quiterio, Executive Assistant, Human Resources
SUBMITTED BY:	Cindy Quiterio, Executive Assistant, Human Resources
DATE:	March 17, 2022
SUBJECT:	Ratification of Agreement for Professional Services

Background:
Pursuant to Board Policy 3312, the Board of Education's designee, may contract with consultants to provide specific services on a temporary basis.

Discussion/Issues:
Due to an increased number of vacancies, absences and lack of substitutes, the district has contracted with Robert Half, a global human resource consulting firm to provide temporary clerical support at the rate of $32.99 per hour for each qualified candidate.

The California School Employees Association and the Burbank Unified School District have established a Memorandum of Understanding which consents contracting with an outside agency to provide clerical support when there are needs at a school site or in a department.

Fiscal Impact:
The amount of the agreement is not to exceed $50,000.

Recommendation:
Sarah Niemann, Assistant Superintendent, Human Resources Services recommends that the Board of Education ratify the Agreement between the Burbank Unified School District and Robert Half, to provide clerical support as needed, not to exceed $50,000 (01.0-00000.0-72000-5850-7551000), effective February 28, 2022 through June 30, 2022 and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

GENERAL CONDITIONS OF ASSIGNMENT

Thank you for your confidence in *Robert Half*. The following General Conditions of Assignment and the enclosed Terms of Payment apply to this assignment.

Scope of Assignment	Our professional is only authorized to perform work within the scope of the assignment. It is your responsibility to provide appropriate direction, guidance or oversight to our professional for satisfactory performance on your assignment. Unless otherwise agreed to in writing by *Robert Half*, you will not permit our professional to use computers or other electronic devices, software, services, tools, e-mail accounts or network equipment owned or licensed by our professional. It is expressly understood that our professionals are not authorized to sign contracts, statements, or binding agreements on your behalf or on behalf of *Robert Half*.
Client's Responsibility	**It is understood that you are responsible for implementing and maintaining usual, customary and appropriate internal accounting procedures and controls, internal controls and other appropriate procedures and controls (including information technology, proprietary information, creative designs and trade secret safeguards) for your company and we shall not be responsible for any losses, liabilities or claims arising from the lack of such controls or procedures. Please notify us immediately if you require *Robert Half* to perform background checks or other placement screenings of our professional. We will conduct such checks or screenings for you only if they are described in a signed, written amendment to these General Conditions of Assignment.** ***Cash Handling and Other Financial Transactions and Activities:*** If you permit or allow our professional to sign, endorse, wire, transport or otherwise convey cash, securities, checks, or any negotiable instruments or valuables, or conduct financial transactions or other related activities, you accept sole responsibility for all claims, demands and liability that may arise from permitting these activities. You represent and warrant that to the extent you permit or allow our professional to engage in the activities described in this paragraph, you will not permit or allow our professional to handle more than (i) $1,000 per day if you are a non-profit entity, or (ii) $25,000 per day if you are a for-profit entity. ***Workplace Safety:*** It is understood that you have full responsibility for: (i) providing safe working conditions as required by law, including compliance with all public health and occupational safety regulations and guidelines applicable to your business, and (ii) ensuring that safety plans exist for, and safety related training is provided to, our professional working on your premises. To ensure the safety of potentially vulnerable individuals on your premises, you agree not to permit our professional to have unsupervised or unmonitored contact with (1) minors and (2) adults who are under your care, custody or supervision because of mental health impairments. ***Government Contracts:*** If this assignment is for work to be performed under a government contract or subcontract, you will notify us immediately (1) of any obligations in the government contract or subcontract relating to wages, and (2) if we are legally required to initiate E-Verify verification procedures for our professional. ***Operation of Vehicles and Equipment:*** It is understood that we will not authorize our professional to operate machinery (other than office machines) or vehicles. If you wish to permit our professional to drive for business purposes, you accept sole responsibility for all liability, damages, injuries or other claims that may arise or be incurred as a result of driving. If you require our professional to drive a vehicle owned by you or an employee of your company, you agree to maintain such vehicle in good working condition and maintain all necessary and appropriate insurance for the operation of such vehicle. Under no circumstances will you permit our professional to: make bank deposits; carry cash in excess of $100, negotiable instruments or other valuables while driving; or have passengers in the vehicle. It is agreed that you accept full responsibility for, and that we do not maintain insurance to cover any injury, damage, or loss that may result from your failure to comply with the foregoing. ***Claims:*** It is understood that you are responsible for reporting any claim to us in writing during or within ninety (90) days after the assignment. Under no circumstance will *Robert Half* be responsible for any claim related to the assignment, including but not limited to work performed by our professional, unless you have reported such claim in writing to us within ninety (90) days after termination of the assignment.
Remote Work	You may request that our professional provide services to you remotely (i.e., from a location other than your or your customer's premises) using a laptop and/or other computer or telecommunications equipment provided by you or *Robert Half* (collectively, the "Equipment"). In such case, you acknowledge and agree that *Robert Half* shall have no control over, and you shall be solely responsible for, (i) the logical and physical performance, reliability and security of the Equipment or related devices, network accessibility and availability, software, services, tools and e-mail accounts (collectively, "Computer Systems") used by our professional, and (ii) the security, integrity and backing up, of the data and other information stored therein or transmitted thereby. Moreover, you must not permit our professional to save or store any of your files or other data on the Computer Systems provided by us (including, but not limited to, any virtual desktop infrastructure solution). You agree that we shall not be liable for any loss, damage, expense, harm, business interruption or inconvenience resulting from the use of such Computer Systems.

- CONTINUED ON REVERSE -

TERMS OF PAYMENT

Thank you for your confidence in *Robert Half*. Our professional for this assignment of General Office Clerk is Susan Tabakian. The assignment will start on 02-28-2022. As agreed or otherwise communicated, we will invoice your firm at the rate of $32.99 per hour. Should you wish to use our professional for other assignments, please let us know. The hourly billing rate may then change to reflect the experience necessary for the assignment. Call *Robert Half* for any changes in the assignment. We request a minimum thirty (30) days' notice prior to ending any assignment.

The following Terms of Payment apply to this assignment:

Guarantee	*Robert Half* guarantees your satisfaction with our professional's services by extending to you a one-day (8 hours) guarantee period. If, for any reason, you are dissatisfied with our professional, *Robert Half* will not charge for the first eight hours of work by the professional, provided that *Robert Half* is allowed to replace the professional. Unless you contact us before the end of the first eight hours guarantee period, you agree that our professional is satisfactory.
Time Report	Our professional will submit a time report for verification and approval at the end of each week. Your approval thereby indicates your acknowledgement of the General Conditions of Assignment and these Terms of Payment. Our compensation to our professional is on a weekly basis, and you will be billed weekly for the total hours of work by the professional, including time spent completing, revising, and/or resubmitting a time report during business hours, and we ask that you respect those guidelines. Because *Robert Half* invoices reflect payroll we have already paid, our invoices are due upon receipt. Applicable sales and service taxes shall be added to these invoices. In the event that you fail to pay the invoice when due, you agree to pay all of our costs of collection, including reasonable attorneys' fees, whether or not legal action is initiated. Additionally, we may, at our option, charge interest on any overdue amounts at a rate of the lesser of 1 1/2% per month or the highest rate allowed by applicable law from the date the amount first became due.
Overtime	Overtime will be billed at 1.50 times the normal billing rate. Overtime applies when hours of work by the professional exceed 40 hours per week (and in California exceed more than 8 hours in a day and as other state laws may require). If state law requires double time pay, the double time hours will be billed at 2.00 times the normal billing rate.
Hiring the Person Referred to You	After you evaluate the performance and potential of our professional, you may wish to employ this person directly. Our professionals represent our pool of skilled professionals and in the event you wish them converted to your employ or another employer to whom you refer them, you agree to pay a conversion fee. The conversion fee is payable if you hire our professional, regardless of the employment classification, on either a full-time, temporary (including temporary assignments through another agency) or consulting basis within twelve months after the last day of the assignment. You also agree to pay a conversion fee if our professional is hired by (i) a subsidiary or other related company or business as a result of your referral of our professional to that company or (ii) one of your customers as a result of our professional providing services to that customer. The conversion fee will equal 35% of the professional's aggregate annual compensation, including bonuses. The conversion fee will be owed and invoiced upon your hiring of our professional, and payment is due upon receipt of this invoice. The same calculation will be used if you convert our professional on a part-time basis using the full-time equivalent salary.
Employment Taxes and Withholdings	*Robert Half* will handle, to the extent applicable, any workers' compensation insurance, federal, state and local withholding taxes and unemployment taxes, as well as social security, state disability insurance or other payroll charges.
General Conditions	*Robert Half* may charge you a technology fee for the provision of equipment or technology, if you request that our professional use equipment or technology provided by us. *Robert Half* may also increase our rates provided under the Terms of Payment to reflect increases in our own costs of doing business, including costs associated with higher wages for workers and/or related tax, benefit and other costs. We will provide written or verbal notice of the technology fees and/or increase in our rates. Any increase in our rates will be prospective, starting as of the effective date *Robert Half* specifies. A copy of the General Conditions of Assignment has been provided to you. We reserve the right to replace our professional.

Job Order: 03070-0012136982 Date: 02-28-2022

Confidentiality	Our professional will agree to execute any confidentiality agreement you may require. You are responsible for obtaining our professional's signature. You agree to hold in confidence the social security number and other legally protected personal information of our professional and to implement and maintain reasonable security procedures and practices to protect such information from unauthorized access, use, modification or disclosure.
Limitation on Liability	We make no express or implied warranty, including, but not limited to, any warranty of quality, performance, merchantability or fitness for any purpose with respect to any services performed or any goods provided, including, but not limited to, financial or accounting services performed, or software developed, for you. Under no circumstances are we liable for any special, incidental, exemplary, indirect damages, lost profits or consequential damages (including, but not limited to, lost business, revenue, goodwill, or anticipated savings), even if informed of the possibility. Our liability, if any, will (in the aggregate for all claims, causes of action or damages) be limited to any actual direct damages up to an amount equal to the fees actually paid by you to us for the services that are the subject of the claim, regardless of the basis on which you are entitled to claim damages from us (including, but not limited to, fundamental breach, negligence, misrepresentation, or other contract or tort claim).
Insurance	In addition to workers' compensation insurance for our professional, we also maintain commercial liability insurance.
No Contrary Agreements	These General Conditions of Assignment contain the complete and final agreement on the topics they address, and they supersede any prior agreements or understandings on these topics. Our professionals do not have authority either to verbally modify these General Conditions of Assignment or to assume additional responsibilities other than those set forth in these General Conditions of Assignment.

Job Order: 03070-0012136982 Date: 02-28-2022

BURBANK UNIFIED SCHOOL DISTRICT
Office of Human Resources Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Sarah Niemann, Assistant Superintendent, Human Resources Services
PREPARED BY:	Cindy Quiterio, Executive Assistant, Human Resources
SUBMITTED BY:	Cindy Quiterio, Executive Assistant, Human Resources
DATE:	March 17, 2022
SUBJECT:	Approval of Agreement for Professional Services (Human Resources)

Background:
Pursuant to Board Policy 3312, the Board of Education's designee, may contract with consultants to provide services based on their qualifications regarding specific areas of knowledge and experience.

Discussion/Issues:
Grecia Flores served in the position of Certificated Personnel Technician II in the Human Resources department. Her experience and knowledge with certificated education, credentials, and familiarity with District processes and procedures will allow her to provide support, assistance and training to Human Resources staff recently hired to provide similar services.

Fiscal Impact:
The amount of the agreement is not to exceed $1,200.

Recommendation:
Sarah Niemann, Assistant Superintendent, Human Resources Services recommends that the Board of Education approve the Agreement between the Burbank Unified School District and Grecia Flores, to provide assistance, training and support with secondary certificated hiring processes and procedures, not to exceed $1,200 (01.0-00000.0-72000-5850-7551000), effective March 18, 2022 through June 30, 2022 and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 17th of March, 20 22 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Grecia Flores hereinafter referred to as "Consultant."

Payee's Name Grecia Flores Daytime Phone Number _____

Email Address _____

Mailing Address _____

Sponsoring Administrator Sarah Niemann, Assistant Superintendent, Human Resources

Board Approval Date March 17, 2022

Account String 01.0-00000.0-00000-72000-5850-7551000

The assignment ☐ **will** or ■ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 25.00 per hour■/ per day ☐/ per session☐ for a total not to exceed $ 1,200 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on March 18, 2022 and terminating on June 30, 2022 .
3. Payment Terms: _____
4. Consultant will provide the following services:

   to provide assistance, training and support with secondary certificated hiring processes and procedures.

5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

_____ _____

Sarah Niemann, Assistant Superintendent, HR Date Consultant Grecia Flores Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req.

Revised 06/19

Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Sharon Cuseo, Assistant Superintendent, Instructional Services
PREPARED BY:	Sharon Cuseo, Assistant Superintendent, Instructional Services
SUBMITTED BY:	Terri Ramirez-Adams, Administrative Secretary II
DATE:	March 17, 2022
SUBJECT:	Approval of Instructional Consultant Services

Background:

The purpose of the Instructional Consultant Services is to enrich student learning. Consultants are selected based on their qualifications regarding specific subject areas. When a consultant is selected, the consultant, company/organization must complete the required paperwork by the District to ensure that District students receive the services they require. All consultant requests must be approved by the Board of Education prior to services being rendered.

Discussion and Issues:

Sites submit the required paperwork to Instructional Services. Work must not begin until the site receives a confirmation of Board approval from Instructional Services. If the Consultant assignment requires unsupervised contact with student(s) during the contract period, the Consultant will be required to provide Department of Justice fingerprint clearance through the District's Human Resources Services.

Fiscal Impact:

There is no fiscal impact.

Recommendation:

Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the instructional consultant services for the purpose of on-site student learning support and staff development, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
INSTRUCTIONAL SERVICES
APPROVAL OF INSTRUCTIONAL CONSULTANT SERVICES

Board Meeting Date: March 17, 2022

Site	Name	Purpose	Dates	Cost	Appropriation Number
Disney Elementary	MB Dance Studio DBA Garri Dance Studio	Weekly in-person dance instruction in grades K-5	3/28/2022–5/13/2022	$5,750	01.0-90201.0-11100-10000-5810-2018000
Emerson Elementary	BMX Freestyle LLC. Robert Castillo	BMX Freestyle Assembly, 3 Assemblies for TK – 5th grade	4/29/2022	$2,025	01.0-90201.0-11100-10000-5810-2038700
Miller Elementary	Gorilla Art Studio Tiffany Bakas	Visual Art Lessons	3/30/2022	$5,400	01.0-90201.0-11100-10000-5810-2108700
Jefferson Elementary	Garri Dance Studio	Dance Instruction	3/28/2022–5/13/2022	$8,000	01.0-90201.0-11100-10000-5810-2068700
Roosevelt Elementary	Wild Life Learning Center	Biologists will present a wildlife presentation using California Academic Standards for science in a fun & informative way	4/1/2022	$900	01.0-90201.0-11100-10000-5810-2148000
Stevenson Elementary	High Touch High Tech	5th Grade in person science programs	4/28/2022–5/5/2022	$2,349	01.0-90201.0-11100-10000-5810-2158800
Stevenson Elementary	Kids Reptile Parties	5th Grade presentation and hands on learning experience with reptiles	4/27/2022	$1,375	01.0-90201.0-11100-10000-5810-2158800
Stevenson Elementary	Science Fun For Everyone	5th Grade Virtual Science Week – Storm Chasers Program	3/30/2022	$1,210	01.0-90201.0-11100-10000-5810-2158800
Stevenson Elementary	Mobile Ed Productions, Inc.	5th Grade Science Week – Sky Dome Presentation	5/9/2022	$1,095	01.0-90201.0-11100-10000-5810-2158800
Stevenson Elementary	Mobile Ed Productions, Inc.	5th Grade Science Week – STEAM Museum	5/2/2022	$1,295	01.0-90201.0-11100-10000-5810-2158800

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 28th of February, 20 22 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and MB Dance Studio, DBA Garrie Dance Studio hereinafter referred to as "Consultant."

Payee's Name MB Dance Studio, DBA Garri Dance Studio Daytime Phone Number [redacted]

Email Address [redacted]@gmail.com

Mailing Address [redacted] Burbank, California 91505

Sponsoring Administrator Molly Hwang, Walt Disney Elementary School

Board Approval Date March 17, 2022

Account String 01.0-90201.0-11100-10000-5810-2018200

The assignment ☐ **will** or ☒ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ _____ per hour☐/ per day ☐/ per session☒ for a total not to exceed $5,750.00 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on March 28,2022 and terminating on May 13, 2022
3. Payment Terms: Consultant will be paid after the conclusion of the dance instruction after May 13, 2022
4. Consultant will provide the following services:

   In person Dance Instruction for all grades-kindergarten through fifth grade from March 28, 2022 until May 13, 2022.

5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

BUSD Authorized Signature/Title Date

Megan Baade 2/28/22

Consultant ance Studio, DBA Garrie Dance : Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req.

Revised 06/19

Garri Dance Studio - Bio

Garri Dance Studio, located in Burbank, was founded in 1958 by Peg Garri. Peg was a talented, well-rounded dancer who worked as an MGM Stock Dancer alongside popular entertainers such as Shirley Temple and Donald O'Connor. Now in their seventh decade, Garri Dance Studio has provided opportunities for students of all ages to participate in quality performing arts classes. GDS has earned the Burbank's "Best Dance Studio" Award continuously since 2007 according to the Burbank Leader Reader's Choice Poll.

GDS is an enrollment studio, running on an academic calendar with a year end, fully costumed stage performance every June. Dance, music and musical theatre lessons are offered for all ages and levels, toddler through adult, beginners to advanced students. Dance classes include ballet, tap, jazz, hip hop, musical theatre, hip hop, contemporary & mommy and me. Piano, voice and guitar lessons are also offered. Teaching staff is made up of a diverse group of choreographers and dance educators with a wide range of experience from professional dance company members to industry professionals.

In 2002, under the artistic direction of Megan Baade (also voted "Best Dance Teacher" by the Burbank Leader Reader's Choice Poll), curriculum was expanded to incorporate the Visual & Performing Arts Standards for off-site dance programs. For over a decade, Garri Dance Studio has partnered with many Burbank Unified Schools offering customized After School Programs, Artist in Residencies both in person and virtual, as well as Professional Development Workshops for BUSD Staff. Through its BUSD partnerships, Garri Dance Studio has continually sponsored Burbank Unified Students each year, currently almost $8,000 per year, and growing.

Garri Dance Studio is conveniently located in the heart of the beautiful Magnolia Park District in Burbank. Thoughtfully designed and renovated to better suit the needs of its growing student base, the studio offers three dance rooms with sprung wood dance floors, exposed brick, natural light, high beam ceilings, ballet barres and mirrors.

To learn more about Garri Dance Studio or schedule a free trial lesson, please contact 818-846-4390 or email officestaff@GarriDance.com

STEPHANIE J. HOWELL

Choreographer and Dance Teacher

EDUCATION

DeSales University - Center Valley, PA

B.A. Dance **1995-1999**

Ballet, Modern, Jazz, Tap, Pointe, Theater Tech, Teaching Methods, Dance Composition, Cultural and Folk Dance, Costume Design, Massage Therapy, Kinesiology and Dance History

PERSONAL ATTRIBUTES

- Experience teaching and choreographing for all levels of Ballet, Pointe, Lyrical, Jazz, Tap, and Modern for the past 15 years
- Knowledge of appropriate lesson plans for young children
- Dependable, self-motivated and a creative thinker with a positive personality
- Enjoys working with students of all ages-children, teens and adults
- Experience choreographing routines for several different competitions nationwide
- Soundforge software experience editing music (splicing, cutting, mixing and fading)

TEACHING EXPERIENCE

Garri Dance Studio, Burbank, CA **2014-Present**

Dance Instructor

- Teaching Beginner Ballet, Tap, Lyrical and Jazz to ages 5-12
- Pre-Dance, Ballet and Tap ages 2-5 as well as Mommy and Me classes
- Choreographs several winter dances for annual holiday show
- Summer Camp Instructor

Disney Elementary School, Burbank, CA **2015-2017**

Dance Instructor

- Choreographed Spring Dances for every grade (Kinder-5th)
- Focused on Vocabulary and Dance Content Standards established by the State of California
  - Artistic Perception, Historical/Cultural Content, Creative Expression, Aesthetic Valuing, Connections/Relationships and Applications

Academy of Music and Dance, Pasadena, CA **2007-2015**

Dance Instructor and Competition Choreographer

- Teacher for Ballet, Tap, Lyrical, Pointe, Jazz, and Modern to ages 7-18
- Pre-Dance Instructor for Ballet/Tap ages 2-6 as well as Mommy and Me
- Competition Choreographer for Tap and Lyrical

Kicks Academy of Dance, Glen Mills, PA **2001-2007**

Dance Instructor and Competition Choreographer

- Teacher for Pre-Professional Classes
- Ballet, Lyrical, Pointe, Tap, Jazz, Musical Theater, and Modern to ages 8-18
- Instructed children between the ages 3-7 in Ballet and Tap
- Choreographed 5-10 Competition Routines per year

STEPHANIE J. HOWELL

Choreographer and Dance Teacher

TRAINING AND WORKSHOPS

Dance Teacher Magazine Workshop-New York, NY - Instructors Debbi Dee, Cathy Roe, Bob Rizzo, Steve Sirico, Finis Jhung, Rhonda Miller	2003, 2005 and 2010-2014
Hollywood Vibe Convention-Philadelphia, PA	2006
New York City Dance Alliance-Philadelphia, PA - Instructors included A.C. Ciulla, Suzi Taylor, Andy Blankenbuehler and Ayodele Casel	2004 and 2006
Broadway Dance Center-New York, NY - Instructors included Frank Hatchett, Peter Schabel, Chio Yamada, Dariusz Hochman	2005
Tremaine-Washington, DC	2005
Finis Jhung Ballet Workshop-New York, NY	2004 and 2007
Nicole Hockenberry Tap Workshop-Chadds Ford, PA	2004
Shake the Floor Jazz Workshop-New York, NY	2004
International Teachers of Dance (Local Choreographers)-Cherry Hill, NJ	2003 and 2004

COMPETITION EXPERIENCE

• Rainbow Dance	2010-2015
• Showstoppers	2012-2015
• Starquest	2015
• Hall of Fame	2009-2015
• Dance Explosion	2006 and 2010
• Starquest	2005 and 2006
• Hollywood Vibe	2005 and 2006
• Tremaine	2005
• NYC Dance Alliance	2004 and 2006

AWARDS

Top Ten Overall Dance of Junior Division-Showstoppers	2014
Choreography Award Lyrical - Rainbow Dance	2011
Best Tap Costume - Rainbow Dance	2010
Best Choreography Lyrical 3rd Place- Dance Explosion Competition	2006
Original Choreography Ballet 1st Place- Dance Explosion Competition	2006
Outstanding Choreography Lyrical 1st Place-NYC Dance Alliance	2006

REFERENCES AVAILABLE UPON REQUEST

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 25 of February, 2022 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Robert Castillo's BMX Freestyle Team, LLC hereinafter referred to as "Consultant."

Payee's Name BMX Freestyle Team LLC Daytime Phone Number 714-227-5906

Email Address rcBMXican@att.net

Mailing Address 10124 Greenhorn Court, Corona CA 92883

Sponsoring Administrator Miriam Wazirkajoyan

Board Approval Date March 17, 2022

Account String 010-90201-0-11100-10000-580-203-8700-0000

The assignment ☐ **will or** ■ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 2025 per hour☐/ per day ■/ per session☐ for a total not to exceed $2025 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on 4/29/2022 and terminating on 4/29/2022 .
3. Payment Terms: Payment Due day of assembly
4. Consultant will provide the following services:

   BMX Freestyle Show Assembly

5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

		Robert Castillo	2-28-22
BUSD Authorized Signature/Title	Date	Consultant Robert Castillo's BMX Freestyle T	Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req.

Revised 06/19

2022 School Assembly Contract
Robert Castillo's BMX Freestyle Team

*Today's Date: **2/25/22**

Please read, sign & date below: Note: *BMX Freestyle Team, LLC is a CAPTA Approved Vendor

- **1. Emerson Elementary =** Client, The BMX Freestyle Team, LLC = Artist. Client Agrees to pay the total due on this contract for the show scheduled. All payments are expected to be submitted in the following manner unless other terms of payment were previously discussed and have been stated in the previous conversations. If these conditions cannot be met consult us at the BMX Freestyle Team and other terms can be discussed. It is herein understood that the company or individual that is responsible for payment of this event is also solely liable for the conditions of the performance area. Some basic conditions should consist of a clean, smooth and level show area - (Playground or blacktop work perfect). The BMX Freestyle Team members will assist as well and will have brooms or leaf blowers on hand.
- **2.** The agreement of the Artist to perform is subject to proven detention by sickness, acts of God, equipment malfunctions and other legitimate conditions. The BMX Freestyle Team reserves the right to reschedule any show due to schedule complications.
- **3. No Deposit is Required.** In the event that the Client cancels there will be no cancellation fees, but we do appreciate giving us an alternate date or a two-week notice if possible. In case of an outdoor event, Client is responsible for payment in full, regardless of cancellation due to weather if we are set up and ready to go. (A discount may be applicable). Artist will not perform under conditions that may be hazardous to themselves or others in the audience. If the show is scheduled for an outdoors performance, the client may seek an indoor option and a modified version of the show can be performed in the space provided.
- **4.** The foregoing plus any attached riders, including technical requirements, constitutes the agreement between the Client and the Artist. This contract shall be expounded according to the laws of the State of California.
- **5. Show Details**-On **Friday, April 29th, 2022** the BMX Freestyle Team will perform **Three-(3)** 40-45 minute BMX Assemblies for **Emerson Elementary. Showtime(s): 8:40am & 9:30am & 10:40am.**
- **6.** By signing or making any payment on this Contract you are indicating your agreement with all terms and conditions of this contract.

TOTAL amount to be paid - **$2,025.00**
Please mail and make checks payable to:

BMX Freestyle Team, LLC
10124 Greenhorn Court
Corona, Ca. 92883

School Representative Signature: _____

School Representative Print Name: _____ Date: ___/___/___

BMX Freestyle Team, LLC Representative Signature: _____ Date: ___/___/___

Please Sign, Date and E-mail back to:
E-mail rcBMXican@att.net

BMX Freestyle Team:

ROBERT CASTILLO is one of the Most Trusted & Experienced names in the BMX Entertainment Industry. With 30+ Years of Experience, you're Guaranteed to get the Best BMX Freestyle Stunt Show that money can buy!

In 1986, Robert Castillo became a factory team rider for GT Bicycles. He went onto win 3-AFA National Championships. After 9 years of touring with some of the biggest names in BMX, he had a desire to do more. In 1995, he became the GT Bicycles Air Show Team Manager and for 10 years he helped run their marketing program. Robert also worked closely with GT Bicycles PD department and helped produce some of the most iconic BMX bikes in the industry.

By 1997, Robert helped GT Bicycles Air Show program become the #1 Traveling BMX Stunt Show in the nation. As a rider, proven champion & performer, he has worked with the industries most recognized names, performed at every major theme park, including having his own act in the Vegas hit show "ALAKAZAM". Robert has done it all...

Robert has proven to be a respected producer, manager, designer, announcer, educator, pro BMX athlete and entertainer. Robert has a career 7,000+ shows performed, managed and produced to date.

A lot of Robert's ambition and love for the sport not only came from Pro BMX riders that he looked up to, but from GT Bicycles founders Gary Turner and Rich Long. They are true pioneers in the Sport of BMX and changed the lives of many, including Robert's.

And last but certainly not least Robert still rides, performs, competes and recently was nominated to the 2019 Texas BMX Hall of Fame. Robert has utilized his experience, talent and skills to keep his dreams alive. Something he strives on is educating the youth of America with every opportunity given. Join the most trusted name in BMX Stunt Shows and enjoy the Ride of your Life!

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 28th of February 2022 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Gorilla Art Studio hereinafter referred to as "Consultant."

Payee's Name: Gorilla Art Studio – Tiffany Bakas Phone Number: [redacted] Email Address: gorilla@gorillaartstudio.com

Mailing Address: [redacted] Burbank, CA 91506

Sponsoring Administrator: Judy Hession, Principal at Miller Elementary School

Board Approval: Thursday, March 17, 2022

Account Code: 01.0-90201.0-11100-10000-5810-2108700 – Team Jaguar Fundraising Committee

The assignment ☐ **will or X will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance. Retired Employee: Please check if you belong to __calPERS __cal STRS Retirement Date _____**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $50.00 per hour☐/ per day ☐/ per session X for a total not to exceed $ 5,400.00. **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on: 3/30/2022 and terminating on 5/20/2022.
3. Payment Terms: Upon completion of the art classes.
4. Consultant will provide the following services:

   To provide 6 – live/online visual art lessons to 10 classes of students in Grades 2 and 3 for a total of 60 classes for 250 students and to provide 6 – live/online visual art lessons to 8 classes of students in Grades 4 and 5 for a total of 48 classes for 260 students.
5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

Fiscal Services Administrator	Date	Consultant	02/28/22 Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Order will be created. This Purchase Order will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Order. Once services are rendered, send paperwork to accounts receivable so they can process payment.

Revised 09/18

Tiffany Bakas

[redacted]
Web: www.gorillaartstudio.com
E-mail: gorilla@gorillaartstudio.com

Objective
To inspire creativity in children

Education
Glendale Community College Art Classes
Burbank Adult School 3 years Photography

Awards
Honorary Service Award-- PTA
2nd place in Burbank City Competition– Photography.

Summary of Skills
Excellent experience in teaching art, using a wide variety of artistic mediums and techniques.
Easily able to inspire students to explore creativity and use art as a medium of self-expression.
Knowledgeable in art history and how to incorporate it into art lessons.
Years of experience teaching art to children ages K-5th grade.
Creative, and trustworthy.

Work Experience

Owner Of Gorilla Art Studio ***January 2013– Present***
Designing art lessons for all ages
Teaching art to children ages 16 months and up
Maintaining and designing websites
Social Media Marketing
Creating ART curriculum that meets the California State Standards.

Art After School Enrichment Instructor ***January 2013– Present***
Teaching ART Afterschool Enrichment at the following schools in Burbank;
Stevenson, Washington, Roosevelt, Emerson, Providencia, Jefferson, Bret Harte, and St Francis.

Instructor at Burbank Adult School ***2005-2007***
Artistic Photo Archiving

Licensed Cosmetologist – ***30 Years***

Volunteer Work
Cub Scout Committee Chair Leader
Boy Scout Committee Chair Leader
PTA President Stevenson Elementary School
Vice President of Stevenson Elementary Booster Club for the ARTS
Assistant Baseball Coach

References
Brandi Young, Principal. George Washington Elementary, (818) 558-5550
Linda Mostsumoto, Parent Education Resource Teacher, (818) 558-4611

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 2 of March, 20 22 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Garri Dance Studio hereinafter referred to as "Consultant."

Payee's Name MB Dance Inc. dba Garri Dance Studio Daytime Phone Number [redacted]

Email Address [redacted]@gmail.com

Mailing Address [redacted] Burbank, CA 91505

Sponsoring Administrator Ron Young

Board Approval Date March 17, 2022

Account String 01.0-90201.0-11100-10000-5810-2068700

The assignment ☐ **will or** ☒ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ _____ per hour☐/ per day ☐/ per session☐ for a total not to exceed $ 8,000.00 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on 3/28/22 and terminating on 05/13/22.
3. Payment Terms: One Time Payment
4. Consultant will provide the following services:

   Garri Dance will instruct dance for all grade levels for six weeks.

5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

BUSD Authorized Signature/Title	3/2/22 Date	Megan Baade Megan Baade (Mar 2, 2022 13:35 PST) Consultant Garri Dance Studio	3/2/22 Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req.

Revised 06/19

Garri Dance Studio - Bio

Garri Dance Studio, located in Burbank, was founded in 1958 by Peg Garri. Peg was a talented, well-rounded dancer who worked as an MGM Stock Dancer alongside popular entertainers such as Shirley Temple and Donald O'Connor. For nearly six decades, Garri Dance Studio has provided opportunities for students of all ages to participate in quality performing arts classes. GDS has earned the Burbank's "Best Dance Studio" Award continuously since 2007 according to the Burbank Leader Reader's Choice Poll.

GDS is an enrollment studio, running on an academic calendar with a year end, fully costumed stage performance every June. Dance, music and musical theatre lessons are offered for all ages and levels, toddler through adult, beginners to advanced students. Dance classes include ballet, tap, jazz, hip hop, musical theatre, hip hop, contemporary & mommy and me. Piano, voice and guitar lessons are also offered. Teaching staff is made up of a diverse group of choreographers and dance educators with a wide range of experience from professional dance company members to industry professionals.

In 2002, under the artistic direction of Megan Baade, curriculum was expanded to incorporate the Visual & Performing Arts Standards for off-site dance programs. For over a decade, Garri Dance Studio has partnered with many Burbank Unified Schools offering customized After School Programs, Artist in Residencies and Professional Development Workshops for school faculties.

Garri Dance Studio is conveniently located in the heart of the beautiful Magnolia Park District in Burbank. Thoughtfully designed and renovated to better suit the needs of its growing student base, the studio offers three dance rooms with sprung wood dance floors, exposed brick, natural light, high beam ceilings, ballet barres and mirrors.

To learn more about Garri Dance Studio or schedule a free trial lesson, please visit the studio website at www.BurbankDance.com For additional information or references, contact Megan Baade directly. Email info@GarriDance.com

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 1st of March, 20 22 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Wildlife Learning Center hereinafter referred to as "Consultant."

Payee's Name Wildlife Learning Center Daytime Phone Number 818-362-8711

Email Address info@wildlifelearningcenter.com

Mailing Address 16027 Yarnell St; Sylmar, CA 91342

Sponsoring Administrator Matthew Osmond

Board Approval Date March 17, 2022

Account String 01.0-90201.0-11100-10000-5810-2148000

The assignment ☐ will or ☒ will not require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____ cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THEREFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ 900.00 per hour☐/ per day ☒/ per session☐ for a total not to exceed $ 900.00 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on April 1, 2022 and terminating on April 1, 2022.
3. Payment Terms: Upon completion of final performance
4. Consultant will provide the following services:

   to provide three (3) widlife presentations to our TK - 5th grade students. Biologists will combine California Academic Standards for Science in a fun/informative way to bring Life Sciences to LIFE

5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

BUSD Authorized Signature/Title	Date	Consultant	Wildlife Learning Center	3/1/22 Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req.

Revised 06/19

Wildlife Learning Center

OUTREACH SCHOOL PROGRAMS
CLASSROOMS & ASSEMBLIES

Our enthusiastic Biologists combine wildlife and the State of California Academic Standards for Science in a fun and informative way to bring the Life Sciences . . . to LIFE! The information is always geared to the age of our audience. Some schools break the students into more than one group based on age or grade so we can more effectively target a particular level of understanding. Others invite all ages together while we provide the information for a broader range of understanding.

Each exciting presentation is one hour in length.

ANIMALS FROM AROUND THE WORLD ASSEMBLY: Serval Wildcat, Fox, small Lizard, Tortoise, Owl or Hawk, large Lizard, North American Porcupine, and a large Snake
$550 + travel. Additional hour $400

NORTH AMERICAN WILDLIFE ASSEMBLY: North American Porcupine, Owl, Kingsnake, Rabbit, Red-tailed Hawk, Armadillo, Gopher Snake, and a California Desert Tortoise
$450 + travel. Additional hour $300

JUNIOR-ANIMALS FROM AROUND THE WORLD ASSEMBLY: Porcupine, Owl, Armadillo, Hedgehog, a Lizard, a small Snake, a Bunny or Chinchilla, and one of our big Bugs
$450 + travel. Additional hour $300

REPTILES AND FRIENDS ASSEMBLY: Tortoise, three Lizards, three Snakes, Tarantula, Walking Stick, and a Madagascar Hissing Cockroach
$350 + travel. Additional hour $200

WILDLIFE LESSONS: Classroom Lessons: 6 animals for each lesson with a maximum of 50 students. Lessons incorporate the California State Science Standards for the Life Sciences. Information is geared to the specific grade level's science standards and taught in an interactive format. Choose from the following lessons: Classification, Adaptations, Life Cycles, Conservation, CA Natives, or Rainforests.
$350 each lesson + travel. Additional hour $200

www.WildlifeLearningCenter.org

Office: 818.362.8711 • 16027 Yarnell Street • Sylmar, CA 91342 • info@wildlifelearningcenter.com

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 1st of March, 20 22 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Science is Fun for Everyone! hereinafter referred to as "Consultant."

Payee's Name Hightouch Hightech Inc Daytime Phone Number 818-481-4911

Email Address Info@sciencemadefunwla.net

Mailing Address 19122 Nashville St, Porter Ranch, CA 91326

Sponsoring Administrator Jill Johnson

Board Approval Date 3/17/22

Account String 01.0-90201.0-11100-10000-5810-2158800

The assignment ☐ **will** or ☒ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ _____ per hour☐/ per day ☐/ per session☐ for a total not to exceed $ $2349.00 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on 4/28/22 and terminating on ~~5/2/22~~ AS 5/5/22.
3. Payment Terms: _____
4. Consultant will provide the following services:

   In Person Science based program, The Body Shop and Its Elementary!

5. The Consultant shall provide an Invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

_____ _____ 2/28/22

BUSD Authorized Signature/Title Date Consultant Science is Fun for Everyone! Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req. Revised 06/19

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Hands-on Science That Comes To You!

Grade Levels K - 2

Let's Make Sense ©

Discover our 5 senses one sense at a time Learn how our pupils work, depth perception and peripheral vision Map our tongue and become taste detectives Use sense of touch in our mystery Feely Bags, have a smelling bee, listen to a fork sing

Animal Games ©

Learn how animals meet their needs Discover adaptation and how it helps animals survive in their habitat Explore camouflage, and analyze real animal body parts and coverings Learn about animal shelters and make a bird's nest to keep

Chemfun ©

Find out how much fun chemistry can be Learn how to safely identify chemicals, separate colors right before your very eyes with chromatography and use a chemical reaction to turn liquids into solids Become a biochemist and discover the chemical reactions in our bodies as you make gummy candy

Nutty Nutriants ©

Get the essentials and become a food archaeologist as we climb the great food pyramid Classify different foods by starches, fruits, veggies and proteins Have fun as we test for starches, use vitamins as a natural preservatives, make vegetables cry and test for fat

Get Buggy! ©

Become an Entomologist and get up close and personal with the bug world Learn the difference between arachnids and insects as you examine real living specimens of each Learn how insects communicate and see the world the way insects do Spin a web and make an insect you can eat

Smarty Plants ©

"Trans-plant" yourself into the wonderful world of Botany Learn how plants absorb nutrients from the soil Discover the life cycle of plants as you dissect seeds, extract chlorophyll from leaves and grow your own "Hair-cup"

Minor Matters ©

Have a "gas" finding out why "Matter" really matters Explore the three different types of matter as you use a solid to turn a liquid into a gas Learn how heat energy changes matter and take home your own "Matter Balls "

Weather or Not ©

Students become meteorologists and learn all about the different types of weather Explore the suns role in weather by creating rising air masses and touching clouds Use common tools to measure the weather, touch lightning and make your very own wind-sock

Tis The Season ©

Discover the reason behind the seasons Students learn about the relationship between earth's tilt, the sun and all four seasons Experiment with evaporation and learn how different seasons create different shadows Capture a shadow on paper that never disappears

Sea Ya Later ©

Discover the roll of producers and consumers in nature as we examine all the players in the Food Web on land and our seas We'll also learn about different habitats and how animals and plants have adaptations to help them survive Touch a real stingray/ shark and make an ocean habitat to keep

Fossil Fun ©

Become a paleontologist as you learn how fossils form Examine and classify real fossils and go on your own site excavation for real fossils you get to keep Prepare to get down and dirty as we examine different soils and learn the gritty facts about dirt

Finally Fun Machines ©

Finally, a hands-on and FUN program on machines Explore force and motion as we measure distance and speed using cars and the "gravi-ramps " Learn about the 6 simple machines using the "Facilitator", our cool multi-personality compound machine

Sounds Like Fun ©

Discover what sounds actually are Make a sound wave you can see and control Learn about how we are able to hear and the main parts of our inner ear as we build our very own ear drum Test your hearing as you try to identify different sounds made by objects you can't see

Dig It ©

Become a geologist for a day! Learn about the layers of the earth and the formations of igneous, metamorphic and sedimentary rock Then, go back in time to the age of the prospectors and go on your own gold dig Learn how to classify all the gemstones you find, and them take them home

Cycle Babble ©

Explore animal and plant life cycles Learn about the various parts and functions of plants and grow a plant in a greenhouse you make Experiment with the life cycles of various animals like frogs and insects with our 'life cycle challenge' and explore complete and incomplete metamorphosis



Science Made Fun!



Grade Levels 3 - 5

Energize Me ©

What does a banana, battery, light bulb, extension cord, solar cell, fan and match all have in common? Find out as you explore Newton's Law on Conservation of Energy Explore potential & kinetic energy while making your own "energy-spools "

Cosmic Capers ©

Travel through space as we explore our solar system and all the objects that orbit around our sun Make a glow-in-the-dark constellation, analyze the phases of the moon and have fun creating your own asteroid to keep

Matter Matters ©

Students explore mass, volume and density as they experiment with all three states of matter Learn how thermal energy transforms matter from one state to another Uncover the difference between physical and chemical changes and make a bouncy polymer to keep

Power of Light ©

Uncover the mysteries behind light Discover what ROY G BIV is and it's place in the electromagnetic spectrum Explore the amazing properties of light as you refract light with your own water magnifier Find out what materials light can and can't go through and become a UV light detective in the process

Survive and Thrive ©

Explore the world of physical and behavioral adaptations Experience first hand the protection blubber, feathers, fur and a hard shell can provide Test your skills in our bird beak survival challenge Learn survival techniques from plants like the Saguaro cactus as you make a desert habitat

Edison's Workshop©

An electrifying program! Learn what electricity actually is and the difference between static and current electricity Along the way, build a series/ parallel circuit, experiment with conductors and insulators, and take home a Static Electricity Flyer

Mineral Madness ©

Students become geologists and examine and classify minerals like Feldspar, Mica, Gypsum and more according to their luster, hardness, cleavage, streak, and transparency Explore the formation of igneous rock Make sedimentary rock you can eat

The Chain Gang ©

Join the chain gang, the food chain that is Explore the five laws of nature that apply to the world's ecosystems and examine the relationship between producers, consumers and decomposers in a food web Have fun as we learn about predator/prey relationships and dissect real owl pellets

Magnet Makers ©

All about magnets and magnetism Learn how magnets work, the benefits of a planetary magnetic field and how to make a magnet using an electric current Experience "Lenz's Law", Build a compass and an electro magnet and experiment with different types of magnets both natural and man made

Earthscapades ©

The earth's surface is constantly being reshaped by slow and rapid natural processes like weathering and erosion Experiment with water and chemical erosion, level a wooden structure with an epic earthquake, erupt a volcano and make cave formations Make oozing "Magma" to keep

Meteorology Madness ©

Become a meteorologist as you explore weather systems, the atmosphere and air pressure with our micro-scale vacuums Learn about and work with tools weather scientist use to measure and predict the weather Make your measurable anemometer

It's Element-ary ©

Get ready to set the table, the Periodic Table that is! Explore the particulars of atoms, elements and chemical compounds Learn how to write chemical formulas, experiment with chemical indicators to determine ph and make your own silly puddy

The Body Shop ©

Have fun as we get physical with the systems of the body Learn about the digestive, respiratory, circulatory and excretory systems as you examine a human torso (not a real human torso) Experiment with cellular respiration and make a lung you keep Put on gloves to analyze real hearts, livers etc

Wonder Water Workshop ©

Students explore the water cycle and see evaporation and condensation happen right before their eyes They'll examine the roll of the water on land and our oceans They'll learn about various water resources as they build their own aquafier to keep and experiment with water conservation

What's The Matter ©

Dealing with matter has never been more fun Learn the similarities and differences between solids, liquids and gasses as you mix them to create various chemical reactions Separate a mixture using a solution, explore sublimation, chemically clean copper oxide and make your own polymer

"I hear and I forget, I see and I remember, I do and I understand" -Confucius

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 23rd of February, 20 22 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Kids Reptile Parties.com hereinafter referred to as "Consultant."

Owner: Ben Rogers

Payee's Name BK Rogers DBA Kids Reptile Parties Daytime Phone Number 1 800 697 0133

Email Address Kidsreptileparties@yahoo.com

Mailing Address [redacted] Wildomar CA 92595

Sponsoring Administrator Jill Johnson

Board Approval Date 3/17/22

Account String 01.0-90201.0-11100-10000-5810-2158800

The assignment ☐ **will** or ■ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ _____ per hour☐/ per day ☐/ per session☐ for a total not to exceed $ $1,375.00 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on 4/27/22 and terminating on 4/27/22.
3. Payment Terms: _____
4. Consultant will provide the following services:

   30 minute on stage presentation with hands on experiences learning about reptiles.

5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

BUSD Authorized Signature/Title _____ Date _____

Consultant Kids Reptile Parties.com Date 2/23/22

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req.

Revised 06/19

1 HR. REPTILE MANIA (ASSEMBLY)

For this one hour assembly presentation, your reptile guide will bring hands free sound equipment to accommodate a large crowd. The first 30 minutes will be spent highlighting some of the most impressive animals including our 8-10 ft. Python "Fluffy," 3 ft. Argentinian Lizard "Fred," "Carlos" the Large African Bullfrog, "Wally" the Sulcata Tortoise, 6 ft. Reticulated Python Pete, & more! Both child and adult volunteers will be asked to come on stage to complete a series of “Fear Factor” challenges, such as getting a kiss from the giant lizard, wearing our “snake hat” (Yes, it’s like it sounds!) and MORE! And don’t worry, age appropriate educational content will be slipped in throughout the show!

After the 30 minute on stage presentation, the kids will be jumping out of their seats to get hands on with these amazing animals, so the second half of the show is devoted to hands on time with our variety of 12-14 snakes, frogs, lizards, tortoises, and spiders. We will set up a station for the kids to pass through to get an up close experience with these amazing animals. The reptile handler will be happy to help situate Fluffy should you like to take a class picture with her at the end of the show!

Best for: 50 to 350 students. This presentation can also be customized to fit your needs, such as adding a second hands on station for larger groups of kids, or splitting very large groups of kids into two groups. Please let us know your ideas as well so that we can best fit your needs!

Who we’ve presented for: Countless elementary and middle schools, PTA Events, Boy Scout Packs (Including Blue and Gold Ceremonies), Girl Scouts, YMCA Indian Princesses, The Heart Foundation, Earth Day at Pechanga, Corporate events, and more!

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 17th of February, 20 22 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Science Is Fun for Everyone! hereinafter referred to as "Consultant."

Payee's Name Science Fun For Everyone Daytime Phone Number (919) 460-5800

Email Address info@Sciencefun.org

Mailing Address 1859 Evans Rd. Cary, NC 27513

Sponsoring Administrator Jill Johnson

Board Approval Date 3/17/22

Account String 01.0-90201.0-11100-10000-5810-2158800

The assignment ☒ **will** or ☒ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ _____ per hour☐/ per day ☐/ per session☐ for a total not to exceed $ $1,210.00 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on 3/30/22 and terminating on 3/30/22 .
3. Payment Terms: _____
4. Consultant will provide the following services:

   Science based Virtual LIVE program - Storm Chasers

5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

_____ _____ 2-18-22

BUSD Authorized Signature/Title Date Consultant Science is Fun for Everyone! Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req.

Revised 06/19

SCIENCE FUN FOR EVERYONE!

Letter to Parents
GREETINGS!



Program: Storm Chasers

We look forward to visiting your child's classroom soon!



SCIENCE FUN For Everyone will be visiting your child's classroom soon!

Our in-school field trips provide FUN, interactive, "hands-on" science experiences.

The students will become Scientists, perform experiments, take home at least one of their activities and earn a science certificate award!

At Home Exploration!

Do you want to experiment at home with your junior scientist?

Click here to visit our experiment page!

Students Will Learn:

5.E.1 Understand weather patterns and phenomena, making connections to the weather in a particular place and time.

5.E.1.1 Compare daily and seasonal changes in weather conditions and patterns.

5.E.1.2 Predict upcoming weather events from weather data collected through observation and measurements.

5.E.1.3 Explain how global patterns such as the jet stream and water currents influence local weather in measurable terms such as temperature, wind direction and speed, and precipitation.

PHONE: 919.460.5800 WEB: www.ScienceFun.org EMAIL: info@ScienceFun.org

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 16th of February, 20 22 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Mobile Ed Productions, Inc. hereinafter referred to as "Consultant."

Payee's Name Mobile Ed Productions Inc Daytime Phone Number 800 433 7459

Email Address linda h@mobiled productions.com

Mailing Address 20018 W Seven Mile Rd Detroit, MI 48240

Sponsoring Administrator Jill Johnson

Board Approval Date 3/17/2022

Account String 01.0-90201.0-11100-10000-5810-2158800

The assignment ☐ **will** or ☒ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ _____ per hour☐/ per day ☐/ per session☐ for a total not to exceed $ 1,095.00 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on 5/9/22 and terminating on 5/9/22.
3. Payment Terms: To be paid after program has concluded on 5/9/22
4. Consultant will provide the following services:

   Skye Dome Presentation for 5th Grade Science Week

5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

BUSD Authorized Signature/Title	Date	Consultant	2/17/2022 Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req. Revised 06/19

mobile ed
productions, inc.

SCHOOL ASSEMBLY PROGRAMS
AND HANDS-ON WORKSHOPS

SKY DOME PLANETARIUM







ARE YOU READY TO BLAST OFF?

"Perfect learning "virtual field trip" for our science standards! Since gas price hikes, field trips have been cut back. This program took kids to a planetarium setting right here at school."

- North Oakview Elementary, Grand Rapids, MI

Take your students on a 45 minute journey through the universe from the comfort and security of your own school. Our portable, inflatable planetarium will come right to your location and dazzle your budding astronomers as they are taken on a tour of the solar system.

Students will enter the dome and be introduced to a "star filled" sky. Our navigator with the use of a digital planetarium projector and a laser pointer, will guide students through the stars of the Northern Hemisphere exactly as they appear on the day of the presentation.

Students will learn how to identify every planet in our solar system in dramatic "flights" towards each world. They will be introduced to Greek mythological characters and see how these heroes of the past can be found in the stars. Students will witness the night sky in different seasons and from different global perspectives.

The Sky Dome Planetarium can be quickly and easily set up in most gymnasiums or other large rooms with a high ceiling. It has delighted students in thousands of schools throughout the country and we are confident that you will be thrilled by the excitement and enchantment this program offers. All presentations are tailored for each age group (K-8) and will provide appropriate academic content. The dome is also handicapped-accessible.

PROGRAM SUMMARY

Grade Level: K-8

Max. Audience Size: 90 students and teachers per performance

Performance Time: 40-45 min.

Setup Time: 45 min.

Teardown Time: 30 min.

Required Utilities:

- An indoor area large enough to fit the 36' diameter dome with a ceiling 15' high at its lowest point
- One AC electrical outlet

Subjects Covered:

- Greek constellations
- The Milky Way galaxy
- The Sun and all the planets
- The Moon

TO ORDER CALL
800.433.7459

www.mobileedproductions.com

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 16th of February, 20 22 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Mobile Ed Productions, Inc. hereinafter referred to as "Consultant."

Payee's Name Mobile Ed Productions, Inc Daytime Phone Number 800-433-7459

Email Address lindah@mobileedproductions.com

Mailing Address 26018 W Seven Mile Redford, MI 48240

Sponsoring Administrator Jill Johnson

Board Approval Date 3/17/2022

Account String 01.0-90201.0-11100-10000-5810-2158800

The assignment ☐ **will** or ☒ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

Retired Employee: Please check if you belong to _____ calPERS _____cal STRS Retirement Date _____

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ _____ per hour☐/ per day ☐/ per session☐ for a total not to exceed $ 1,295.00 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on 5/2/22 and terminating on 5/2/22.
3. Payment Terms: To be paid after program has concluded on 5/2/22
4. Consultant will provide the following services:

   STEAM Museum Presentation for 5th Grade Science Week
5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

BUSD Authorized Signature/Title Date

Consultant Date 2/17/2022

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req.

Revised 06/19

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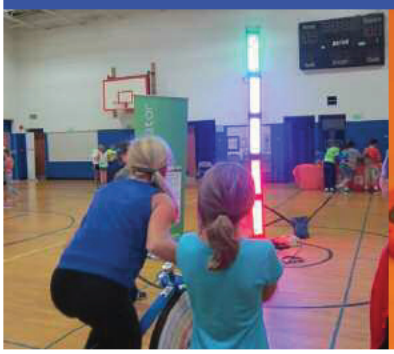
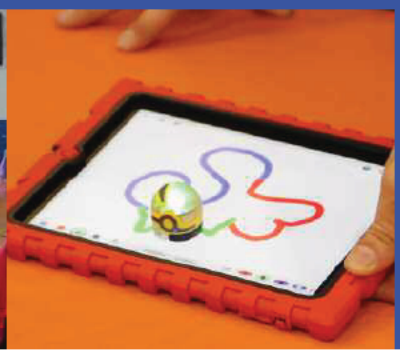
SCHOOL ASSEMBLY PROGRAMS
AND HANDS-ON WORKSHOPS

STEAM MUSEUM







PORTABLE HANDS-ON MUSEUM

"Thank you so much. The program was amazing and our students and families enjoyed it fully. Kids were amazed with the robot and so excited when it started talking and moving"

- KIPP Lanning Square Primary, Camden, NJ

What if you could bring the experience of visiting a science museum right to your school?

Wouldn't that be great? Being able to save on not only admission costs, but transportation fees as well? Not having to deal with the hassles of permission slips or taking an entire day away from your curriculum requirements? Well, now you can.

Say hello to Mobile Ed's STEAM Museum. This comprehensive update over our original nationwide hit STEM Museum is ready to turn your gymnasium or multi-purpose room into a state-of-the-art hands-on children's museum focused on STEAM education (science, technology, engineering, art and math). With activities suitable for all ages, you'll find work-stations to not only augment your existing science and math curriculum, but you will also expose your students to high-tech fields of study they never before had access to. In addition, we put the A in STEAM by opening up your student's right-brains through activities that encourage divergent thinking.

The STEAM Museum has something for all grade levels and interests. Students are encouraged to explore the museum at their own pace and manage their time between stations that appeal to their –individual interests. Adult supervision from the Mobile Ed presenter and parent volunteers will be present at some of the stations to focus the students and to positively enhance the experience with small group instruction.

STEAM Museum truly has something for everyone! From building an arch to programming a robot to 3D printing, we bring experiences your students might not ever have had before right to your doorstep – and plenty of them! With so much to do, you might need a second visit to see it all.

PROGRAM SUMMARY

Grade Level: K-6

Max. Audience Size:
60 students per session

Performance Time: 40 min.

Setup Time: 2 hours

Teardown Time: 90 min.

Required Utilities:
- An indoor 50' x 50' space (gym, multipurpose room)
- Handicap accessibility to the building and performance space (no stairs)
- Eight 6'-8' banquet tables
- 3 electrical outlets (1 - 20 amp circuit)
- Minimum of one adult volunteer for load-in and load-out and six to help for the entire day to run various stations and activities

Subjects Covered:
- Manufacturing methods and techniques
- Energy
- Technology
- Simple machines
- Gear ratios
- 3D printing
- Robotics
- Geometry
- Structures
- Friction
- Gravity

TO ORDER CALL
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www.mobileedproductions.com

Burbank Unified School District
Instructional Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Sharon Cuseo, Assistant Superintendent, Instructional Services
PREPARED BY:	Sharon Cuseo, Assistant Superintendent, Instructional Services
SUBMITTED BY:	Terri Ramirez-Adams, Administrative Secretary II
DATE:	March 17, 2022
SUBJECT:	Approval of Non-Instructional Consultant Services

Background:

The purpose of the Non-Instructional Consultant Services is to support the goals of the school and/or District. Consultants are selected based on their qualifications, expertise and experience. When a non-instructional consultant is selected, the consultant, company/organization must complete the required paperwork by the District to ensure that District students receive the services they require. All non-instructional consultant requests must be approved by the Board of Education prior to services being rendered.

Discussion and Issues:

Sites submit the required paperwork to Instructional Services. Work must not begin until the site receives a confirmation of Board approval from Instructional Services. If the non- instructional Consultant assignment requires unsupervised contact with student(s) during the contract period, the Consultant will be required to provide Department of Justice fingerprint clearance through the District's Human Resources Services.

Fiscal Impact:

There is no fiscal impact.

Recommendation:

Sharon Cuseo, Assistant Superintendent, Instructional Services, recommends that the Board of Education approve the non-instructional consultant services for the purpose of supporting the school and/or District goals, and that authority to sign the agreements be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
INSTRUCTIONAL SERVICES
APPROVAL OF NON-INSTRUCTIONAL CONSULTANT SERVICES

Board Meeting Date: March 17, 2022

Site	Name	Purpose	Dates	Cost	Appropriation Number
Miller Elementary	Ryan McKenzie Music Makes you Move	DJ and open air photo booth with unlimited prints	5/20/2022	$750	01.0-90201.0-11100-10000-5850-2038700

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue • Burbank, CA 91506-2460 • (818) 729-4400

AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 24 of February, 2022 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and Music makes you move/Ryan McKenzie hereinafter referred to as "Consultant."

Payee's Name Music Makes you Move/Ryan McKenzie Daytime Phone Number 877-302-6696

Email Address Ryan@musicmakesyoumove.com

Mailing Address [redacted] Los Angeles, CA 90013

Sponsoring Administrator Miriam Wazirkajoyan

Board Approval Date 03/17/22

Account String 010-90201-0-11100-10000-5850-203-8700-0000

The assignment ☐ **will or** ■ **will not** require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

~~**Retired Employee: Please check if you belong to _____ calPERS _____ cal STRS Retirement Date _____**~~

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

NOW THERFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ _____ per hour☐/ per day ☐/ per session☐ for a total not to exceed $750 **Amount to include speaking fee, mileage and any additional fees.
2. The term of the Agreement shall be the period commencing on May 20th 2022 and terminating on May 20th 2022 .
3. Payment Terms: _____
4. Consultant will provide the following services:

   DJ service, speaker system, crowd engagement, 2 dance lights, open air photo booth with unlimited prints & backdrop

5. The Consultant shall provide an invoice/Authorization for Payment of the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.
6. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
7. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
8. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
9. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
10. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County

IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

BUSD Authorized Signature/Title Date

K. McKe 2/25/22

Consultant [sic] makes you move/Ryan McKe Date

Instructions: Consultant is to sign and return one copy to the sponsoring administrative site. Agreement will be submitted for Board Approval. After Board approval, a Purchase Req will be created. This Purchase Req will need to include the Agreement for Consultant Services, W9, and Board Approved coversheet uploaded on the Purchase Req.

Revised 06/19

Here are some notes and an article from Voyage LA Magazine concerning Ryan Mckenzie:

http://voyagela.com/interview/meet-ryan-mckenzie-music-makes-move-downtown-la/

Ryan has been a DJ since 2003. He started with family weddings, friends' parties, and events for local high schools. Ryan graduated from Scratch DJ Academy in Los Angeles, one of the world's most prestigious institutions for training disc jockeys, where students are taught by top radio disc jockeys in Los Angeles. The instructors are employed by radio stations such as Power106, 102.7 KIIS FM, and 93.5 AMP radio. Ryan then worked as a "performing DJ" for Princess Cruises for four years, on the following ships: Golden Princess – Alaska Sapphire Princess – Canada/Alaska Golden Princess – Mexico Ruby Princess – Mediterranean Golden Princess – Hawaii & The Emerald Princess in the Baltics. Ryan Mckenzie makes it his number one priority to ensure that you'll have an amazing party. By combining his music knowledge with your requests, he'll play the right tunes at the right time. Knowing that every event is unique, he stays conscious of the tone you want to achieve at your event and tailor your party's playlist to your needs.

MUSIC MAKES YOU MOVE - OWNER
877-302-6696
MusicMakesYouMove.com
Facebook.com/MusicMakesYouMove

Burbank Unified School District
Instructional Services
REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Peter Knapik, Director, Elementary Education
PREPARED BY:	Peter Knapik, Director, Elementary Education
SUBMITTED BY:	Terri Ramirez-Adams, Administrative Secretary II
DATE:	March 17, 2022
SUBJECT:	Approval of Agreement with Burbank Community YMCA for Learn, Grow, Thrive Program, Summer 2022

Background:

On November 1, 2016, a Request for Proposal (RFP) was posted to the Burbank Unified School District's website inviting organizations to fill out and return the application to operate a summer program. All completed RFPs were due on or before November 18, 2016. One organization submitted an application during the 2016 RFP process. After careful consideration, using a pre-determined rubric that was provided in the RFP application, the District selected the Burbank Community YMCA as the program provider. The RFP also allowed the District to exercise a decision to continue the RFP for summer 2022.

The funding source that will be used for the 2022 summer program is Title I and Expanded Learning Opportunities Program (ELOP) for grades Transitional Kindergarten (TK) through Grade 6. Additionally, the YMCA will also contribute to the funding. The actual grades that will be offered are dependent on available staffing and current students from grades TK thru 6. The Summer 2022 YMCA Learn, Grow, Thrive Program is intended for Title I sub-groups, and students with "1s" and "2s" or "D's" and "F's" in English/Language Arts and/or Mathematics in grades TK-6.

The guidelines for this RFP included:

- A program that meets the academic needs of the targeted sub-groups
- A program that has a system for measuring student academic progress
- A program that can provide a high-quality child care program for students beyond the regular school day
- A program that provides a daily schedule that meets the developmental needs of elementary grades students
- A program design for grades TK through 6 that is funded by BUSD for up to $135,000 from Title I and $50,000 from the Expanded Learning Opportunities Program (ELOP).

District-Wide Goals for 2021 - 2022:

1. Students will be career/college ready via high-quality instruction
2. Students will be physically, emotionally, and mentally healthy

Discussion/Issues:

The proposed 2022 Summer School Program will be held at Emerson Elementary School for grades TK through 5, depending on staffing and current students in Grades TK-6 wanting to enroll in the program. This program will begin on Monday, June 6, 2022, and end on Thursday, July 21, 2022, for a total of 30 days. Tentatively there will be no school on Monday, June 20 due to the Juneteenth holiday that falls on Sunday, June 19. There will also be no school on Monday, July 5 due to the Fourth of July holiday. Students can start arriving at 8:00 a.m. The educational program hours will be 8:30 a.m. – 1:00 p.m. Further, child care in a camp-like environment will be offered from 1:00 p.m. to 5:30 p.m. The program will provide additional instruction for underperforming students in English Language Arts and Mathematics by a certificated classroom teacher. Literacy and math instruction will be four hours of the day and enrichment instruction will be six hours daily. The program will serve low-income pupils, English learners, foster youth, and redesignated fluent English proficient students including students eligible for Title I support services. The program plans on serving up to 200 students in grades TK-6. As the program vendor, YMCA will incur the cost of Use of Facilities, per Category II of the current Board Approved Use of Facilities Rate Schedule.

Given the success of the previous summer programs as measured by pre-and post-assessment data and a parent survey, it was determined to extend the RFP by the Burbank Community YMCA.

Fiscal Impact:

The District contract, an agreement for up to $135,000 and $50,000 from the Expanded Learning Opportunities Program (ELOP) beginning on March 18, 2022, through July 31, 2022, with the Burbank Community YMCA. The funding from Title I and ELOP is sufficient to support this agreement. The District is not responsible for any additional charges or expenses should grant funding cease.

Recommendation:

Peter Knapik, Director, Elementary Education, recommends that the Board of Education approve the Agreement between the Burbank Unified School District and Burbank Community YMCA, to provide services for the 2022 Elementary Summer Program, not to exceed $135,000 from Title I ($18,243- 01.0-30100.0-11100-10012-5810-5480000 from the fiscal year 2021-2022; $62,757- 01.0-30100.0-11100-10012-5110-5480000 from the fiscal year 2021-2022; $54,000- 01.0-30100.0-11100-10012-5110-5480000 from the fiscal year 2022-2023 and $6,757- 01.0-26000.0-11100-10012-5810-5480000 from the fiscal year 2021-2022; $23,243- 01.0-26000.0-11100-10012-5110-5480000 from the fiscal year 2021-2022; $20,000- 01.0-26000.0-11100-10012-5110-5480000 from the fiscal year 2022-2023) effective March 18, 2022, through July 31, 2022, and that authority to sign this agreement be exercised pursuant to BUSD-AR 3314, as presented.

AGREEMENT TO PROVIDE FOR

YMCA LEARN, GROW, THRIVE SUMMER PROGRAM

FOR BURBANK UNIFIED SCHOOL DISTRICT

ELEMENTARY AND MIDDLE SCHOOL STUDENTS

The Burbank Unified School District (“DISTRICT”) and Burbank Community YMCA, a California non-profit corporation (“YMCA") enter into this agreement (“Agreement") for the following purposes and with reference to the following facts:

WHEREAS, DISTRICT, is the Local Educational Agency and applicant for the 2022 Elementary and Middle School Summer Programs, Title I and Expanded learning Opportunities Program funds ("GRANT").

WHEREAS, DISTRICT seeks to contract with YMCA, to provide certain elements of the 2022 Elementary and Middle School Summer Programs required by the conditions of the GRANT.

WHEREAS, it is necessary and desirable that this Agreement be executed for the purposes stated herein.

NOW, THEREFORE, it is hereby agreed by each of the parties to this Agreement as follows:

1. **Scope of Services**

   The DISTRICT collaborates with the YMCA to operate comprehensive educational and enrichment activities for up to 200 students, designated at Emerson Elementary School and Luther Burbank Middle School. There is an allowance for additional students whose families pay the YMCA for the summer program and/or child care services. The District will accommodate those students with appropriate classroom space.

   YMCA agrees to comply with any further requirements imposed on the DISTRICT by the California Department of Education ("CDE") as a result of the Title I and Expanded Learning Opportunities Program funding. YMCA agrees to the following:

A. **Operational Requirements**

- To operate Monday, June 6, 2022, through Thursday, July 21, 2022, from 8:00 a.m. until 5:30 p.m. No school will be held on Monday, June 20, 2022, and Monday, July 4, 2022. A summer school day is any day that students attend the summer school day during the summer school year. The program will operate four or five days per week per scheduled days.

- June 6, 7, 8, 9, 10, 13, 14, 15, 16, 17, 21, 22, 23, 24, 27, 28, 29, 30
  July 5, 6, 7, 8, 11, 12, 13, 14, 18, 19, 20, 21

- To fulfill the administrative functions for hiring summer school staff. Decisions on hiring, wages, and management will be performed by the YMCA's Summer Program Director. The YMCA reserves the right to terminate any employee for violation of any YMCA policies or BUSD District policies or regulations.

- To develop a curriculum and enrichment plan that meets the educational needs of the students who will be served by the program. This plan shall be consistent with the plan outlined in the original proposal, submitted by the YMCA, in November 2016.

- To follow California Department of Education and District Elementary and Middle School Summer School Programs requirements and guidelines with the use of Title I and Expanded Learning Opportunities Program GRANT funds.

- To collaborate with the District administrative staff and the District's Elementary Summer Site Coordinator(s) to provide high-quality educational and enrichment elements that may include, but are not limited to literacy, mathematics, recreation, physical fitness, and citizenship/ character-building activities. Such activities might involve art, music, physical education, nutrition education, general recreation, career awareness, work preparation activities, community service-learning, and other youth development activities, as based on students' needs and interests.

- To collaborate in providing a safe, physical and emotional environment, with opportunities for relationship-building and to promote active pupil engagement.

- To comply with all federal statutes relating to nondiscrimination, including the Title VI of Rights Act 1964 (45 *USC* sections 2000d through 2000d 4) prohibiting discrimination on the basis of race, color, or

national origin; Title IX of the Education Amendments of 1972 (20 *USC* sections 1681 1683) prohibiting discrimination on the basis of sex; Section 504 of the Rehabilitation Act of 1973 (20USC Section 794) prohibiting discrimination on the basis of handicap; and the Age Discrimination Act (42USC Section et seq) prohibiting discrimination on the basis of age.

B. **Staffing Requirements**

- To ensure that all personnel who have direct supervision of students be subject to the approval of the DISTRICT, and meet the minimum qualifications as stated in the GRANT bypassing the DISTRICT-approved YMCA assessment for program staff.

- To collaborate with the DISTRICT to ensure that all program staff managed by YMCA participate in training regarding DISTRICT procedures and safety/emergency rules and regulations.

- To collaborate and ensure that all staff and volunteers managed by YMCA will fulfill health screening and fingerprint clearance requirements in current law according to DISTRICT policy.

- To ensure that any individuals hired specifically to teach students are fully credentialed.

C. **Reporting and Evaluation of Program**

- To provide background checks, fingerprints, hiring, and payroll services, consistent with DISTRICT policies and administrative regulations.

- To keep accurate records and report actual pre-approved expenditures to the DISTRICT on a monthly basis.

- To provide information for the statewide independent evaluation as required under Title I and Expanded Learning Opportunities Grant Program.

- To implement procedures that enable the District to assist employees to complete registration forms and annual enrollment information for YMCA as may reasonably be necessary to enable YMCA to fulfill their duties and requirements.

- To respond to any additional surveys or other methods of data collection

that may be required by the California Department of Education under Title I and Expanded Learning Opportunities Program throughout the life of the program.

- Provide reports to the DISTRICT as may reasonably be necessary to enable the DISTRICT to perform its duties. YMCA will maintain and provide access to all records used in the preparation of such reports for a period of five years.

2. Use of District Facilities

A. The DISTRICT shall provide sufficient classrooms, playground and other space as necessary for the 2022 YMCA Learn, Grow, Thrive Elementary and Middle School Summer Programs ("LGT").

B. As the contracted vendor for the Summer, YMCA agrees that the cost for Use of Facilities will be incurred by the YMCA, and that cost will be deducted from the $135,000 (Title I) and/or $50,000 (ELOP) that BUSD agrees to pay the YMCA for operating the 2022 LGT program.

3. Term The term of this Agreement is from March 19, 2022, to July 31, 2022.

4. Compensation In consideration of the satisfactory provision of the above services, and in accordance with the provisions of the Title I GRANT funds, DISTRICT will compensate YMCA as follows:

a. Up to $135,000 (Title I) and/or up to $50,000 (ELOP) (minus the agreed-upon Use of Facilities rate - per Category II of the current DISTRICT Board approved Use of Facilities Rate Schedule) payable to YMCA as follows: up to $125,000 (Title I) and up to $50,000 (ELOP) for the purchase of expenditures for YMCA staff providing direct services to students on summer school days when the YMCA program is operating from June 6, 2022, through July 21, 2022.

b. Compensation to the YMCA will be made out of Title I and Expanded Learning Opportunities Program GRANT funds received by the DISTRICT and only up to the limits of this Agreement for which allowable and approved expenditures were made. DISTRICT is not responsible for any additional charges or expenses.

c. The DISTRICT agrees to submit all Title I and Expanded learning Opportunities Program GRANT-related reports required by the CDE or

U.S. Department of Education in a timely manner and in advance of deadlines.

d. YMCA agrees to supply the DISTRICT with any and all reporting information that is required by the CDE or U.S. Department of Education in a timely manner and in advance of any deadlines.

5. **Termination** This Agreement may be terminated by DISTRICT for cause. Any concerns related to a potential termination for cause will be expressed by DISTRICT to YMCA in writing. YMCA will have 30 days to remedy these concerns. In the event of termination, YMCA will receive compensation for services satisfactorily provided based upon this Agreement up to and including the date of termination.

This Agreement may be terminated by YMCA for cause. Any concerns related to a potential termination for cause will be expressed by YMCA to DISTRICT in writing. The DISTRICT will have 30 days to remedy these concerns.

6. **Amendment** This contract may be amended by written agreement of both parties.

7. **Indemnification**

7.1 Except to the extent resulting from or arising out of the negligence or willful misconduct of the DISTRICT, its Board or any member thereof or their respective officers. employees, agents or representatives, YMCA agrees to indemnify, hold harmless, release and defend (even if the allegations are false, fraudulent or groundless), to the maximum extent permitted by law, and covenants not to sue, the DISTRICT, its Board and each member thereof; and their respective officers, employees, agents or representatives, from any and all liability, toss, suits, claims, damages, costs, judgments and expenses including attorney's fees and costs of litigation which result from or arise out of, are claimed to result from or to arise out of any act of neglect, default or omission of YMCA its employees, representatives, subcontractors, or agents relating to its activity or performance under this Agreement.

7.2 Except to the extent resulting from or arising out of the negligence or willful misconduct of the YMCA, its Board or any member thereof or their respective officers, employees, agents or representatives, DISTRICT agrees to indemnify, hold harmless, release and defend (even if the allegations are false, fraudulent or groundless), to the maximum extent permitted by law,

and covenants not to sue, the YMCA, its Board and each member thereof and their respective officers, employees, agents or representatives, from any and all liability, loss suits, claims, damages, costs, judgments and expenses (including attorney's fees and costs of litigation) which result from, or arise out of, or are claimed to result from or to arise out of any act of neglect, default or omission of DISTRICT, its employees, representatives, subcontractors, or agents relating to its activity or performance under this Agreement.

8. **Insurance** YMCA, at its own expense, shall procure and maintain policies of insurance of the types and in the amounts set forth below, for the duration of the Agreement, including any extensions thereto. The policies shall state that they afford primary coverage. Insurance must be maintained with firms licensed in California and recognized by the State. All firms shall have an A.M. Best Rating Services, Inc. rating of "A" or better. YMCA will provide evidence of all necessary insurance. Insurance provisions outlined below will be in effect and must be complied with during the term of the Agreement.

8.1 Comprehensive General Liability insurance with limits of at least $2,000,000 combined single limits for bodily injury and death, and $500,000 property damage meeting the above standards.

8.2 YMCA shall comply with the applicable sections of the California Labor Code concerning worker's compensation for injuries on the job. Compliance is accomplished by securing and maintaining in force a policy of workers' compensation insurance with statutory limits and Employer's Liability Insurance with a minimum limit of $1,000,000 per accident. The policy shall be endorsed to waive all rights of subrogation against DISTRICT, its board members, officers, employees, and volunteers for losses related to worker's compensation arising from the performance of this Agreement.

8.3 Each insurance policy included in this clause shall be endorsed to state that coverage shall not be canceled except after thirty (30) days prior written notice to the DISTRICT.

8.4 Prior to the commencement of performance, YMCA shall furnish DISTRICT with a certificate of insurance for each policy. Each certificate is to be signed. Certificate(s) must be in a form approved by DISTRICT. DISTRICT may require complete, certified copies of any or all policies, at any time.

8. 5 Failure to maintain required insurance at all times shall constitute a default notify DISTRICT and cease all performance under this Agreement until further directed by the DISTRICT.

8.6 The YMCA, its Board or any member thereof, or their respective officers, employees, agents, or representatives will be endorsed as additional insured as respects liability arising out of District's performance of this Agreement.

9 **Severance Provision** In the event that any of the terms or provisions of this Agreement are found to be legally unenforceable, then the remaining terms and conditions shall nevertheless be enforceable without regard to any such provisions or terms that are found to be legally unenforceable.

10 **Counterparts** This Agreement may be executed in counterparts, each of which when taken together shall constitute one binding Agreement.

IN WITNESS HEREOF, the parties hereto, have approved and executed this

Agreement on the date set forth opposite their respective signatures.

Mary Cutone Date	Matt Hill, Ed.D. Date
President & CEO	Superintendent of Schools
Burbank Community YMCA	Burbank Unified School District

Burbank Unified School District
Instructional Services
REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Peter Knapik, Director, Elementary Education
PREPARED BY:	Peter Knapik, Director, Elementary Education
SUBMITTED BY:	Terri Ramirez-Adams, Administrative Secretary II
DATE:	March 17, 2022
SUBJECT:	Ratification of Agreement between Boys and Girls Club of Burbank and the After School Education and Safety (ASES) Program

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Background:

Since 1999, Burbank Unified School District has participated in the California Department of Education (CDE) grant-funded After School Education and Safety (ASES) program. Initial grant funding for ASES was awarded to Providencia Elementary School, Luther Burbank Middle School, and Fairgrove Academy from the Hacienda La Puente School Unified District. At the time, Fairgrove Academy was included in this funding because it joined with the two original participating Burbank schools in their consortium application in 1999. In the 2000's George Washington Elementary School and Walt Disney Elementary School were added to the ASES grant program. Four years ago, Fairgrove Academy was removed from the District's ASES Grant. Burbank Unified School District (BUSD) is now the sole fiscal agent for its four participating schools: Providencia Elementary School, George Washington Elementary School, Walt Disney Elementary School, and Luther Burbank Middle School.

This year, BUSD was awarded $691,994.97 from the State of California for the ASES Program.

District-Wide Goals 2021-22:

1. Students will be career/college ready via high-quality instruction
2. Students will be physically, emotionally, and mentally healthy

Discussion/Issues:

For the past several years, the District has contracted with the Boys and Girls Club of Burbank to provide site-based staffing and supervision for the ASES program. This partnership has existed at each of the District's four participating school sites. The District's contract with the Boys and Girls Club for the ASES program has been renewed on an annual basis and delineates the services and resources provided to operate the program. The District's contract with the Boys and Girls Club of Burbank to provide staff, support, and programming for the ASES program for the 2021-22 school year, is assessed at a cost of up to $605,000.

Fiscal Impact:

There is no direct fiscal impact on the District. The entire amount of funding allocated to the Boys and Girls Club of Burbank for their staffing, support, and programming for the ASES program comes from the CDE's ASES Grant allocation of $691,994.97, which was awarded to the District on February 25, 2022.

Recommendation:

Peter Knapik, Director, Elementary Education, recommends that the Board of Education ratify the Agreement between the Burbank Unified School District and Boys and Girls Club of Burbank, to provide services for the After School Education and Safety (ASES) Program, not to exceed $605,000.00 (01.0-60100.0-0-00000-27000-5810-7429000), effective July 1, 2021, through June 30, 2022, and that authority to sign this agreement be exercised pursuant to BUSD –AR 3314, as presented.

AGREEMENT FOR AFTER SCHOOL EDUCATION SERVICES

The BURBANK UNIFIED SCHOOL DISTRICT, and THE BOYS AND GIRLS CLUB OF BURBANK and GREATER EAST VALLEY, INC, a California Non-Profit Corporation ["B&GCB"] enter into this agreement for the following purposes and with reference to the following facts:

RECITAL

WHEREAS, DISTRICT, is the Local Educational Agency and applicant for the After School Education and Safety ["ASES"] Grant.

WHEREAS, DISTRICT seeks to contract with B&GCB, to provide certain elements of the ASES program required by the conditions of the Grant.

WHEREAS, it is necessary and desirable that this Agreement be executed for the purposes stated herein.

NOW, THEREFORE, it is hereby agreed by each of the parties to this Agreement as follows:

1. **Scope of Services:** The District collaborates with B&GCB to operate comprehensive enrichment activities (consistent with Grant guidelines) for the number of students designated at the following schools:

    a. Providencia Elementary School: up to 96 students;
    b. Disney Elementary School: up to 96 students;
    c. Washington Elementary School: up to 96 students;
    d. Luther Middle School: up to 128 students

B&GCB further agrees to comply with any further requirements imposed on the District by the California Department of Education as a result of the Grant award.

B&GCB Agrees:

A. **Operational Requirements:**

- To operate every school day of the school year for at least three hours per day, beginning when school is dismissed, for the subsequent three hours, to at least 6:00 p.m. A school day is defined as any day that students attend school during the regular school year.

- To fulfill the administrative functions for hiring after-school staff. Decisions on hiring, wages, and management will be performed by the District in collaboration with the B&GCB. The B&GCB reserves the right to terminate any employee for violation of the B&GCB Club policy. B&GCB administrative functions include, but are not limited to the following:

    - Manage Position Openings/ Staff Recruitment/ Onboarding
    - Human Resource support which includes: Timekeeping issues, employee issues, payroll support, and Coivid-19 support
    - B&GCB Membership Tracking system includes Collection of membership forms, data entry of membership forms, National Youth Outcomes Initiative Survey (NYOI) reporting to BGCA.

- To work with the District, ASES Coordinator, and site coordinators to develop an enrichment plan.

- To follow all of the California Department of Education ASES requirements and guidelines for the use of funds.

- To collaborate with the ASES Coordinator and ASES Site Coordinators to provide educational enrichment elements that may include, but are not limited to: recreation, physical fitness, and prevention activities. Such activities may involve music, physical education, health promotion, general recreation, career awareness, and work preparation programs, as well as community service learning and other youth development activities based on students' needs and interests.

- To collaborate in providing a safe physical and emotional environment that facilitates opportunities for relationship-building and promotes active pupil engagement.

- To comply with all federal statutes relating to nondiscrimination; including Title VI of the Civil Rights Act of 1964 *(45 USC sections 2000d - 2000d4)* prohibiting discrimination on the basis of race, color, or national origin; Title IX of the Education Amendments of 1972 *(20 USC sections 1681-1683)* prohibiting discrimination on the basis of sex; Section 504 of the Rehabilitation Act of 1973 *(20 USC Section 794)* prohibiting discrimination on the basis of handicap; and The Age Discrimination Act of 1975 *(42 USC Sections 6101-6107),* prohibiting discrimination on the basis of age.

B. **Staffing Requirements:**

- To ensure that all personnel who have direct supervision of students be subject to the approval of the District ASES Coordinator and meet the minimum qualifications as stated in the grant bypassing the District-approved ASES assessment for program staff.

- To collaborate with the District ASES Coordinator to ensure that all program staff managed by B&GCB participate in training regarding District and Boys & Girls Clubs of America procedures andsafety/emergency, prevention, rules, and regulations. Trainings including, but limited to:

    - Duty To Report: Mandated Reporter
    - Abuse Risk Management
    - Keeping Your Boys & Girls Club Safe
    - Employee Prevention of Harassment and Sexual Harassment
    - CPR/First Aid

- To collaborate and ensure that all staff and volunteers managed by B&GCB will fulfill health screening and fingerprint clearance requirements in current law, according to District policy.

- To ensure that all program staff has the option of attending B&GCB trainings related to enrichment and program training and onsite program support.

C. **Reporting and Evaluation of Program:**

- To submit monthly payroll and invoices for reimbursement.
- To provide background checks, fingerprints, hiring, and payroll services.
- To keep accurate records and report actual preapproved expenditures to the District on a monthly basis.
- To provide information for the statewide independent evaluation for the California Department of Education, as required under the grant.
- To implement procedures that enable the District to assist employees to complete registration forms and annual enrollment information for B&GCB, as may reasonably be necessary to enable B&GCB to fulfill their duties and requirements.
- To respond to any additional surveys or other methods of data collection that may be required by the California Department of Education under the ASES grant, throughout the life of the program.
- Make reports to the District as may reasonably be necessary to enable the District to perform its duties. B&GCB shall maintain and provide access to all records used inthe preparation of such reports for a period of five years.

2. **Use of District Facilities**:

The District shall provide sufficient after-school classrooms, playgrounds, and any other spaces, as necessary, for the ASES program.

3. **Term:**

The term of this Agreement is from July 1, 2021, to June 30, 2022. By agreement of the parties, this Agreement may be renewed for successive one-year periods.

4. **Compensation:**

In consideration of the satisfactory provision of the above services, and in accordance with the provisions of the Grant, the District will compensate B&GCB as follows:

4.1 Up to $605,000.00 payable to B&GCB as follows:

$500,000 for the purchase of monthly payroll expenditures for ASES staff providing direct services to students on regular school days when the ASES program is operating from July 1, 2021, through June 30, 2022.

4.2 $105,000.00 administrative expenses from July 1, 2021, through June 30, 2022.

4.3 B&GCB shall make every effort to submit payroll and invoices to the Program Coordinator by the 5th and 20th day of each month following the end of payroll, in order for the District to review these, and if correct, process these for reimbursement.

4.4 Compensation to the B&GCB will only be made out of Grant funds received by the District and only up the limits of this Agreement for which allowable and approved expenditures were made. The district is not responsible for any additional charges or expenses.

4.5 B&GCB agrees to supply the District with any and all reporting information that is required by the CDE or U.S. Department of Education in a timely manner and in advance of any deadlines.

5. **Termination:**

This Agreement may be terminated by District for cause. Any concerns related to a potential termination for cause will be expressed by District to B&GCB in writing. B&GCB will have 30 days to remedy these concerns. In the event of termination, B&GCB will receive compensation for services satisfactorily provided based upon this Agreement up to and including the date of termination.

This Agreement may be terminated by B&GCB for cause. Any concerns related to a potential termination for cause will be expressed by B&GCB to District in writing. The District will have 30 days to remedy these concerns.

6. **Amendment:**

This contract may be amended by the written agreement of both parties.

7. **Indemnification:**

7.1 Except to the extent resulting from or arising out of the negligence or willful misconduct of the District, its Board or any member thereof; or their respective officers, employees, agents or representatives, B&GCB agrees to indemnify, hold harmless, release and defend (even if the allegations are false, fraudulent or groundless), to the maximum extent permitted by law, and covenants not to

sue, the District, its Board and each member thereof; and their respective officers, employees, agents or representatives, from any and all liability, loss, suits, claims, damages, costs, judgments and expenses (including attorney's fees and costs of litigation) which result from, or arise out of, or are claimed to result from or to arise out of any act of neglect, default or omission of B&GCB, its employees, representatives, subcontractors, or agents relating to its activity or performance under this Agreement.

7.2 Except to the extent resulting from or arising out of the negligence or willful misconduct of the B&GCB, its Board or any member thereof; or their respective officers, employees, agents or representatives, District agrees to indemnify, hold harmless, release and defend (even if the allegations are false, fraudulent or groundless), to the maximum extent permitted by law, and covenants not to sue, the B&GCB, its Board and each member thereof; and their respective officers, employees, agents or representatives, from any and all liability, loss, suits, claims, damages, costs, judgments and expenses (including attorney's fees and costs of litigation) which result from, or arise out of, or are claimed to result from or to arise out of any act of neglect, default or omission of District, its employees, representatives, subcontractors, or agents relating to its activity or performance under this Agreement.

8. **Insurance:**

B&GCB, at its own expense, shall procure and maintain policies of insurance of the types and in the amounts set forth below; for the duration of the Agreement, including any extensions thereto. These policies shall state that they afford primary coverage. Insurance must be maintained with firms licensed in California and recognized by the State. All firms shall have an "A.M. Best" rating of "A" or better. B&GCB will provide evidence of all necessary insurance. Insurance provisions outlined below will be in effect and must be complied with during the term of the Agreement.

8.1 Comprehensive General Liability insurance with limits of at least $2,000,000 combined single limits for bodily injury and death, and $500,000 property damage meeting above standards.

8.2 The District, its board members, officers, employees, agents, and volunteers must be endorsed on the policy as additional insured as respects liability arising out of B&GCB performance of this Agreement. If B&GCB employs other contractors as part of the Services rendered, the Contractor's Protective Coverage is required. B&GCB may include all subcontractors as insured under its own policy, shall furnish separate insurance for each subcontractor, or shall ensure that the subcontractor has its own insurance meeting the requirements set forth herein.

8.3 B&GCB shall comply with the applicable sections of the California Labor Code concerning worker's compensation for injuries on the job. Compliance is accomplished by securing and maintaining in force a policy of workers' compensation insurance with statutory limits and Employer's Liability Insurance

with a minimum limit of $1,000,000.00 per accident. The policy shall be endorsedto waive all rights of subrogation against DISTRICT, its board members, officers, employees, and volunteers for losses related to worker's compensation arising from the performance of this Agreement.

8.4 Each insurance policy included in this clause shall be endorsed to state that coverage shall not be canceled except after thirty (30) days prior written notice to the District.

8.5 Prior to the commencement of performance, B&GCB shall furnish the District with a certificate of insurance for each policy. Each certificate is to be signed by a person authorized by the insurer to bind coverage on its behalf. The certificate(s) must be in a form approved by District. The District may require complete, certified copies of any or all policies at any time.

8.6 Failure to maintain required insurance at all times shall constitute a default and material breach. In such event, B&GCB shall immediately notify District and cease all performance under this Agreement until further directed by the District.

8.7 The B&GCB, its Board or any member thereof, or their respective officers, employees, agents, or representatives will be endorsed as additional insured as respects liability arising out of District's performance of this Agreement.

9. **Rules of Construction:**

The terms of this Agreement are contractual and are the result of negotiation among all the parties hereto. All parties to this Agreement agree that the normal rules of construction, which ordinarily would operate to resolve any ambiguities in this Agreement against the drafting party, shall not be employed in the interpretation of thisAgreement.

10. **Severance Provision:**

In the event that any of the terms or provisions of this Agreement are found to be legally unenforceable, then the remaining terms and conditions shall nevertheless be enforceable without regard to any such provisions or terms that are found to be legally unenforceable.

11. **Counterparts:**

This Agreement may be executed in counterparts, each of which when taken together shall constitute one binding Agreement.

IN WITNESS HEREOF, the parties hereto, have approved and executed this Agreement on the date set forth opposite their respective signatures.

Boys and Girls Club of Burbank and Greater East Valley, Inc.		Burbank Unified School District	
Shanna Warren	Date	Matt Hill, Ed.D.	Date
Executive Director		Superintendent	

Burbank Unified School District
Instructional Services
REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Peter Knapik, Director, Elementary Education
PREPARED BY:	Peter Knapik, Director, Elementary Education
SUBMITTED BY:	Terri Ramirez-Adams, Administrative Secretary II
DATE:	March 17, 2022
SUBJECT:	Ratification of Approval for the 2021-2022 After School Education and Safety (ASES) Program, Grant Award

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Background:

Since 1999, the Burbank Unified School District (BUSD) has participated in the After School Education and Safety (ASES) Program. The initial grant funding for this program was awarded to Providencia Elementary School, Luther Burbank Middle School, and Fairgrove Academy in Hacienda La Puente. At the time, Fairgrove Academy was included in this funding because it joined with the two Burbank schools in the District's original consortium application. Once BUSD was selected as an ASES recipient, the California Department of Education (CDE) stipulated that the District would be the Fiscal Agent for the grant for all three of these schools. Four years ago, Fairgrove Academy was removed from the District's ASES Grant. Currently, BUSD's ASES program serves approximately 441 students at Walt Disney Elementary School, Providencia Elementary School, George Washington Elementary School, and Luther Burbank Middle School.

District-Wide Goals 2021-2022

1. Students will be career/college ready via high-quality instruction
2. Students will be physically, emotionally, and mentally healthy

Discussion/Issues:

ASES is an after-school program that offers tutoring and homework assistance in core curricular areas and enrichment. Components include physical education activities, recreational activities, and instruction in the arts. The ASES program is popular with students and parents. Annual evaluations show that there has been improved attendance and academic performance from those who participate in the program. Accepting this grant will allow the ASES program to continue operating at its current capacity, for the entire 2021-2022 school year. The ASES grant award notification was received on February 25, 2022, though ASES planning and subsequent services began on August 1, 2021.

Fiscal Impact:

The ASES grant provides funding for the 2021-2022 after-school program at Walt Disney Elementary School, Providencia Elementary School, George Washington Elementary School, and Luther Burbank Middle School.

The total grant award is $691,994.97.

Recommendation:

Peter Knapik, Director, Elementary Education, recommends that the Board of Education ratify the After School Education and Safety (ASES) Program Grant Award, to provide funding and services for the ASES programs at Walt Disney Elementary School, Providencia Elementary School, George Washington Elementary School, and Luther Burbank Middle School, for up to $691,994.97, effective July 1, 2021, through December 31, 2022, and that the authority to sign the Program Grant Award be exercised pursuant to BUSD – AR 3314, as presented.

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Paulette Koss, Director of Special Education and Psychological Services
PREPARED BY:	Paulette Koss, Director of Special Education and Psychological Services
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Ratification of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to ratify the agreement for professional services for Special Education Student 960028116, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District is obligated to provide services for students who attend our schools, even if the District doesn't have the staff to do so and, therefore, is required to contract with an agency to remain in compliance with IEP regulations and/or settlement agreements.

Fiscal Impact:

There is no fiscal impact to the District. The total not to exceed $10,800 will be paid for through an ADR grant.

Recommendation:

Paulette Koss, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and LA Speech Pathology Services, Inc. for Special Education Student 960028116, no fiscal impact to District, through a ADR grant not to exceed $10,800 (01.0-65360.0-50010-36000-5813-7440000), effective March 1, 2022 through September 30, 2023, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
1900 West Olive Avenue, Burbank, 91506
Tel: (818) 729-4473
Fax: (818) 729-4573
www.burbankusd.org

RATIFIED CONSULTANT AGREEMENT

TERM OF AGREEMENT

This Agreement, made and entered into this 28th day of February 2022 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and LA Speech Pathology Services, Inc. hereinafter referred to as "Consultant."

Payee's Name: LA Speech Pathology Services, Inc. Daytime Phone Number: 310-384-5317

Mailing Address: 5625 Windsor Way, Ste. 106 Email Address: laspeechguy@gmail.com

Sponsoring Administrator: Matt Hill Superintendent Special Education
Print Name Title Signature Location

Board Approval: 03/17/2022 Account Code: 01.0-65360.0-57602-11900-5850-7440000

The District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants.

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

The parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $135 per hour for a total not to exceed $10,800.00 **Amount to include speaking fee, mileage and any additional fees.

2. The term of the Agreement shall be the period commencing on: 03/01/2022 and terminating on: 09/30/2023.

3. Payment Terms: Net 45 Days

4. District desires to enter into an Agreement in which LA Speech Pathology Services, Inc. will provide 80 hours of speech and language services for Special Education Student 960028116.

6. The Consultant shall provide a clear and concise invoice noting the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.

7. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.

8. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.

9. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should the Consultant breach this agreement or fail to perform the required services in a satisfactory manner.

10. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.

11. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

12. District and Consultant will communicate and send in writing all information received by the District regarding any work-related injury to Personnel within twenty-four hours of the injury.

13. Communicate within twenty-four hours to LA Speech Pathology Services, Inc. the details of any incident, which may result in a complaint against any Personnel regarding professional services given by the Personnel.

14. The District agrees to indemnify, defend and hold harmless LA Speech Pathology Services, Inc. from any and all negligence and all liabilities, claims, losses, costs, damages and expenses resulting or arising from or connected with the services rendered by the District, its agents, independent contractors, employees or servants pursuant to this contract.

15. This Agreement shall constitute the entire Agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.

16. It is mutually agreed that both parties shall not discriminate against any individual in the performance of their obligations under this Agreement, on the basis of race, color, religion, national origin, sex, age or disability. Both parties further certify compliance with the applicable provisions of the Civil Rights Act of 1964, the Rehabilitation Act of 1973, and the Americans with Disabilities Act and State anti-discrimination laws.

INDEMNIFICATION

LA Speech Pathology Services, Inc. shall save and hold the District harmless from and against and shall indemnify District for any liability, loss, cost, expense or damage whatsoever caused by reason of any injury sustained by any person or to property by reason of any act, neglect, default or omission of LA Speech Pathology Services, Inc. or any of its agents, subcontractors, employees or other representatives. If District is sued in any court for damages by reason of any of the acts of LA Speech Pathology Services, Inc., its agents, subcontractors, employees or other representatives referred to in this Agreement, LA Speech Pathology Services, Inc. shall defend said action (or cause same to be defended) as its own expense and shall pay any discharge and judgment that may be rendered in any such action. If LA Speech Pathology Services, Inc. fails or neglects to so defend said action, District may defend the same and any expenses, including reasonable Attorney fees, which District may pay or incur in defending said action and the amount of any judgment which District may be required to pay shall be promptly reimbursed by LA Speech Pathology Services, Inc. demand.

District shall save and hold LA Speech Pathology Services, Inc., harmless from and against and shall indemnify LA Speech Pathology Services, Inc. for any liability, loss, cost, expense or damage whatsoever caused by reason of any injury sustained by any person or to property by reason of any act, neglect, default or omission of District, or any of its agents, subcontractors, employees or other representatives. If LA Speech Pathology Services, Inc. is sued in any court for damages by reason of any of the acts of the District, its agents, subcontractors, employees or other representatives referred to in this Agreement, District shall defend said action (or cause same to be defended) as its own expense and shall pay any discharge and judgment that may be rendered in any such action. If District fails or neglects to so defend said action, LA Speech Pathology Services, Inc. may defend the same and any expenses, including reasonable attorney's fees, which LA Speech Pathology Services, Inc. may pay or incur in defending said action and the amount of any judgment which LA Speech Pathology Services, Inc. may be required to pay shall be promptly reimbursed by District upon demand.

ARBITRATION

Any controversy or claim arising out of or relating to this Agreement, or the performance or breach thereof, shall be settled by means of binding arbitration in accordance with the rules of the American Arbitration Association, at Los Angeles, California.

If either party to this Agreement institutes any legal action or proceeding against the other party to the Agreement arising out of the Agreement, the prevailing party shall be entitled to recover its reasonable attorney's fees and costs from the non-prevailing party.

ACKNOWLEDGED AND AGREED TO

District:

Burbank Unified School District
District/Company Name

Paulette Koss
Print Representative Name

Director of Special Education
Title

Signature

Date

ACKNOWLEDGED AND AGREED TO

Consultant:

LA Speech Pathology Services, Inc.
Consultant/Company

matthew smith

Print Representative Name

Executive Director
LA Speech Pathology Services, Inc.
Title

Signature

2/28/22
Date

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Paulette Koss, Director of Special Education and Psychological Services
PREPARED BY:	Paulette Koss, Director of Special Education and Psychological Services
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Amended Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to amend an agreement for professional services to hire an intervener professional (as a consultant) to provide support for Special Education Student 160003888.

Discussion/Issues:

The District is obligated to provide services for students with Individualized Education Plans (IEPs) who attend our schools. The District does not have the staff to support Special Education Student 160003888, by contracting with an agency to remain in compliance with IEP and Ed Code regulations.

Fiscal Impact:

No to exceed $116,627.30.

Recommendation:

Paulette Koss, Director of Special Education and Psychological Services, recommends that the Board of Education amend an agreement between Burbank Unified School District and Sonja Biggs Educational Services, Inc., to provide an intervener professional for Special Education Student 160003888, not to exceed $116,627.30 (01.0-65000.0-57602-11900-5850-7440000), effective July 1, 2021 through June 30, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Note: The original approval date was June 3, 2021. Due to the need of an intervener for Special Education Student 160003888 during Extended School Year (ESY), the first amendment added an additional $8,970.30 increasing the total not to exceed amount to $98,683.30. Due to the extended need of an intervener, this amendment adds an additional $17,944.00 increasing the total not to exceed $116,627.30.

BURBANK UNIFIED SCHOOL DISTRICT

1900 W. Olive Avenue · Burbank, CA 91506-2460 · (818) 729-4400

SECOND AMENDED AGREEMENT FOR CONSULTANT SERVICES

This Agreement, made and entered into this 17th day of May 2021 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Sonja Biggs Educational Services, Inc. hereinafter referred to as "Consultant."

Sonja Biggs Educational Services, Inc.	lindy.culler@sbesinc.com	855-525-7237
Payee's Name (Person or Company)	Email	Daytime Phone Number

Mailing Address: 7493 Dornoch Court	Gilroy	CA	95020
	City	State	Zip

Sponsoring Administrator: Matt Hill	Superintendent		Special Education
Print Name	Title	Signature	Location

Board Approval Date: ~~06/03/2021~~ ~~07/15/2021~~ 03/17/2022 Account Code: 01.0-65000.0-57602-11900-5850-7440000

The assignment **will** ☒ **will not** ☐ require Consultant to work with pupil(s) unsupervised in a program sponsored by the District during the contract period. If it does, the Consultant will be contacted by HR and provided the DOJ & FBI form to complete as required by AB346 and will be responsible for associated costs. **Consultant shall not begin service until HR receives clearance.**

WITNESSETH:

WHEREAS, the District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants;
WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;
WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;
NOW THEREFORE, the parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $ per hour ☐ / per day ☐ / per session ☒ for a total not to exceed ~~$89,713~~ ~~$98,683.30~~ $116,627.30.
2. The term of the Agreement shall be the period commencing on 07/01/2021 and terminating on 06/30/2022.
3. Consultant will provide the following services:
   Consultant to provide intervener services for Special Education Student 160003888.
4. The Consultant shall provide an invoice to the Special Education department of the time spent in providing the services and preparing the products required by this Agreement. Consultant will submit invoices on a monthly basis and be paid after invoice has been processed.
5. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.
6. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.
7. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should Consultant breach this agreement or fail to perform the required services in a satisfactory manner.
8. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.
9. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

Burbank Unified School District of Los Angeles County
IN WITNESS THEREOF, the parties hereto have set their hands on the day and in the month and year first above written.

		Lindy Culler Digitally signed by Lindy Culler Date: 2022.02.24 13:22:47 -08'00'	2/24/22
Paulette Koss, Director of Special Education	Date	Consultant	Date

Instructions: Consultant is to sign and return two copies to the sponsoring administrative site. After Board approval, return completed and signed forms to the Assistant Superintendent, Business Services for processing.

Revised 08/10

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Paulette Koss, Director of Special Education and Psychological Services
PREPARED BY:	Paulette Koss, Director of Special Education and Psychological Services
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Amended Agreement for Professional Services (Special Education)

Background:

The Burbank Unified School District Special Education participates in the Local Education Agencies (LEA) Medi-Cal Billing Option Program. This program allows the District to obtain a Medi-Cal provider number to seek reimbursement for certain Special Education and Health related Services. Paradigm Healthcare will prepare and process claims for the LEA program. This Agreement will be effective for thirty-six (36) consecutive months, commencing on July 1, 2021 through June 30, 2024 to prepare claims for submission on a weekly basis.

Discussion/Issues:

BUSD hires qualified practitioners to provide direct health services to the students. Under this program, the Special Education Department can seek reimbursement for certain services documented in the students' Individual Education Plans (IEPs) or Individual Family Service Plans (IFSPs) through Medi-Cal. BUSD would contract with Paradigm Healthcare for Medi-Cal Local Education Agencies (LEA) Billing services for the 2021-2024 fiscal year(s). Receiving this additional funding through reimbursement pays for non-mandated, supplemental supports for students with IEPs.

Fiscal Impact:

The District agrees to pay Paradigm Healthcare 9% of the total amount received through Medi-Cal LEA billing to the LEA up to $200,000, 12% of the total amount received through Medi-Cal LEA billing to the LEA from $200,000 to $850,000 and 10% of the total amount received through Medi-Cal LEA billing to the LEA above $850,000. In an average year, BUSD typically receives approximately $250,000 Medi-Cal LEA reimbursement. There is an additional fee for preparing the Reimbursement Comparison Schedule report (CRCS) and support the LEA in Medi-Cal billing audits. The fee for CRCS will not exceed $8500. Billing fee schedule is enclosed at the end of this agreement.

Recommendation:

Paulette Koss, Director of Special Education and Psychological Services, recommends that the Board of Education amend an agreement between Burbank Unified School District and Paradigm Healthcare, to provide Medi-Cal Local Education Agencies (LEA) billing options services for the 2021-2022 fiscal year(s), with the understanding that it will automatically renew for an additional period of twenty-four (24) months unless the District or Paradigm Healthcare provides written notice of cancellation ninety

(90) days prior to the renewal date, not to exceed $60,000 ($16,666.67 Special Ed) 01.0-56400.0-50010-27000-5850-7448000, ($8,333.33 Student Services) 01.0-56400.0-50000-27000-5850-7728000, effective July 1, 2021 through June 30, 2024, and that authority to sign the agreement be exercised pursuant to BUSD – AR 3314, as presented.

Note: The original approval date was June 3, 2021 effective July 1, 2021 through June 30, 2024 for a total not to exceed $60,000. This amendment adds an additional $10,500 for CRCS back casting, for a new not to exceed amount of $70,500.

DocuSign Envelope ID: 5DC36933-8651-4B7B-B96F-53FEC9065AC2

paradigm | healthcare

AMENDMENT TO SERVICE AGREEMENT

This Amendment to Service Agreement ("Amendment") is entered into as of the ____ day of _____ 2022 between Paradigm HealthCare Services, LLC, a California Limited Liability Company ("Paradigm") and Burbank Unified School District, a Local Education Agency ("Client").

RECITALS

Paradigm is engaged in the business of providing Medicaid direct service and administrative claiming services to local education agencies, local governmental agencies, school districts, County offices of education, and local education consortia within the State of California.

Paradigm is and has been providing Client, certain LEA Billing Services and/or MAA Billing Services pursuant to a Service Agreement dated July 1, 2021 ("Agreement").

Paradigm and Client desire to amend and modify the services and fee provisions contained in their Service Agreement effective as of January 15, 2021.

Accordingly, in consideration of the mutual obligations undertaken herein, THE PARTIES AGREE AS FOLLOWS:

TERMS

1. ***Definitions.***

Except as otherwise provided herein, the terms of this Amendment shall have the same meaning as given in the Agreement.

2. **Amend *Service Agreement* to include:**

a. Paradigm Back Casting CRCS Services. Paradigm will prepare the Cost and Reimbursement Comparison Schedule ("CRCS") Back Casting Workbook in accordance with the claim guidelines approved by DHCS, based on information supplied by Client for fiscal years 2015/16, 2016/17, 2017/18, and 2018/19 in accordance with the Term of the Agreement. Client will have final approval over the CRCS Back Casting Workbook submission prepared by Paradigm.

b. Client's Back Casting CRCS Obligations. Client will submit to Paradigm, in a format specified by Paradigm, all elements needed to complete the CRCS Back Casting Workbook for each provider for whom reimbursement is sought. Documentation will be submitted to Paradigm no later than sixty (30) days from the effective date of this Amendment.

3. **Amend *Fee and Payment Terms* to include:**

The following payment terms shall be in addition to the existing payment terms of the Agreement for the fiscal year commencing July 1, 2021 and any subsequent fiscal year covered by the Agreement:

a. Fees For CRCS Services. The fee for each Fiscal Year for which CRCS services are rendered will be equal to $1,500.00 plus $40 per employee or contractor added to the CRCS Back Casting Workbook's final calculation of "Net Total Personnel Costs" as reported on the DHCS-approved CRCS Back Casting Workbook template for each fiscal year. Paradigm will invoice Client for CRCS Back Casting Services upon completion.

4. **Amended *Limitation of Liability*.**

In no event shall Paradigm be liable to Client for any incidental, indirect, consequential, special, or punitive damages arising out of or relating to this Agreement, including without limitation damages for lost reimbursements, lost healthcare services, or lost data, regardless of whether Paradigm has been advised of the possibility of such damages, and regardless of whether the claim for damages sounds in contract, tort, or other form of action. In the event Client elects not to utilize Paradigm's services to prepare its annual CRCS Workbook, or fails to make available information necessary to timely complete the Workbook, Paradigm will not be liable in any manner for resulting termination of Client from participation in the LEA Billing Option or for any resulting disallowance of LEA claims. In no event shall Paradigm's total liability for damages to Client arising out of or related to this Agreement exceed the net fees paid to Paradigm hereunder during the six (6) month period preceding the date on which the first claim alleged to give rise to damages occurs, regardless of the number of claims, causes of action or amount of the alleged losses.

5. **Coordination of Agreement and Amendment Terms.**

Except as provided herein, the Agreement between Paradigm and Client will remain in full force and its terms shall apply to this Amendment. In the case of any conflict between any provision in this Amendment and any provision of the Agreement, the provisions of this Amendment shall supersede and will be controlling.

6. **Severability.**

If any provision of this Amendment is held by a court or arbitrator to be invalid or unenforceable, the remaining portions of this Amendment shall remain in full force and effect, and such court or arbitrator shall be empowered to substitute provisions similar to said provision, or other provisions, so as to provide the parties the benefits intended by said provision, to the fullest extent permitted by applicable law.

7. **Entire Agreement.**

This Amendment and the Agreement together constitute the entire understanding and agreement of the parties with respect to the subject matter thereof and supersede all prior agreements, understandings, negotiations, and discussions of the parties, whether oral or written. There are no agreements, understandings, restrictions, representations or warranties other than those set forth in the Agreement and this Amendment.

8. **Counterparts.**

This Amendment may be executed in any number of faxed or original counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

IN WITNESS WHEREOF, the undersigned have caused this Amendment to be executed by duly authorized persons to be effective as set forth herein.

PARADIGM:
PARADIGM HEALTHCARE SERVICES, LLC

By: DocuSigned by: Constance Laflamme
E54C9826251A43B...

Print Name: Constance Laflamme

Title: CEO/Owner

Date: 1/4/2022

1225 4th Street, #363
San Francisco, California 94158
Phone: (415) 616-0920
Fax: (415) 616-0910

CLIENT:
BURBANK UNIFIED SCHOOL DISTRICT

By: [signature]

Print Name: Debbie Kukta

Title: ~~Asst.~~ Supt, Admin Services

Date: 2/22/22

Email: debbiekukta@burbankusd.org

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Paulette Koss, Director of Special Education and Psychological Services
PREPARED BY:	Paulette Koss, Director of Special Education and Psychological Services
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Ratification of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to ratify the agreement for professional services for Special Education Student 960033193, pursuant to California Education Code (Sections 17604 and 35163), as presented in the Confidential Exhibit.

Discussion/Issues:

The District is obligated to provide services for students who attend our schools, even if the District doesn't have the staff to do so and, therefore, is required to contract with an agency to remain in compliance with IEP regulations and/or settlement agreements.

Fiscal Impact:

Not to exceed $12, 900.70.

Recommendation:

Paulette Koss, Director of Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and Maxim Healthcare Staffing Services, Inc. for Special Education Student 960033193, not to exceed $12,900.70, (01.0-65000.0-57602-11900-5850-7440000), effective February 28, 2022 through May 27, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
1900 West Olive Avenue, Burbank, 91506
Tel: (818) 729-4473
Fax: (818) 729-4573
www.burbankusd.org

RATIFIED CONSULTANT AGREEMENT

TERM OF AGREEMENT

This Agreement, made and entered into this 2nd day of March 2022 by and between the **Burbank Unified School District,** hereinafter referred to as "District", and Maxim Healthcare Staffing Services, Inc., hereinafter referred to as "Consultant."

Payee's Name: Maxim Healthcare Staffing Services, Inc. ,Daytime Phone Number: 310-779-4849

Mailing Address: 7227 Lee Deforest Drive Columbia, MD 21046

Email Address: bafajinm@maximstaffing.com

Sponsoring Administrator: Matt Hill Superintendent Special Education
Print Name Title Signature Location

Board Approval: 03/17/2022 Account Code: 01.0-65000.0-57602-11900-5850-7440000

The District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants.

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

The parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of **$32 per hour** for a total not to exceed **$12,900.70**

2. The term of the Agreement shall be the period commencing 02/28/2022 and terminating 05/27/2022.

3. Payment Terms: Net 45 Days

4. District desires to enter into an Agreement in which Maxim Healthcare Staffing Services, Inc. will provide an Instructional Aide for Special Education Student 960033193. The hours are 7:50am - 3:10pm with a 30 minute lunch (6.833 hours per day).

6. The Consultant shall provide a clear and concise invoice noting the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.

7. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.

8. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.

9. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should the Consultant breach this agreement or fail to perform the required services in a satisfactory manner.

10. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.

11. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

12. District and Consultant will communicate and send in writing all information received by the District regarding any work-related injury to Personnel within twenty-four hours of the injury.

13. Communicate within twenty-four hours to Maxim Healthcare Staffing Services, Inc. the details of any incident, which may result in a complaint against any Personnel regarding professional services given by the Personnel.

14. The District agrees to indemnify, defend and hold harmless Maxim Healthcare Staffing Services, Inc. from any and all negligence and all liabilities, claims, losses, costs, damages and expenses resulting or arising from or connected with the services rendered by the District, its agents, independent contractors, employees or servants pursuant to this contract.

15. This Agreement shall constitute the entire Agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.

16. It is mutually agreed that both parties shall not discriminate against any individual in the performance of their obligations under this Agreement, on the basis of race, color, religion, national origin, sex, age or disability. Both parties further certify compliance with the applicable provisions of the Civil Rights Act of 1964, the Rehabilitation Act of 1973, and the Americans with Disabilities Act and State anti-discrimination laws.

INDEMNIFICATION

Maxim Healthcare Staffing Services, Inc. shall save and hold the District harmless from and against and shall indemnify District for any liability, loss, cost, expense or damage whatsoever caused by reason of any injury sustained by any person or to property by reason of any act, neglect, default or omission of Maxim Healthcare Staffing Services, Inc. or any of its agents, subcontractors, employees or other representatives. If District is sued in any court for damages by reason of any of the acts of Maxim Healthcare Staffing Services, Inc., its agents, subcontractors, employees or other representatives referred to in this Agreement, Maxim Healthcare Staffing Services, Inc. shall defend said action (or cause same to be defended) as its own expense and shall pay any discharge and judgment that may be rendered in any such action. If Maxim Healthcare Staffing Services, Inc. fails or neglects to so defend said action, District may defend the same and any expenses, including reasonable Attorney fees, which District may pay or incur in defending said action and the amount of any judgment which District may be required to pay shall be promptly reimbursed by Maxim Healthcare Staffing Services, Inc. demand.

District shall save and hold Maxim Healthcare Staffing Services, Inc., harmless from and against and shall indemnify Maxim Healthcare Staffing Services, Inc. for any liability, loss, cost, expense or damage whatsoever caused by reason of any injury sustained by any person or to property by reason of any act, neglect, default or omission of District, or any of its agents, subcontractors, employees or other representatives. If Maxim Healthcare Staffing Services, Inc. is sued in any court for damages by reason of any of the acts of the District, its agents, subcontractors, employees or other representatives referred to in this Agreement, District shall defend said action (or cause same to be defended) as its own expense and shall pay any discharge and judgment that may be rendered in any such action. If District falls or neglects to so defend said action, Maxim Healthcare Staffing Services, Inc. may defend the same and any expenses, including reasonable attorney's fees, which Maxim Healthcare Staffing Services, Inc. may pay or incur in defending said action and the amount of any judgment which Maxim Healthcare Staffing Services, Inc. may be required to pay shall be promptly reimbursed by District upon demand.

ARBITRATION

Any controversy or claim arising out of or relating to this Agreement, or the performance or breach thereof, shall be settled by means of binding arbitration in accordance with the rules of the American Arbitration Association, at Los Angeles, California.

If either party to this Agreement institutes any legal action or proceeding against the other party to the Agreement arising out of the Agreement, the prevailing party shall be entitled to recover its reasonable attorney's fees and costs from the non-prevailing party.

ACKNOWLEDGED AND AGREED TO

District:

Burbank Unified School District
District/Company Name

[redacted]
Paulette Koss

Print Representative Name

[redacted]
Director of Special Education
Title

[redacted]

Signature

[redacted]

Date

ACKNOWLEDGED AND AGREED TO

Consultant:

Maxim Healthcare Staffing Services, Inc.
Consultant/Company

[redacted]
Maxim Healthcare Staffing Services, Inc.

Print Representative Name

[redacted]

Title

[redacted]

Signature

[redacted]

Date

Burbank Unified School District
Special Education Department

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Paulette Koss, Director of Special Education and Psychological Services
PREPARED BY:	Paulette Koss, Director of Special Education and Psychological Services
SUBMITTED BY:	Sandra Shearer, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Ratification of Agreement for Professional Services (Special Education)

Background:

The Board of Education is being asked to ratify an agreement for professional services to hire outside paraprofessionals (as consultants) to provide support to the SEED program. The paraprofessionals will assist with providing support as specified in students' IEPs.

Discussion/Issues:

The District is obligated to provide specialized support for students with Individualized Education Plans (IEPs) who attend our schools. The District does not have current staff able to support the current caseload and is, therefore, contracting with one to remain in compliance with IEP and Ed code regulations.

Fiscal Impact:

Not to exceed $61,425.

Recommendation:

Paulette Koss, Director, Special Education and Psychological Services, recommends that the Board of Education ratify an agreement between the Burbank Unified School District and 360 Degree Customer Inc. to provide support to BUSD students with IEPs, not to exceed $61,425, (01.0-65000.0-57602-11900-5850-744000), effective February 22, 2022 through May 26, 2022, and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

Burbank Unified School District
1900 West Olive Avenue, Burbank, 91506
Tel: (818) 729-4473
Fax: (818) 729-4573
www.burbankusd.org

RATIFIED CONSULTANT AGREEMENT

TERM OF AGREEMENT

This Agreement, made and entered into this 3rd day of March 2022 by and between the **Burbank Unified School District**, hereinafter referred to as "District", and 360 Degree Customer Inc. hereinafter referred to as "Consultant."

Payee's Name: 360 Degree Customer Inc. Daytime Phone Number: 408-689-2754

Mailing Address: 473 Sapena Ct., Ste. #7 Email Address: alex2@360customer.com

Sponsoring Administrator: Matt Hill Superintendent Special Education
Print Name Title Signature Location

Board Approval: 03/17/2022 Account Code: 01.0-65000.0-57602-11900-5850-7440000

The District is authorized pursuant to Education Code section 35160 and Government Code Section 53060 to contract for the services of consultants.

WHEREAS, the Consultant is especially trained, experienced and competent to provide such services;

WHEREAS, in consideration of the mutual promises of the parties, hereto, the District hereby retains the Consultant upon the terms and conditions hereinafter set forth, and the Consultant hereby accepts said retention and agrees to perform the services hereinafter mentioned, upon said terms and conditions;

The parties mutually agree as follows:

1. The Consultant agrees to perform the following services for the District, at a rate of $50 per hour for a total not to exceed $61,425.00 **Amount to include speaking fee, mileage and any additional fees.

2. The term of the Agreement shall be the period commencing on: 02/22/2022 and terminating on: 05/26/2022.

3. Payment Terms: Net 45 Days

4. District desires to enter into an Agreement in which 360 Degree Customer Inc. will provide three (3) paraprofessionals to support the SEED program where BUSD staff have let the district. Each paraprofessional will work up to 6.5 hours per day.

6. The Consultant shall provide a clear and concise invoice noting the time spent in providing the services and preparing the products required by this Agreement. Consultant will be paid at the conclusion of this contract unless otherwise stated in the payment terms above.

7. It is expressly understood and agreed to by both parties hereto that the Consultant, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of the aforesaid District.

8. Consultant agrees to defend, indemnify, save, and hold harmless the District, its governing body, the individual members thereof, and all officers, agents and employees of the District from all loss, cost, and expense arising out of any liability or claim of liability for injury, damage, or loss sustained or claimed to have been sustained arising out of, or occurring as a result of Consultant's performance or failure to perform services under this Agreement.

9. This agreement may be terminated at any time based upon the mutual agreement of the parties hereto. This agreement may also be terminated immediately by the District should the Consultant breach this agreement or fail to perform the required services in a satisfactory manner.

10. Consultant agrees to pay all Federal, State and Local taxes, and fees that are owed as a result of payments made to Consultant pursuant to this agreement. Consultant agrees to indemnify and hold harmless the District from any and all costs, loss, or liability whatsoever arising from or caused by any challenge to the payments made to Consultant pursuant to this agreement, including but not limited to any liabilities or penalties assessed or levied by any and all local, state, or federal taxing authorities against the District.

11. Consultant agrees to ensure that they do not exceed the applicable earnings limitation under CALPERS or STRS and agrees to be solely responsible for any actions taken by CALPERS or STRS as a result of exceeding the applicable earnings limitation.

12. District and Consultant will communicate and send in writing all information received by the District regarding any work-related injury to Personnel within twenty-four hours of the injury.

13. Communicate within twenty-four hours to 360 Degree Customer Inc. the details of any incident, which may result in a complaint against any Personnel regarding professional services given by the Personnel.

14. The District agrees to indemnify, defend and hold harmless 360 Degree Customer Inc. from any and all negligence and all liabilities, claims, losses, costs, damages and expenses resulting or arising from or connected with the services rendered by the District, its agents, independent contractors, employees or servants pursuant to this contract.

15. This Agreement shall constitute the entire Agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.

16. It is mutually agreed that both parties shall not discriminate against any individual in the performance of their obligations under this Agreement, on the basis of race, color, religion, national origin, sex, age or disability. Both parties further certify compliance with the applicable provisions of the Civil Rights Act of 1964, the Rehabilitation Act of 1973, and the Americans with Disabilities Act and State anti-discrimination laws.

INDEMNIFICATION

360 Degree Customer Inc. shall save and hold the District harmless from and against and shall indemnify District for any liability, loss, cost, expense or damage whatsoever caused by reason of any injury sustained by any person or to property by reason of any act, neglect, default or omission of 360 Degree Customer Inc. or any of its agents, subcontractors, employees or other representatives. If District is sued in any court for damages by reason of any of the acts of 360 Degree Customer Inc., its agents, subcontractors, employees or other representatives referred to in this Agreement, 360 Degree Customer Inc. shall defend said action (or cause same to be defended) as its own expense and shall pay any discharge and judgment that may be rendered in any such action. If 360 Degree Customer Inc. fails or neglects to so defend said action, District may defend the same and any expenses, including reasonable Attorney fees, which District may pay or incur in defending said action and the amount of any judgment which District may be required to pay shall be promptly reimbursed by 360 Degree Customer Inc. demand.

District shall save and hold 360 Degree Customer Inc., harmless from and against and shall indemnify 360 Degree Customer Inc. for any liability, loss, cost, expense or damage whatsoever caused by reason of any injury sustained by any person or to property by reason of any act, neglect, default or omission of District, or any of its agents, subcontractors, employees or other representatives. If 360 Degree Customer Inc. is sued in any court for damages by reason of any of the acts of the District, its agents, subcontractors, employees or other representatives referred to in this Agreement, District shall defend said action (or cause same to be defended) as its own expense and shall pay any discharge and judgment that may be rendered in any such action. If District fails or neglects to so defend said action, 360 Degree Customer Inc. may defend the same and any expenses, including reasonable attorney's fees, which 360 Degree Customer Inc. may pay or incur in defending said action and the amount of any judgment which 360 Degree Customer Inc. may be required to pay shall be promptly reimbursed by District upon demand.

ARBITRATION

Any controversy or claim arising out of or relating to this Agreement, or the performance or breach thereof, shall be settled by means of binding arbitration in accordance with the rules of the American Arbitration Association, at Los Angeles, California.

If either party to this Agreement institutes any legal action or proceeding against the other party to the Agreement arising out of the Agreement, the prevailing party shall be entitled to recover its reasonable attorney's fees and costs from the non-prevailing party.

ACKNOWLEDGED AND AGREED TO

District:

Burbank Unified School District
District/Company Name

[redacted]
Paulette Koss
Print Representative Name

[redacted]
Director of Special Education
Title

[redacted]
Signature

[redacted]
Date

ACKNOWLEDGED AND AGREED TO

Consultant:

360 Degree Customer Inc.
Consultant/Company

[redacted]
Print Representative Name

[redacted]
Title

[redacted]
Signature

[redacted]
Date

BURBANK UNIFIED SCHOOL DISTRICT
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM :	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Larry Cross, Director of Facilities
SUBMITTED BY:	Crystal Cozakos, Facilities, Operations and Construction Technician
DATE:	March 17, 2022
SUBJECT:	Approval of Additive Change No. 1, Reliable Floor Covering Inc., Furnish and Install Flooring in Ten Classrooms, Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)

Background:
The District is in the process of constructing a two-story modular building (the "Disney Project"), including related site improvements at the Walt Disney Elementary School site.

District-Wide Goals for 2021-2022:
4.1 Work with the Superintendent's Budget Advisory Committee to identify efficiencies, identify cost-saving opportunities, and develop a system or process to provide increased transparency about the District's financial ad budget information

4.2 Continue construction/ modernization projects according to the General Obligation Bond Implementation Plan (Measure S).

4.3 Develop a long-term facilities maintenance plan to ensure our school facilities are and will be cared for appropriately.

4.4 Evaluate the ongoing role and responsibility of the School Facilities Oversight Committee as the last major bond project is underway, and Measure S bond funds will soon be exhausted.

Discussion/Issues:
The District received a proposal dated December 22, 2021 from Reliable Floor Covering Inc., to furnish and install flooring in ten (10) classrooms in the new classroom building at Disney Elementary School.

Fiscal Impact:
$2,492 increase for a revised total of $68,134 (Bond Fund)

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve additive change order No. 1 between Burbank Unified School District and Reliable Floor Covering Inc., to furnish and install flooring for ten new classrooms for the Two-Story Modular Building Project at Walt Disney Elementary School, not to exceed $68,134 (213-00000.0-91008-85000-6250-201-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

Note: The $2,492 increase, which brings the not to exceed to $68,134, is due to the installation of floor protection that was not included in the initial scope.

RELIABLE FLOOR COVERING, INC.

January 20, 2022

Burbank Unified School District
510 So. Shelton St.
Burbank, Ca. 91506
Cell: 805-732-4896
Email: larrycross @burbankusd.org

Attn: Larry Cross
Re: Walt Disney School
New classroom Bldg., 10 classrooms : Change Order – Protection
Ventura County Community College District Bid 608 : Piggyback Contract

Dear Larry:

The following is the change order proposal for adding Protection to the New Classroom Building.

Scope of work: Furnish and apply Kraft Paper protection (wall to wall) in all 10 Classrooms. Tape down perimeter using Blue-Tape and tape all joints using Masking Tape. **Please note this cost is only for installing the protection: not for maintaining it.**

Total Additive Price Tax Included: $ 2,492.00

Customer Approval_____ Date_____

Print Name_____

Please Note: Item 23 from the Ventura County Community College District Bid 608 states: "Participation by Other Public Entities: Other Community Colleges and/or public entities in the State of California may procure items and/or services off this bid under the same terms and conditions stated in this bid".

Sincerely,

Jon Rumkin

BURBANK UNIFIED SCHOOL DISTRICT
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM :	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Larry Cross, Director of Facilities
SUBMITTED BY:	Crystal Cozakos, Facilities, Operations and Construction Technician
DATE:	March 17, 2022
SUBJECT:	Approval of Additive Change No. 2, United Site Services, Portable Restrooms/Hand Washing Stations, Two-Story Modular Building Project, Walt Disney Elementary School (Bond Fund)

Background:
The District is in the process of constructing a two-story modular building (the "Disney" Project), including related site improvements at the Walt Disney Elementary School site.

District-Wide Goals for 2021-2022:
4.1 Work with the Superintendent's Budget Advisory Committee to identify efficiencies, identify cost-saving opportunities, and develop a system or process to provide increased transparency about the District's financial ad budget information

4.2 Continue construction/ modernization projects according to the General Obligation Bond Implementation Plan (Measure S).

4.3 Develop a long-term facilities maintenance plan to ensure our school facilities are and will be cared for appropriately.

4.4 Evaluate the ongoing role and responsibility of the School Facilities Oversight Committee as the last major bond project is underway, and Measure S bond funds will soon be exhausted.

Discussion/Issues:
To accommodate the many contractors who will be working on site, the District is renting two portable restrooms with hand washing stations. The original agreement was for a term of 18 months but is now being extended for the duration of project, estimated to be completed by August 2022. Monthly rental prices are subject to change throughout the duration of the lease.

Financial Impact:
$6,588.65 increase for a revised total of $27,000 (Bond Fund)

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve additive change order No. 2 to the rental agreement between Burbank Unified School District and United Site Services for Portable Restrooms/Hand Washing Stations for the Two-Story Modular Building Project at Walt Disney Elementary School, not to exceed $27,000 (21.3-00000-0-91008-85000-6230-201-0000) Bond Fund, and that authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

Note: The $6,588.65 increase brings the not to exceed to $27,000, is due to extending the lease agreement for two ADA restrooms, one deluxe restroom, and two hand washing sinks, to accommodate the extended duration of the project estimated to complete August 2022.

BURBANK UNIFIED SCHOOL DISTRICT
Administrative Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM :	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Larry Cross, Director of Facilities
SUBMITTED BY:	Crystal Cozakos, Facilities, Operations and Construction Technician
DATE:	March 17, 2022
SUBJECT:	Approval of Additive Change Order No. 2, Lundgren Management, General Construction Management Services, Two-Story Modular Building, Walt Disney Elementary School (Bond Fund)

Background:
The District pursued a qualified company for General Construction Management Services for the two-story modular building project at Walt Disney Elementary School. The scope of work may include overall construction program planning, preconstruction services and construction management services for the Disney Project. The District reserves the right to modify the scope, structure, and terms of the construction management agreement to match the services that a particular construction manager is being hired to perform. For all services provided, the construction manager will assist District staff, act as an extension of District staff, and represent and protect the District's interests.

A Notice Inviting Bids for Bid 1920-021, Request for Qualifications and Proposals, was advertised in The Los Angeles Times on January 27 and February 3, 2020. A mandatory meeting to discuss the scope of services was held on February 7, 2020; there were 13 prospective bidders in attendance. The District received four (4) bids by the February 20, 2020 deadline. Qualifying Bids received were as follows:

Cumming Management Group, Inc.:	$1,162,880.00
Hauffe Company:	$871,674.00
Linik Corp. Builders Management:	$525,520.00
Lundgren Management:	$551,846.00

After the proposal review, an interview was held for the top two (2) lowest bidders and on March 4, 2020, the District offered the contract to Lundgren Management.

District-Wide Goals for 2021-2022:
4.1 Work with the Superintendent's Budget Advisory Committee to identify efficiencies, identify cost-saving opportunities, and develop a system or process to provide increased transparency about the District's financial ad budget information

4.2 Continue construction/ modernization projects according to the General Obligation Bond Implementation Plan (Measure S).

4.3 Develop a long-term facilities maintenance plan to ensure our school facilities are and will be cared for appropriately.

4.4 Evaluate the ongoing role and responsibility of the School Facilities Oversight Committee as the last major bond project is underway, and Measure S bond funds will soon be exhausted.

Discussion/Issues:
The District issued a Notice Inviting Bids for Bid 2021-003 for multiple prime contractors instead of competitively bidding out to a single prime contractor for this project. There were eight (8) bid packages in total. On February 18, 2021, the District and Lundgren Management, received and opened the bids. Bid package 2021-003-07 for Architectural Specialties, received two (2) bids in the amounts of $27,800.00 and $495,000.00. Due to the pricing variations between the two received, as well as the prequalification of the lowest bidder, both bids were rejected for this package. With the cancellation of the bid package, it was later decided that it would be rebid after the Disney project was underway. In addition to bid package #07, additional work from the 2017 Disney project (alterations to one classroom and toilet building, DSA No. 03-118245) that needed to be completed and closed out with the Division of the State Architect (DSA), was added to the existing project as a condition of DSA approval for the Disney two-story project. Bid package 2122-010 is for the reissuance of the original bid package #07 and bid package 2122-011 is to complete the work under the DSA #03-118245 Disney project.

Due to construction delays from SilverCreek that include rebar shop drawings, RFI delay, paid certification delay, embed production delay, and scaffold delay, the Disney Project schedule has been extended. To accommodate this schedule delay, the District requested later dates for Lundgren to move out of existing buildings that are scheduled to be demolished, extending the substantial completion date to August 1, 2022. This extension will require additional construction phase staffing, management coverage for accelerated contractor coordination, and overtime work that will be needed to accommodate the District's schedule that is outside of the initial scope of the agreement, which covered 11 months of duration.

Financial Impact:
$236,285 Increase for a Revised Total of $800,500 (Bond Fund)

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve additive change order No. 2 to the agreement between Burbank Unified School District and Lundgren Management for General Construction Management Services for the duration of the two-story modular building project at Walt Disney Elementary School, not to exceed $800,500 (21.3-00000.0-91008-85000-6243-201-0000) Bond Fund, and that the authority to sign the agreement be exercised pursuant to BUSD – AR3314, as presented.

Note: The increased amount of $236,285 brings the not to exceed amount to $800,500 due to construction delays from SilverCreek which has extended the project schedule and substantial completion date, subsequently changing the duration period of services needed from Lundgren.

LUNDGREN
MANAGEMENT
Construction Management & Consulting

Feb 24, 2022

Larry Cross
Burbank Unified School District
510 S. Sheldon Street
Burbank, CA 91506-2818

Project: Walt Disney ES – New Modular Classroom Building and Sitework

Re: Revised Proposal for Schedule Extension Request

Dear Larry,

As the Walt Disney ES project continues, there are some construction phase delays beyond our control which have extended the project schedule. This has subsequently changed the duration period of services in our CM Agreement.

Lundgren has provided an initial Projection Schedule on Dec. 10, 2021 that outlined schedule impacts to-date including the delayed move-out dates for the existing buildings that were requested by BUSD. During a project meeting on January 19, 2022, the District advised that revised moveout dates would be needed – reflecting staff move out from existing buildings in May 2022 instead of March 2022.

The attached revised Projection Schedule now indicates a delayed Substantial Completion date of August 1, 2022, as requested by the District, which is 5 months beyond the project's original Baseline Construction Schedule that was originally established in conjunction with BUSD (the duration in the Baseline Schedule was 11 months of construction with a Substantial Completion date of February 28, 2022).

The extended schedule is a result of impacts including, most notably, the delays indicated below;

Non-sequential delays due to various issues between 5/1/21 and 12/1/21	Silver Creek related Delays to project progress and impacts to critical milestones • Rebar shop drawings • RFI delay • Pad Certification delay • Embed production delay • Scaffold delay
4 months	Dec 2021 - District requested new (later) dates to accommodate later move-out dates for the existing classroom buildings that are slated to be demolished. District request that Substantial Completion be achieved by August 1, 2022

An extended Substantial Completion date of August 1, 2022 will require construction phase staffing above and beyond the original staffing plan in our Agreement (which covered 11 months of duration). Additionally, the sitework activities have now been compressed into 8 weeks of summer work due the District's postponement of move-out dates for the existing buildings scheduled for demolition as well as the District's required substantial completion date of August 1st 2022. These changes will require added management coverage for accelerated contractor coordination and overtime work that will be needed to accommodate the District's schedule and constitute scope outside of our original Agreement.

Please see the attached revised construction phase staffing worksheet which indicates the changes in staffing required for the schedule extension. This revised proposal supersedes our previous proposal dated Jan 12, 2022. We respectfully request your consent and authorization to continue with this Schedule Extension as Additional Services. Upon your consent, we will move forward with an amendment to our original Agreement as well as issue a formal construction schedule update that reflects an August 1, 2022 Substantial Completion.

Sincerely,

Gina DeTolve
Director of Construction Management

cc: Debbie Kukta, Burbank Unified School District
Chris Minero, Lundgren Management
Margaret Lundgren, Lundgren Management

Attachment: Revised Schedule Extension Proposal Worksheet

BURBANK UNIFIED SCHOOL DISTRICT
CONSTRUCTION MANAGEMENT SERVICES FEE RECONCILIATION
Disney Elementary School - Two Story Modular Building Project

2/24/2022

Phase	Fee
Preconstruction & Design Review	$ 52,100
Bid Phase	55,684
Construction Phase	411,966
Close-Out Phase	32,096
Original Contract Total	**$ 551,846**
Amendment #1 - Approved Nov 2021	12,369
Contract Total with Amendment #1	**$ 564,215**
Proposed Fee - 5 Month Extension (see attached)	*$ 236,285*
Overall Contract NTE Total	***$ 800,500***

* Note that any additional construction phase staffing beyond August 1, 2022 would need to be by future extension of services.

Burbank USD - Disney ES Two Story Modular Building Project
Additional Services - Extension of Construction Phase - 5 Months

STAFFING SUMMARY	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Hours	$/Hr	TOTAL
Preconstruction & Design Review									
									$ -
									-
									-
									-
									-
Monthly Totals	-	-	-	-	-	-	-		$ -
Bid Phase									
									$ -
									-
									-
									-
									-
Monthly Totals	-	-	-	-	-	-	-		$ -
Construction Phase									
Project Executive	2	2	2	4	4	-	14	137	$ 1,918
Project Manager	160	160	160	240	240	16	976	131	127,856
Sr. Project Engineer	160	160	160	190	190	16	876	111	97,236
Contracts Manager				20	20	-	40	119	4,760
Scheduling Manager	5	5	5	10	10	-	35	129	4,515
Monthly Totals	327	327	327	464	464	32	1,941		$ 236,285
	$ 39,639	$ 39,639	$ 39,639	$ 56,748	$ 56,748	$ 3,872			
Close-Out Phase									
									$ -
									-
									-
									-
									-
Monthly Totals	-	-	-	-	-	-	-		$ -

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Rick Vonk, Director of Information Technology and Education Support Services
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Approval of Award of Contract to Sunrise Telecom for RFQ Disney Two-story Ten Classroom Building, Project 1: Data Cabling Infrastructure (Bond Funds)

Background:
The Measure S Bond provides technology upgrades throughout the District, including data cabling and network electronics. This infrastructure allows students and teachers access to digital resources critical to the learning environment and is the backbone for all technology inside and outside the classroom.

District-Wide Goals for 2021-2022:
4. Maintain efficient and effective operations

Discussion/Issues:
Technology Services developed the RFQ seeking quotes from vendors to install data infrastructure for the new two-story building at Walt Disney Elementary School under construction. The RFQ was released on December 22, 2021, with a mandatory job walk. The deadline for submissions was on January 14, 2022, and the vendor with the highest score was Sunrise Telecom. District staff reviewed the bid, and the District recommends awarding the contract for the Disney Two-story Ten Classroom Building, Project 1: Data Cabling Infrastructure to Sunrise Telecom.

Fiscal Impact:
The total project cost is $46,649.03.

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an award of contract to Sunrise Telecom for the Disney Two-story Ten Classroom Building, Project 1: Data Cabling Infrastructure, not to exceed $51,313.93, including a 10% contingency amount (21.3-00000.0-93000-85000-6249-7730000) (Bond Funds), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

21ST CENTURY CLASSROOM
DISNEY ELEMENTARY SCHOOL OF BURBANK UNIFIED SCHOOL DISTRICT
DATA CABLING INFRASTRUCTURE

Project Name: "RFQ" - Disney Two-Story Project
ADDRESS: 1220 W. ORANGE GROVE AVENUE
BURBANK, CA 91506
CONTACT: RICK VONK
EMAIL: RICKVONK@BURBANKUSD.ORG

Date: January 25, 2022
Contractor: SUNRISE TELECOM
925 S. ATLANTIC BLVD. 101, MONTEREY PARK, CA 91754
CONTACT THOMAS DONG
Email: thomasdong@yahoo.com
TEL: 626-945-1393

Project Name:				Materials Cost (Taxable Items)		Labor/Service Cost	
Mfr	Description	Part/Reference No.	Qty	Unit	Extended	Unit	Extended
	8 Classrooms Station Cabling	PER ADDENDUM #1					
GENERAL ESSEX	CAT-6A PLENUM CABLING 1 CABLE PER LOCATION		0	$65.00	$0.00	$165.00	$0.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 1 CABLE PER LOCATION FOR VOIP		8	$65.00	$520.00	$165.00	$1,320.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 1 CABLE PER LOCATION FOR MPC		8	$65.00	$520.00	$165.00	$1,320.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 1 CABLE PER LOCATION FOR OTHER MPC - BLANK - COILED INSIDE		8	$65.00	$520.00	$165.00	$1,320.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 2 CABLES PER LOCATION FOR COMPUTER		8	$130.00	$1,040.00	$165.00	$1,320.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 2 CABLES PER LOCATION FOR CABINET SWITCHER & AIRMEDIA		8	$130.00	$1,040.00	$165.00	$1,320.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 2 CABLES PER LOCATION FOR COMPUTER		8	$130.00	$1,040.00	$165.00	$1,320.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 3 CABLES PER LOCATION FOR CEILING PATCH PANEL		8	$195.00	$1,560.00	$165.00	$1,320.00
GENERAL ESSEX	LOCAL CAT-6 PATCH CABLE RUN FOR ACCESS POINT (PER MEETING ON JAN 22ND 2022)		2	$20.00	$40.00	$65.00	$130.00
	4" J HOOKS, HARDWARE, ANCHORS, THREADED ROD (One Lot)		1	$850.00	$850.00	$1,000.00	$1,000.00
	Classroom/Office 1 Station Cabling	PER ADDENDUM #1					
GENERAL ESSEX	CAT-6A PLENUM CABLING 1 CABLE PER LOCATION		0	$65.00	$0.00	$165.00	$0.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 2 CABLE PER LOCATION FOR LEGRAND -SWITCHER & AIRMEDIA		1	$130.00	$130.00	$165.00	$165.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 3 CABLES PER LOCATION FOR COMPUTER IN OFFICE 1		3	$195.00	$585.00	$165.00	$495.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 3 CABLES PER LOCATION FOR COMPUTER IN OFFICE 2		3	$195.00	$585.00	$165.00	$495.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 4 CABLES PER LOCATION FOR CEILING PATCH PANEL		1	$260.00	$260.00	$165.00	$165.00
	Classroom/Office 2 Station Cabling	PER ADDENDUM #1					
GENERAL ESSEX	CAT-6A PLENUM CABLING 1 CABLE PER LOCATION		0	$65.00	$0.00	$165.00	$0.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 1 CABLE PER LOCATION FOR CEILING		1	$65.00	$65.00	$165.00	$165.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 2 CABLE PER LOCATION FOR LEGRAND -SWITCHER & AIRMEDIA		1	$130.00	$130.00	$165.00	$165.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 3 CABLES PER LOCATION FOR COMPUTER IN OFFICE 1		2	$195.00	$390.00	$165.00	$330.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 3 CABLES PER LOCATION FOR COMPUTER IN OFFICE 2		2	$195.00	$390.00	$165.00	$330.00
GENERAL ESSEX	CAT-6A PLENUM CABLING 3 CABLES PER LOCATION FOR COMPUTER IN OFFICE 3		3	$260.00	$780.00	$165.00	$495.00
	Terminating Blocks/Patch Panels	Per SOW 6					
ORTONRICS	BLANK PATCH PANEL 24-PORT		6	$105.00	$630.00	$18.00	$108.00
	WALL MOUNT DATA CABINET (PROVIDED BY BURBANK UNIFIED SCHOOL DISTRICT)		1		$0.00	$200.00	$200.00
	48-PORT SWITCHES PROVIDED BY DISTRICT		3		$0.00	$20.00	$60.00
	NEMA 4X NON-METALLIC ENCLOSURE 16" X 14" X 8" MODEL AH16148 (PER BUSD SAMPLE)	PER BUSD SAMPLE	2	$380.00	$760.00	$85.00	$170.00
	3" X 25' STEEL FLEXIBLE CONDUIT WITH FITTING		1	$345.00	$345.00	$150.00	$150.00
	Patch (CAT 6) Cords	Per SOW 6					
	CAT-6 PATCH CORD 0.5 FEET IN IDF WALL MOUNT CABINET		144	$5.25	$756.00	$1.00	$144.00
	CAT-6 PATCH CORD 5 FEET IN IDF WALL MOUNT CABINET		5	$7.25	$36.25	$1.00	$5.00

	Workstation Outlets	PER ADDENDUM #1					
ORTONRICS	1-HOLE FACE PLATE		9	$3.50	$31.50	$1.50	$13.50
ORTONRICS	2-HOLE FACE PLATE		24	$3.50	$84.00	$1.50	$36.00
ORTONRICS	3-HOLE FACE PLACE		0	$3.50	$0.00	$1.50	$0.00
ORTONRICS	4-HOLE FACE PLACE		22	$3.50	$77.00	$1.50	$33.00
ORTONRICS	4-PORT JACK BOX FOR CEILING		10	$12.00	$120.00	$1.50	$15.00
ORTONRICS	CAT-6 KEYSTONE INSERT		288	$11.00	$3,168.00	$8.00	$2,304.00
	Backbone Cabling	Per SOW 6.I					
FIBER CABLING	**FROM MDF TO IDF 500 FEET UNDER GROUND BY USING THE EXISTING UNDERGROUND CONDUIT**						
	FIBER OPTIC MULTIMODE, 6 STRAND, OFNR OM3, 50/125 MICRON, INDOOR/OUTDOOR - BLACK		1	$1,020.00	$1,020.00	$800.00	$800.00
	FIBER OPTIC SINGLE MODE, 6 STRAND, 900 MICRON OFNR, INDOOR / OUTDOOR - BLACK		1	$850.00	$850.00	$800.00	$800.00
	ORANGE 1 1/2" RISER INNERDUCT, CORRUGATED WITH PULL TAPE		1	$2,025.00	$2,025.00	$1,800.00	$1,800.00
	MULTI MODE LC PATCH PANEL		2	$75.00	$150.00	$10.00	$20.00
	SINGLE MODE LC PATCH PANEL		2	$95.00	$190.00	$10.00	$20.00
	1U RACK MOUNT FIBER ENCLOSURE PROVIDED BY BUSD	PER PAUL ON MEETING	2	$0.00	$0.00	$85.00	$170.00
	3M OM3 MULTI-MODE FIBER LC-LC JUMPER PATCH CORD		6	$15.00	$90.00	$2.00	$12.00
	3M SINGLE MODE FIBER LC-LC JUMPER PATCH CORD		6	$15.00	$90.00	$2.00	$12.00
	1/2" 1250 POUND PULL TAPE		1	$120.00	$120.00	$200.00	$200.00
	Additional Costs:	Per SOW					
VENDOR	WARRANTY, MAINTENANCE, AND SUPPORT PACKAGE (ONE LOT)		1		$0.00		$0.00
VENDOR	CLEAN-UP		1			$85.00	$85.00
VENDOR	CAT-6 CABLES TESTING & CERTIFIED		146			$15.00	$2,190.00
MANUFACTURER	(6)	PER ADDENDUM #1 (6)	12			$20.00	$240.00
VENDOR	PROJECT MANAGEMENT		1		$0.00	$800.00	$800.00
	TOTALS				$20,987.75		$23,562.50

REMARKS:

*	INSIDE WALL SPACE OR CONDUIT IS BIG ENOUGH AND NO BLOCKING TO RUN THROUGH ALL THE CABLES
**	THE UNDERGROUND 2" METAL CONDUIT MUST BE CLEAN AND NO CLOG TO RUN THROUGH THE 1 1/2" INNERDUCT
***	THE TURNING POINT OF THE UNDERGROUND 2" METAL CONDUIT MUST BE SPACIOUS ENOUGH OR HAVING JUNCTION BOX TO ALLOW THE 1 1/2" INNERDUCT GOING THROUGH
****	IF THE TURNING POINT OF THE METAL CONDUIT IS TOO SHARP, THE INNERDUCT MIGHT HAVE TO BE BENDED AND CUT
*****	WALL JACK LABELING BY USING LAMINATED UNFADED LABEL ON SURFACE OF THE FACE PLATE

NOTE: As specified in the SOW, the contractor is required to deliver a complete and operational system. This list of materials is intended as a guide to bidders and is NOT TO BE CONSIDERED A COMPLETE LIST OF MATERIALS REQUIRED.

BID TOTALS

Materials (Column F)	**$20,987.75**
Materials Sales Tax (10%)	**$2,098.78**
Labor / Services (Column H)	**$23,562.50**
BID TOTAL	**$46,649.03**

10%	**Contingency**	**$4,664.90**
	Total with Contingency	**$51,313.93**

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Rick Vonk, Director of Information Technology and Education Support Services
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Approval of Award of Contract to Sunrise Telecom for RFQ Disney Two-story Ten Classroom Building, Project 2: 21St Century Classroom Installations (Bond Funds)

Background:
The Measure S Bond provides technology upgrades throughout the District. The baseline for all instructional classrooms encompasses several technology-related items, including mounted projectors, sound systems, and control systems supporting teachers and enhancing student learning.

Due to procurement constraints, the District began purchasing components for classroom installations last year to minimize installation delays.

District-Wide Goals for 2021-2022:
4. Maintain efficient and effective operations

Discussion/Issues:
Technology Services developed the RFQ seeking quotes from vendors to install 21st Century components supplied by the District for the new two-story building at Walt Disney Elementary School under construction. The RFQ was released on December 22, 2021, with a mandatory job walk. The deadline for submissions was on January 14, 2022, and the vendor with the highest score was Sunrise Telecom. District staff reviewed the bid, and the District recommends awarding the contract for Disney Two-Story Ten Classroom Building, Project 2: 21st Century Classroom Installations to Sunrise Telecom.

Fiscal Impact:
The total project cost is $31,923.50.

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an award of contract to Sunrise Telecom for Disney Two-Story Ten Classroom Building, Project 2: 21st Century Classroom Installations, not to exceed $35,115.85, including a 10% contingency amount (21.3-00000.0-93000-85000-6249-7730000) (Bond Funds), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

21ST CENTURY CLASSROOM
DISNEY ELEMENTARY SCHOOL OF BURBANK UNIFIED SCHOOL DISTRICT
CLASSROOM CRESTRON INSTALLATION

Project Name: "RFQ" - Disney Two-Story Project
ADDRESS: 1220 W. ORANGE GROVE AVENUE
BURBANK, CA 91506
CONTACT: RICK VONK
EMAIL: RICKVONK@BURBANKUSD.ORG

Date: January 25, 2022
Contractor: SUNRISE TELECOM
925 S. ATLANTIC BLVD. 101, MONTEREY PARK, CA 91754
CONTACT THOMAS DONG
Email: thomasdong@yahoo.com
TEL: 626-945-1393

Project Name:				Materials Cost (Taxable Items)		Labor/Service Cost	
Mfr	Description	Part/Reference No.	Qty	Unit	Extended	Unit	Extended
	Workstation Outlets	PER ADDENDUM #1					
ORTONRICS	HDMI INSERT CONVERT CORD & JACK PER ADDENDUM #1 (8) PER PAUL'S SAMPLE		20	$25.00	$500.00	$1.50	$30.00
	CRESTRON PROJECTION SYSTEM	Per SOW 6.II					
CRESTRON	35FT 16AWG PLENUM RATED 16/2 TWISTED PAIR SPEAKER CABLE		10	$55.00	$550.00	$85.00	$850.00
CRESTRON	22/2C SHIELDED PLENUM CONTROL CABLE		10	$45.00	$450.00	$85.00	$850.00
CRESTRON	FIBER OPTIC HDMI CABLING 35' PER ADDENDUM #1 (8)	PER ADDENDUM #1 (8)	40	$230.00	$9,200.00	$85.00	$3,400.00
CRESTRON	2-HOLE FACE PLATE FOR HDMI CONNECTION		10	$3.50	$35.00	$1.50	$15.00
CRESTRON	SPEAKERS IN CEILING PROVIDED BY DISTRICT		20		$0.00	$25.50	$510.00
	RDL BOGEN PA OVERRIDE RELAY PROVIDED BY DISTRICT		10		$0.00	$15.00	$150.00
CRESTRON	PROJECTOR WALL MOUNT SYSTEM -SHORT THROW PROVIDED BY DISTRICT		10		$0.00	$200.00	$2,000.00
CRESTRON	PULLDOWN SCREEN PROVIDED BY DISTRICT (SUPPORTING WALL REINFORCEMENT EXCLUDED)		10		$0.00	$200.00	$2,000.00
CRESTRON	SWITCHER, CONTROLLER, AMPLIFIER, NETWORK SWITCH, AIR-MEDIA RECEIVER		10		$0.00	$200.00	$2,000.00
	SYSTEM FIRMWARE UPGRADE, CONNECTION, PROGRAM INPUT & SETUP		10		$0.00	$120.00	$1,200.00
	35' DB9 MALE TO FEMALE RS232 SERIAL CABLE PER ADDENDUM #2	PER ADDENDUM #2	10	$85.00	$850.00	$85.00	$850.00
	HANGING BAR & STEAL HANGER FOR PROJECTOR		10	$55.00	$550.00	$120.00	$1,200.00
	LEGRAND 5400 RACEWAY 8 FT		20	$55.00	$1,100.00	$15.00	$300.00
	LEGRAND 5400 RACEWAY COVER 8 FT		20	$35.00	$700.00	$3.00	$60.00
	LEGRAND END COVER		20	$25.00	$500.00	$2.00	$40.00
	LEGRAND CUT-END COVER		20	$25.00	$500.00	$2.00	$40.00
	TOTALS				$14,935.00		$15,495.00

REMARKS:

* **INSIDE WALL SPACE OR CONDUIT IS BIG ENOUGH AND NO BLOCKING TO RUN THROUGH THE HDMI & DB9 SERIAL CABLES**
** **WALL REINFORCEMENT FOR INSTALLATION OF PROJECTOR & PULLDOWN SCREEN TO BE PROVIDED BY BUSD**
*** **CEILING TILE FIXTURE FOR CONTROLLER & SPEAKER ETC. TO BE PROVIDED BY BUSD**

NOTE: As specified in the SOW, the contractor is required to deliver a complete and operational system. This list of materials is intended as a guide to bidders and is NOT TO BE CONSIDERED A COMPLETE LIST OF MATERIALS REQUIRED.

BID TOTALS

Materials (Column F)	**$14,935.00**
Materials Sales Tax (10%)	**$1,493.50**
Labor / Services (Column H)	**$15,495.00**
BID TOTAL	**$31,923.50**
10% Contingency	**$3,192.35**
Total with Contingency	**$35,115.85**

Burbank Unified School District
Technology Services

REPORT TO THE BOARD

TO:	Members of the Board of Education
FROM:	Debbie Kukta, Assistant Superintendent, Administrative Services
PREPARED BY:	Rick Vonk, Director of Information Technology and Education Support Services
SUBMITTED BY:	Lourdes Moya, Administrative Secretary
DATE:	March 17, 2022
SUBJECT:	Approval of Award of Contract to GA Technical Services, Inc. for RFB 2122-008 E-Rate Structured Cabling Project (School Funds)

Background:
The Telecommunications Act of 1996 introduced the Universal Service Fund program (E-Rate) as a mechanism for funding assistance to reduce costs for Internet access and internal connections for qualifying schools and libraries. The District has been participating in the E-Rate program since 1996, helping reduce costs for these services throughout the District.

The 2022 E-Rate funding year application window opened January 12 and closes March 22, 2022. To receive funding, the District must go through an extensive competitive bidding process to apply for E-Rate funding for internal services (cabling) for various needs throughout the District.

District-Wide Goals for 2021-2022:
4. Maintain efficient and effective operations

Discussion/Issues:
Technology Services completed a formal bid #2122-008 E-Rate Structured Cabling Project for cabling at John Burroughs High School and released it to the public on February 2, 2022. The deadline for the proposal submission was 2:00 pm on Thursday, March 3, 2022.

Five vendors bid on this project ranging from $50,500 to $237,111. A bid matrix was created, and the vendor with the highest score was GA Technical Services, Inc. The District recommends awarding the contract for RFB 2122-008 E-Rate Structured Cabling Project to GA Technical Services, Inc.

Fiscal Impact:
The total project cost is $50,500. The District intends to file the appropriate forms to apply for E-Rate funding for this project.

- Anticipated E-Rate savings is approximately $30,300 with tax.

Recommendation:
Debbie Kukta, Assistant Superintendent, Administrative Services, recommends that the Board of Education approve an award of contract to GA Technical Services, Inc. for RFB 2122-008, E-Rate Structured Cabling Project, not to exceed $55,550, including a 10% contingency amount (01.0-90904.0-11100-10000-6249-4321000) (School Funds), and that authority to sign the agreement be exercised pursuant to BUSD-AR 3314, as presented.

BURBANK UNIFIED SCHOOL DISTRICT
1900 W. Olive Avenue
Burbank, CA 91506

2122-008 E-RATE STRUCTURED CABLING PROJECT

BID AWARD DECISION MATRIX

BID EVALUATION MATRIX		Points	VENDORS				
			GA Technical Services $ 50,500.00	Sunrise Telecom $ 57,311.00	CDWG $ 89,500.00	AMS.Net $ 111,134.11	Extenda Networks, Inc. $ 237,115.00
1	Price	50	50	40	30	20	10
	Maximum Points	50	50	40	30	20	10

1226 W 9th Street | Phone: (909) 981-8600
Upland, CA 91786 | Fax: (909) 382-9897
Website: www.GaTechServices.com

Executive Summary

GA Technical Services, Inc. is interested to engage in a professional partnership with Tustin Unified School District. We are a premier provider of General Contracting, Telecommunications and Electrical Services. Our valid contractor license number is #816080 and we hold a B General Contractor, C10 Electrical and a C7 Low Volt age systems licenses since 2003. GATS is pleased to offer its Electrical (Medium/High Voltage) and Telecommunications/Network Infrastructure Cabling. GATS offers a wide variety of professional services that will satisfy your organization's infrastructure cabling and electrical requirements, such as commercial and industrial projects. Our background in low and high-voltage wiring with our exceptional management team allows GATS the ability to provide design assistance installation and testing services that will ensure quality and on time completion of your project.

The GATS objective is to formulate service/installation programs that effectively meet the requirements of our valued customers, and ultimately their end users. The GATS Management Team has extensive knowledge market expertise that will surpass any of our competitors. GATS is a provider of first class customer service and support. In addition, we sell, integrate, and upgrade products for a wide variety of systems, and GATS provides services to companies of all sizes.

Below is a list of some of the industries GATS covers.

- Government and State Agencies
- Retail
- Educational

Being in the industry for over 20 years has provided GATS with the experience to complete all projects within budget and time per end user satisfaction. We ensure that the end user will be completely satisfied with the projects end resul ts. We have been in structured cabling/networking business since 2003 and have held both a C 7 and C 10 valid contractor license (CSLB # 816080).

During this time, we have held various contracts for different K-12 districts, such as Antelope Valley Unified School District, Los Angeles Unified School District, Beverly Hills Unified School District, Hemet Unified School District, Twin Rivers Unified School District, Glendale Unified School District, Simi Valley Unified School District, San Bernardino City Unified School District, ABC Unified School District, Palo Verde Union Elementary School

District, and Chaffey Joint Union School District. We have provided these districts with turn-key solutions for their structured cabling, networking, and electrical needs and for many of these districts we have been awarded additional work due to satisfaction of the original contract.

In addition to K-12 school districts we have held numerous contracts with higher education facilities such as the Los Angeles Community College, San Francisco State University, Mt. San Antonio College, Southwestern Community College, and San Jose State University. These projects range from completing the recabling of one classroom to upgrading their existing electrical infrastructure all as per the end user requests.

We not only focus our efforts in the education field but also in state government projects. We have successfully held Job Order Contracts with the Department of Motor Vehicles since 2007. We are currently their Low Voltage and Electrical Contractor for the entire state of California. We also currently hold contracts with the City of West Hollywood and Employment Development Department for Low Voltage cabling and electrical services, again we are their On-Call contractor for as needed work. We have additionally held contracts to the County of Sonoma, the City of Santa Cruz, Franchise Tax Board. More local to our headquarters we have held contracts with the Eastern Municipal Water District, City of Huntington Beach, LA County Saniation District, and the County of San Bernardino.

Thank you.

1226 W 9th Street | Phone: (909) 981-8600
Upland, CA 91786 | Fax: (909) 382-9897
Website: www.GaTechServices.com

GA Technical Services, Inc. Staff

Key Team Members

- Frank Cervantes
  - Accomplished Executive with 30 years of experience in the Electrical and Low Voltage Data Industry involving both start-up and growth organizations. Results-oriented, decisive leader with proven success for managing a multimillion-dollar corporation. Excels in dynamic, demanding environments while remaining pragmatic and focused.

- Jose Sosa
  - Knowledgeable data technician and electrician. Installs and maintains all aspects of communication systems including wire and cable, facilities and equipment, telecommunication networks. Always completes work with customer more than satisfied. Devoted, reliable, diligent electrician with over 15 years of experience

- Alex Recinos
  - Skilled Electrician who thrives independently or as a team member. Always accommodates customer needs. Dedicated, dependable, hardworking electrician with over 20 years of experience. Interested in working closely with experienced electricians and technicians. Contributes to the success of a dynamic contractor's firm. Offering knowledge of the principles and methods used in the installation, maintenance, and repair of electrical systems and components to accomplish work assignments
- Christopher Kendricks
  - Skilled Electrician who helps all electricians. Certified Journeyman Electrician. Accommodates customer needs. Dedicated, dependable, hardworking electrician with over 10 years of experience. Interested in working closely with experienced electricians and technicians. Contributes to the success of a dynamic contractor's firm. Offering knowledge of the principles and methods used in the installation, maintenance, and repair of electrical systems and components to accomplish work assignments.

- Jose Miranda
  - Able to support electricians in the maintenance, operation, and repair of electrical systems for about 8 years. Assists with and perform installation and maintenance tasks to ensure the effective operation of various electrical equipment. Learning from the experienced electricians and completing all assigned duties. Identifying, analyzing, troubleshooting, and assisting with repairs of equipment and electrical faults.

- Randall Jones
  - Experience VDV Technician. Can perform alone and with others. Satisfies all customer needs and accommodates to their schedules. Devoted and reliable with over 15 years of experience.

- Jorge Rodriguez
  - Low Voltage Data Apprentice - Able to support low voltage foreman. Has experience with cat5, cat6, and fiber optics for about 2 years now. Reliable hard-worker with great work ethics interested in gaining knowledge in the Low Voltage field.

- Jose Lopez
    - Skilled Data Technician with over 10 years of experience. Multi skill capable to handle power tools hand tool, heavy and light machinery, forklifts, scissors lifts. Accommodating to customers' needs as well dependable and hardworking. Knowledgeable in all installations and communication systems including wire and cable.

GA Technical Services, Inc. and all assigned key professional staff are currently and properly certified or licensed to perform the services and hold all proper business or other required license

Frank Cervantes
President
Sandra Cervantes
Administrative Manager
Adriana Cervantes
Compliance Officer
Alex Recinos
Lead Foreman
Jose Sosa
Lead Foreman
Randall Jones
VDV Technician
Jorge Rodriguez
VDV Apprentice
Chrisopher Kendricks
Electrician
Jose Lopez
Laborer
Jose Miranda
Electrician

GA TECHNICAL SERVICES, INC.
(A California "S" Corporation)

Financial Statements

For the Year Ended December 31, 2018

GA TECHNICAL SERVICES, INC.
Financial Statements
Year Ended December 31, 2018

TABLE OF CONTENTS

	Page
Accountant's Review Report	1
Financial Statements	
Balance Sheet	2
Statement of Income and Retained Earnings	4
Statement of Cash Flows	5
Notes to Financial Statements	7
Supplementary Information	
Revenues Earned and Costs of Revenues Earned	13
Completed Contracts	14
Contracts in Progress	15
Costs of Revenues Earned	16
General and Administrative Expenses	17
Schedule of Contracts Receivable	18
Schedule of Accounts Payable	19

GRECIAN D. WILLIAMS
Certified Public Accountant

MEMBER AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS

MEMBER CALIFORNIA SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS

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Independent Accountant's Review Report

To the Stockholders and Management
GA Technical Services, Inc.
Ontario, California

I have reviewed the accompanying financial statements of GA Technical Services, Inc.(a California "S" Corporation), which comprise the balance sheet as of December 31, 2018, and the related statements of income and retained earnings and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

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

Accountant's Responsibility
My responsibility is to conduct the review engagement in accordance with *Statements on Standards for Accounting and Review Services* promulgated by the *Accounting and Review Services Committee of the AICPA*. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for my conclusion.

Accountant's Conclusion
Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Supplementary Information
My review of the basic financial statements was made primarily for the purpose of expressing a conclusion that there are no material modifications that should be made to the financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America. The supplementary information included in the accompanying the financial statements contained on pages 13 through 19 are presented only for the purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the same inquiry and analytical procedures applied in the review of the basic financial statements. Based on my review, I am not aware of any material modifications that should be made to the supplementary information.

May 6, 2019

Grecian D. Williams, CPA
Riverside, California

GA TECHNICAL SERVICES, INC.
Balance sheet
December 31, 2018

ASSETS

Current Assets	
Cash (bank overdraft)	$ 44,473
Contracts receivable	377,070
Retentions receivable	51,857
Employee advances	1,740
Costs and estimated earnings in excess of billings on uncompleted contracts	220,742
Total Current Assets	695,883
Property and Equipment	
Leasehold improvements	194,846
Software	7,970
Computer equipment	3,130
Office furniture & equipment	33,673
Machinery & equipment	144,821
Vehicles	291,637
	676,077
Less accumulated depreciation	(173,529)
Net Property and Equipment	502,548
Other Assets	
Investment	35,109
Total Other Assets	35,109
Total Assets	$ 1,233,540

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Balance sheet
December 31, 2018

LIABILITIES AND STOCKHOLDER'S EQUITY

Current Liabilities	
Accounts payable	$ 329,823
Credit cards payable	121,296
Income taxes payable	1,600
Current portion of long term debt	52,468
Total Current Liabilities	505,188
Long-Term Liabilities	
Notes payable, net of current portion	205,232
Total Liabilities	710,420
Stockholder's Equity	
Common stock, no par value, 1,000 shares authorized; 1,000 shares issued and outstanding	100
Retained earnings	523,021
Total Stockholder's Equity	523,121
Total Liabilities and Stockholder's Equity	$ 1,233,540

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Statement of Income and Retained Earnings
For the Year Ended December 31, 2018

	Total	% of Contract Revenue
Contract Operations		
Contract revenues earned	$ 3,270,053	100.0%
Cost of revenues earned	2,118,334	64.8%
Gross Profit	1,151,720	35.2%
General and Administrative Expenses		
Indirect costs	112,767	3.4%
General and administrative expenses	990,508	30.3%
Total General and Administrative Expenses	1,103,275	33.7%
Income From Operations	48,445	1.5%
Other Income (Expense)		
Interest expense	(27,598)	-0.8%
Total Other Income (Expense)	(27,598)	-0.8%
Income Before Provision for Taxes	20,847	0.6%
Provision for Taxes	(800)	0.0%
Net Income	20,047	0.7%
Retained Earnings		
Beginning of year, January 1, 2018	547,116	
Distributions to Shareholders	(44,142)	
Retained Earnings		
End of year, December 31, 2018	$ 523,021	

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Statement of Cash Flows
For the Year Ended December 31, 2018

Reconciliation of Net Income to Net Cash	
Provided by Operating Activities:	
Net income	$ 20,047
Adjustments to Reconcile Net Income to Net Cash Provided by Operating Activities:	
Depreciation	15,894
(Increase) decrease in:	
Contracts and retentions receivables	123,705
Employee advances	2,094
Cost in excess of billings on uncompleted contracts	(101,325)
(Decrease) increase in:	
Accounts payable and accrued liabilities	215,819
Credit cards payable	54,212
Payroll liabilities	(6,264)
Union dues payable	(34,561)
State income taxes payable	800
Billings in excess of costs on uncompleted contracts	(19,834)
Net cash provided by operating activities	$ 270,587

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Statement of Cash Flows
For the Year Ended December 31, 2018

Cash Flows From Operating Activities:	
Cash received from customers	$ 3,275,672
Cash paid to subcontractors, suppliers and employees	(3,005,085)
Net cash provided by operating activities	270,587
Cash Flows From Investing Activities:	
Purchases of leasehold improvements, furniture, equipment and vehicles	(105,009)
Net cash used by investing activities	(105,009)
Cash Flows From Financing Activities:	
Borrowings and principle payments on notes payable, net	(59,699)
Borrowings and repayments, shareholder loans	500
Distributions to shareholders	(44,142)
Net cash used by financing activities	(103,341)
Net increase in cash	62,237
Cash at beginning of year, January 1, 2018	(17,764)
Cash at end of year, December 31, 2018	$ 44,473
Supplemental Information:	
Cash paid for interest	$ 27,598
Cash paid for taxes	$ 800

See accountant's review report and accompanying notes to financial statements.

Note 1 - Description of business

GA Technical Services, Inc. (the Company) is a provider of general contracting, telecommunications and electrical services which includes nationwide installation and service programs to organizations, contractors and public/governmental entities. The Company also sells, integrates and upgrades products for a wide variety of systems. The Company is closely held by Frank Cervantes, its president, chief executive officer and 95% shareholder. The Company was incorporated in 2002, elected as a California "S" Corporation in 2002 and primarily engages its activities in Southern California. A description of the significant accounting policies used by the Company follows:

Note 2 - Summary of Significant Accounting Policies

A. Revenue and cost recognition

The Company performs its work under fixed-price and modified fixed-price contracts, which may be modified by incentive and penalty provisions. The lengths of the Company's contracts vary but are typically less than one year. In accordance with normal practice in the construction industry, the Company includes asset and liability accounts relating to construction contracts, including related deferred income taxes, in current assets and liabilities, even when such amounts are realizable or payable over a period in excess of one year.

Revenues from construction contracts are recognized and the accompanying financial statements are prepared using the percentage-of-completion method, measured on the basis of costs incurred to date to estimated total costs for each contract. Revenues from construction claims are recognized when realization is probable and can be reliably estimated. This cost-to-cost method is used because management considers it to be the best available measure of progress on these contracts.

Contract costs include all direct labor, material, subcontract and equipment costs and those indirect costs related to contract performance, such as indirect labor, insurance, bond costs, supplies, tools, repairs and depreciation costs. General and administrative costs are charged to expenses as incurred. Provisions for estimated losses on contracts in progress are made in the period in which such losses are determined. Changes in job performance, job conditions, and estimated profitability, including those arising from contract penalty provisions and final contract settlements may result in revisions to costs and revenues and are recognized in the period in which the revisions are determined.

The asset, "Costs and estimated earnings in excess of billings on uncompleted contracts," represents revenues recognized in excess of amounts billed. The liability, "Billings in excess of costs and estimated earnings on uncompleted contracts," represents billings in excess of revenues recognized.

B. Contracts receivable

The Company grants credit to customers in the normal course of operations. Contract receivables are based on management's evaluation of outstanding receivables at year end. Allowance for doubtful accounts, if any, is provided based on the review of outstanding receivables, historical experience and economic conditions. Uncollectible accounts are expensed in the period such amounts are determined.

Contract retentions are included in accounts receivable. A portion of contract revenues, generally 5%-10%, is customarily held back from payment until the company fulfills all contract obligations. Retained amounts due to the Company at December 31, 2018 totaled $51,857.

Note 2 - Summary of Significant Accounting Policies (continued)

C. Property and equipment

Property and equipment are stated at cost. Depreciation is provided using the straight-line method of depreciation over the estimated useful lives of the assets, ranging from five to seven years for equipment and thirty-nine years for property. Additions are capitalized while expenditures for maintenance and repairs are expensed as incurred.

For federal income tax purposes, depreciation is computed using a combination of the MACRS method and the Section 179 bonus allowance. The Section 179 bonus allowance provides for first year expensing of qualified assets up to $1,000,000 for 2018.

D. Income Taxes

The Company has elected to be taxed under the provisions of Subchapter S of the Internal Revenue Code and the California Revenue and Taxation Code. Under these provisions, the Company does not pay federal corporate income taxes on its taxable income and is not allowed a net operating loss carryover or carryback as a deduction. Instead, the stockholders are liable for individual federal income taxes on their respective shares of the Company's net operating income (loss) in their individual income tax returns.

Accordingly, no provision had been made for Federal income taxes. The State of California assesses a reduced franchise tax of 1.5% for corporations electing Subchapter S status.

E. Use of estimates

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

F. Fair value of financial instruments

The Company's financial instruments include cash, contract receivables, other assets and accounts payable. The Company's value of these financial instruments approximate fair value due to their short-term nature.

G. Credit risk

Financial instruments that potentially subject the Company to credit risk include cash and contract receivables. The Company maintains its demand deposits in commercial banks with Federal Deposit Insurance Corporation limits. The Company may apply a mechanic's lien against any unpaid contract receivables in accordance with state law.

H. Cash and cash equivalents

Cash includes cash on hand and cash in checking and savings accounts. For purposes of the statement of cash flows, the Company considers all highly liquid investments purchased with a maturity date of three months or less to be cash equivalents.

I. Officers Compensation

It is the Company's policy to expense officer's compensation to jobs whenever applicable. Officer's compensation paid for the year ended December 31, 2018 was $75,562.

Note 2 - Summary of Significant Accounting Policies

I. Compensated Absences

Compensated absences accruals are not provided as the amounts are considered immaterial.

K. Advertising

The Company expenses advertising costs as they are incurred. Advertising costs were $2,000 for the year ended December 31, 2018.

L. Uncertain Tax Positions

Management has determined that the Company does not have any uncertain tax positions and associated unrecognized benefits that materially impact the financial statements or related disclosures. Since tax matters are subject to some degree of uncertainty, there can be no assurance that the company's tax returns will not be subject to additional tax, penalties and interest as a result of such challenges. Generally, the Company's tax returns remain open for three years for federal income tax examination and for four years for California state tax examination.

M. Date of Management's Review

Events occurring after December 31, 2018 have been evaluated through May 6, 2019, which is the date the financial statements were available to be issued.

Note 3 - Contract Receivables

Contract receivables consisted of the following at December 31, 2018:

Retentions	$ 51,857
Completed contracts	243,742
Contracts in progress	133,328
	$ 428,927

Note 4 - Costs and Estimated Earnings on Uncompleted Contracts

Estimated earnings	$ 764,780
Less billings to date	(544,038)
	$ 220,742

The foregoing balance is included in the accompanying balance sheet under the following caption:

Costs and estimated earnings in excess of billings on uncompleted contracts	$ 220,742

The above balance is included on the schedule of contracts in progress as "under billings".

Note 5 - Accounts Payable-Trade

Accounts payable-trade balance at December 31, 2018 consists of amounts owed to material suppliers, subcontractors and other direct vendors in the amount of $329,823. Most outstanding accounts payable balances were paid in full as of the financial statement issuance date.

Note 6 - Notes Payable

Note payable with Waikoloa Bank, secured by investment, due in monthly principal installments of $344 including interest at 9.9% per annum, maturing in September, 2022.	$ 13,968
Working Capital Loan with East West bank, unsecured, due in monthly principal installments of $1,726 including interest at 2.5% plus prime, maturing December 2025. The prime rate at December 31, 2018 was 5.25%.	106,785
Note payable with East West Bank, secured by substantially all of the Company's assets, due in month principal installments of $2,938 including interest at the bank's reference rate plus 2.50% ((7.0% at December 31, 2018. The loan is guaranteed by one of the Company's stockholders. The loan is subject to certain covenants.	73,338
Note payable with SCE Federal Credit Union, secured by assets of the Company, due in monthly principal installments of $650 including interest at 8.25% per annum, maturing in March 2022.	19,180
Notes payable with finance companies, secured by Company vehicles and equipment due in combined monthly principal installments of $807 including interest ranging from 0% to 4.99% per annum and maturing in July, 2024 .	44,429
	257,700
Less current portion	(52,468)
Non-current portion	$ 205,232

Principal payments on long-term debt mature as follows during the years ended December 31:

2019	$ 52,468
2020	67,148
2021	50,702
2022	24.762
2023 & thereafter	62,620
	$ 257,700

Note 7 - Contingencies & Risks

The Company has the usual obligations of a contractor for performance in connection with contracts for work performed and to be performed. Management does not anticipate any significant losses in connection with these obligations.

The Company is party to various legal actions that arise in the normal course of business which are not expected to have a material effect on operations.

The Company is party to various legal actions that arise in the normal course of business which are not expected to have a material effect on operations.

Note 8 - Operationg Lease, Related Party

The Company leases real property from one of its stockholders under a month-to-month arrangement. Total rental expense incurred for the year ended December 31, 2018 was $65,273.

Note 9 - Revenue From Major Customers

For the year ended December 31, 2018, the Company had three major customers, revenue from which individually comprised 40% of the Company's revenue. Revenue from these customers were: Simi Valley Unified School District $605,570; Los Angeles Public Library $259,310 and Department of Motor Vehicles $430,174.

Note 10 - Backlog

The following schedule summarizes changes in backlog on contracts during the year ended December 31, 2018. Backlog represents the amount of revenue the Company expects to realize from work to be performed on uncompleted contracts in progress at year end and from contractual agreements on which work has not yet begun:

Backlog balance at December 31, 2017	$ 197,234
New contracts during the period	4,172,915
Less contract revenue earned during the period	(3,270,053)
Backlog balance at December 31, 2018	$ 1,100,096

Note 11 - Job Order Contracting

At December 31, 2018 the Company has been awarded several Job Order Contracts (JOCs) with the following agencies, which guarantees a minimal amount of contract work. A JOC is a long term, indefinite delivery-indefinite quantity contract for construction services delivered on an on-call basis through firm fixed price delivery orders based upon pre-established unit prices. Under the JOCs, the Company obtains specific work orders and provides construction services from concept to close out:

Customer	Term	Contract Amount	2018 Revenues
California State Lottery	11/15/17 - 11/14/20	$ 84,000	$ 3,258
City of West Hollywood - Data	06/12/17 - 03/31/20	75,000	9,821
City of West Hollywood - Electrical	11/06/17 - 06/30/21	882,174	63,839
County of Santa Clara	09/29/15 - 09/28/18	1,460,256	21,430
Department of General Services	12/27/17 -03/26/18	28,987	28,987
Department of Motor Vehicles	11/15/17 - 11/14/18	1,716,360	430,174
Department of Social Services	07/07/17 - 06/30/19	200,000	34,921
Eastern Municipal Water District	02/01/15 - 01/31/20	375,000	105,561
Employment Development Dept	01/01/18 - 01/14/19	130,667	142,211
		$ 4,952,443	$ 840,203

Note 12 - Subsequent Events

Prior to the issuance of the financial statements, the Company had been awarded the following contracts:

Project Name	Contract Amount
Borrego Springs Unified MDF Clean Up	$ 1,528
Calexico Unified School District - Internal Connections	4,049
Campbell Union High SD.: Fiber Optic	329,045
City of Chino-City Hall Projector	28,294
City Of Irwindale	14,989
City of Orange - Network Cabling	16,690
City of Santa Barbara - Fiber Optic Splicing	24,898
City of Thousand Oaks - Beoreactor Motor Control	14,090
County of San Diego - Cable Pull Project	7,177
Dept of HWY Patrol	34,500
EMWD- MVRWRF- PLC Upgrade	16,667
EMWD- OMC Lab	46,210
Federal Technology Solutions, Inc. - Casper Park	9,616
Glendale - 210 1/4 N Maryland Ave.	29,180
Glendale - 218 Orange St. Glendale, CA 91207	19,773
Newark USD	93,274
Port Of Oakland	49,284
South San Francisco (Fiber)	20,441
T2: VTA -Milpitas	26,600
Twin Rivers USD: Switchgear Replacement	155,100
Total Approved Contracts	$ 941,404

GA Technical Services, Inc.

(A California "S" Corporation)

SUPPLEMENTARY FINANCIAL INFORMATION

Year Ended December 31, 2018

GA TECNHICAL SERVICES, INC.
Schedule I
Revenues Earned and Cost of Revenues Earned
For the Year Ended December 31, 2018

	Revenues Earned	Cost of Revenues	Gross Profit (Loss)
Contracts completed during the year	$ 2,505,274	$ 1,530,008	$ 975,265
Contracts in progress at period-end	764,780	588,326	176,454
	$ 3,270,053	$ 2,118,334	$ 1,151,720

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule II
Completed Contracts
Year Ended December 31, 2018

Project Name	Contract Totals From Inception to December 31, 2018			Before January 1, 2018			During the Year Ended December 31, 2018		
	Revenues Earned	Cost of Revenues	Gross Profit (Loss)	Revenues Earned	Cost of Revenues	Gross Profit (Loss)	Revenues Earned	Cost of Revenues	Gross Profit (Loss)
1 Source Distributors	$ 56,027	$ 26,027	$ 30,000	$ -	$ -	$ -	$ 56,027	$ 26,027	$ 30,000
Antelope Valley Joint Union High S	129,424	86,898	42,526	-	-	-	129,424	86,898	42,526
Barrett Utilities and Construction	49,090	19,113	29,977	-	-	-	49,090	19,113	29,977
Beverly Hills Unified School Distric	33,188	5,024	28,164	-	-	-	33,188	5,024	28,164
City of Palm Springs	29,214	15,188	14,025	-	-	-	29,214	15,188	14,025
City of Sacramento	166,536	223,346	(56,810)	-	-	-	166,536	223,346	(56,810)
City of West Hollywood	97,261	56,397	40,863	17,417	13,063	4,354	79,843	43,334	36,509
County of San Luis Obispo	141,735	108,410	33,325	119,417	108,123	11,294	22,318	287	22,031
County of Santa Clara	21,430	3,357	18,073	-	-	-	21,430	3,357	18,073
Department of General Services	28,987	9,306	19,681	-	-	-	28,987	9,306	19,681
Department of Motor Vehicles	430,174	212,135	218,039	-	-	-	430,174	212,135	218,039
Department of Social Services	34,921	47,530	(12,609)	-	-	-	34,921	47,530	(12,609)
Eastern Municipal Water District	105,561	40,569	64,992	-	-	-	105,561	40,569	64,992
Employment Development Dept	142,211	78,505	63,707	-	-	-	142,211	78,505	63,707
Federal Emergency Mgmt Agency R	67,519	36,015	31,503	-	-	-	67,519	36,015	31,503
Fujitsu America Inc.	28,250	15,254	12,996	-	-	-	28,250	15,254	12,996
Los Angeles Public Library	295,148	117,243	177,905	35,838	23,788	12,050	259,310	93,455	165,855
Management and Training Corporal	34,001	13,475	20,527	-	-	-	34,001	13,475	20,527
Newark Unified School District	94,560	40,009	54,551	-	-	-	94,560	40,009	54,551
Perris Union High School District	68,799	37,054	31,745	-	-	-	68,799	37,054	31,745
Pub Construction	36,600	22,238	14,362	-	-	-	36,600	22,238	14,362
Richland School District	34,499	13,229	21,270	-	-	-	34,499	13,229	21,270
San Jose State University	75,098	34,804	40,294	-	-	-	75,098	34,804	40,294
T2 Systems Canada, Inc	58,813	26,362	32,451	-	-	-	58,813	26,362	32,451
Torrance Unified School District	163,521	141,171	22,350	-	-	-	163,521	141,171	22,350
Vons, Safeway Company	22,823	9,331	13,492	-	-	-	22,823	9,331	13,492
Small Jobs < $25,000	232,556	236,991	(4,436)	-	-	-	232,556	236,991	(4,436)
	$2,677,946	$ 1,674,982	$ 1,002,963	$ 172,673	$ 144,974	$ 27,699	$2,505,274	$1,530,008	$ 975,265

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule III
Contracts in Progress
For the Year Ended December 31, 2018

	Total Contract					From Inception to December 31, 2018						For the Year Ended December 31, 2018		
Project	Contract Amount & CO's	Estimated Total Costs	Estimated Gross Profit	Estimated Costs to Complete	Percent Complete	Revenues Earned	Costs	Gross Profit	Billings	(Over Billed)	Under Billed	Revenues Earned	Costs	Gross Profit
Simi Valley	$ 999,908	$ 779,938	$ 219,971	$ 307,587	60.56%	$ 605,570	$ 472,351	$ 133,220	$ 477,037	$ -	$ 128,534	$ 605,570	$ 472,351	$ 133,220
Burbank-Hope	52,900	40,733	12,167	39,452	3.14%	1,664	1,281	383	-	-	1,664	1,664	1,281	383
Campbell Union	329,045	246,710	82,335	241,297	2.19%	7,219	5,413	1,806	-	-	7,219	7,219	5,413	1,806
City of Palmdale	139,900	100,728	39,172	75,131	25.41%	35,551	25,597	9,954	33,050	-	2,501	35,531	25,597	9,934
Lake Tahoe	235,623	172,005	63,618	90,704	47.27%	111,371	81,301	30,070	33,951	-	77,420	111,392	81,301	30,091
Mt. San Antonio	107,500	75,255	32,245	72,872	3.17%	3,404	2,383	1,021	-	-	3,404	3,404	2,383	1,021
	$ 1,864,876	$ 1,415,369	$ 449,507	$ 827,043		$ 764,780	$ 588,326	$ 176,455	$ 544,038	$ -	$ 220,742	$ 764,780	$ 588,326	$ 176,454

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule IV
Schedule of Costs of Revenues Earned
For the Year Ended December 31, 2018

	Amount	% of Contract Costs
Bond fees	$ 47,817	1.5%
Consultants	7,283	0.2%
Direct labor	785,368	24.0%
Equipment rental	37,430	1.1%
Fuel & auto	48,028	1.5%
Licenses & permits	2,521	0.1%
Materials	710,962	21.7%
Outside labor	14,517	0.4%
Subcontractors	180,332	5.5%
Tools and equipment	21,196	0.6%
Travel, lodging & subsistence	138,705	4.2%
Union dues	124,175	3.8%
	$ 2,118,334	64.8%

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule V
Schedule of General and Administrative Expenses
For the Year Ended December 31, 2018

	Amount	% of Contract Costs
Indirect Costs:		
Auto	$ 50,049	1.5%
General liability insurance	33,224	1.0%
Licenses & permits	3,392	0.1%
Workers comp insurance	26,102	0.8%
	$ 112,767	3.4%
General & Administrative Expenses:		
Advertising	$ 2,000	0.1%
Bank charges	490	0.0%
Bonus for Employees	9,500	0.3%
Depreciation	15,894	0.5%
Dues and Subscriptions	6,831	0.2%
Employee training	3,922	0.1%
Insurance-health	44,015	1.3%
Meals & entertainment	12,270	0.4%
Office expense	52,947	1.6%
Payroll Taxes	149,250	4.6%
Postage & freight	6,107	0.2%
Professional fees	23,855	0.7%
Property taxes	11,767	0.4%
Rent	65,273	2.0%
Repairs and maintenance	4,518	0.1%
Salaries & wages-office	465,520	14.2%
Salaries-officer	75,562	2.3%
Telephone	27,102	0.8%
Utilities	13,686	0.4%
	$ 990,508	30.3%

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERIVCES, INC.
Schedule VI
Schedule of Contracts Receivable
As of December 31, 2018

PROJECT	0-30 CURRENT	31-60 DAYS	61-90 DAYS	> 90 DAYS	TOTAL
1 Source Distributors	$ 10,615	$ -	$ -	$ -	$ 10,615
32600 Chuck Request Pizaa Joint	-	-	-	195	195
32663 Palos Verdes	-	3,050	-	-	3,050
ABC Unified School District	74	-	-	-	74
Antelope Valley Joint Union High	12,040	-	-	-	12,040
Barrett Utilities and Construction	8,638	2,798	1,425	225	13,086
California State Lottery	1,144	200	-	-	1,344
City of Alhambra_	5,898	-	-	-	5,898
City of Palmdale	33,050	-	-	-	33,050
City of Rio Vista	121	-	-	-	121
City of West Hollywood	19,273	-	-	-	19,273
Concert Technologies	2,449	-	-	-	2,449
CPT Network Solutions	556	-	-	-	556
Del Taco, LLC	(404)	-	-	-	(404)
Department of General Services	2,876	-	-	-	2,876
Department of Motor Vehicles	77,256	-	-	-	77,256
Department of Social Services	942	-	-	-	942
Eastern Municipal Water District	2,106	-	-	-	2,106
Employment Development Dept.	15,900	-	-	-	15,900
G.A. Services, LLC	-	-	-	1,120	1,120
Integrity Communications & Solutio	1,788	-	-	-	1,788
John Sandoval Telecom Services	1,040	-	-	-	1,040
Lake Tahoe Unified School District	32,253	-	-	-	32,253
Los Angeles Public Library	-	-	-	481	481
Management and Training Corporat	5,842	-	-	-	5,842
Newark Unified School District	38,412	-	-	-	38,412
Simi Valley Unified School District	68,025	-	-	-	68,025
T2 Systems Canada, Inc	10,480	-	-	-	10,480
Torrance Unified School District	15,780	-	-	-	15,780
Vons, Safeway Company	1,422	-	-	-	1,422
TOTAL	$ 367,576	$ 6,048	$ 1,425	$ 2,021	$ 377,070

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule VII
Schedule of Accounts Payable
As of December 31, 2018

VENDOR NAME	0-30 CURRENT DUE	30-60	60-90	>90	TOTAL
A & A Concrete Supply, Inc.	$ -	$ -	$ -	$ 5,326	$ 5,326
A.N.A. Telecom	-	-	-	688	688
Accu-Tech	5,890	1,233	8,044	186	15,353
Aflac	653	-	-	-	653
Ahern Rentals	1,261	1,613	2,186	-	5,060
Alliant Insurance Services, Inc.	6,619	4,664	4,903	2,383	18,569
Arrow Wire & Cable, Inc.	-	1,377	5,603	-	6,980
Associated Builders and Contractors	1,100	4,473	-	-	5,573
Badger Daylighting Corp	-	-	-	1,983	1,983
California Cut & Core, Inc.	-	-	-	850	850
Capitol Barricade, Inc.	-	-	1,538	9,971	11,509
Citi Expedia.com Card (4690)	6,021	892	959	-	7,873
Citi Expedia.com Card (5490)	2,238	-	-	-	2,238
Concept Paving Solutions, Inc.	-	-	-	23,760	23,760
Encore Lighting	1,980	-	-	-	1,980
Fed Ex	549	55	-	-	603
Fiber Instrument Sales Inc.	-	706	-	-	706
Florez Brothers Inc.	-	-	-	16,000	16,000
Frank Cervantes	2,000	-	-	-	2,000
Graybar Electric CO.,Inc	1,857	7,303	1,820	115	11,096
Grecian D. Williams, CPA	2,475	-	-	-	2,475
Health Net	1,260	-	-	-	1,260
Independent Electric Supply	603	106	-	-	709
John B. Rudy Company, Inc	74,810	435	-	625	75,870
Lorena Cervantes	3,130	-	-	13,328	16,458
Main Electric Supply Co.	4,147	3,303	-	-	7,450
Mayra Umana	776	-	-	-	776
Merchtel Interop Teledatacomm	-	2,000	-	-	2,000
Nor Cal Waste	-	-	-	5,100	5,100
Sandra Cervantes	-	500	-	-	500
SBC Tax Collector	-	5,691	-	-	5,691
Semper Fi Network Cabling, Inc.	-	-	-	4,620	4,620
Sentry Insurance	5,729	-	-	-	5,729
Southern California Edison	654	-	-	-	654
Tele-Line Communications	-	-	1,500	-	1,500
Teleteks, Inc.	8,285	760	-	120	9,165
The Contractors Plan	9,208	-	-	-	9,208
Turtle & Hughes Inc.	5,568	1,967	2,549	25,042	35,126
Ultimate Cleaning Solutions, Inc.	700	-	-	-	700
United Site Service	1,034	-	-	-	1,034
US Bank	-	1,903	-	-	1,903
Verizon Wireless	705	-	-	-	705
Wesdak Inc. D.B.A	927	208	-	-	1,135
Vendors < $500	3,958	(72)	250	(2,881)	1,255
GRAND TOTAL	$ 154,137	$ 39,117	$ 29,352	$ 107,217	$ 329,823

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
(A California "S" Corporation)

Financial Statements

For the Year Ended December 31, 2019

GA TECHNICAL SERVICES, INC.
Financial Statements
Year Ended December 31, 2019

TABLE OF CONTENTS

	Page
Accountant's Review Report	1
Financial Statements	
Balance Sheet	2
Statement of Income and Retained Earnings	4
Statement of Cash Flows	5
Notes to Financial Statements	7
Supplementary Information	
Revenues Earned and Costs of Revenues Earned	13
Completed Contracts	14
Contracts in Progress	15
Costs of Revenues Earned	16
General and Administrative Expenses	17
Schedule of Contracts Receivable	18
Schedule of Accounts Payable	19

GRECIAN D. WILLIAMS
Certified Public Accountant

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Independent Accountant's Review Report

To the Stockholders and Management
GA Technical Services, Inc.
Ontario, California

I have reviewed the accompanying financial statements of GA Technical Services, Inc.(a California "S" Corporation), which comprise the balance sheet as of December 31, 2019, and the related statements of income and retained earnings and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

Management's Responsibility for the Financial Statements

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

Accountant's Responsibility

My responsibility is to conduct the review engagement in accordance with *Statements on Standards for Accounting and Review Services* promulgated by the *Accounting and Review Services Committee of the AICPA*. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for my conclusion.

Accountant's Conclusion

Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Supplementary Information

My review of the basic financial statements was made primarily for the purpose of expressing a conclusion that there are no material modifications that should be made to the financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America. The supplementary information included in the accompanying the financial statements contained on pages 13 through 19 are presented only for the purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the same inquiry and analytical procedures applied in the review of the basic financial statements. Based on my review, I am not aware of any material modifications that should be made to the supplementary information.

June 23, 2020

Grecian D. Williams, CPA
Riverside, California

GA TECHNICAL SERVICES, INC.
Balance sheet
December 31, 2019

ASSETS

Current Assets	
Cash	$ 1,692
Contracts receivable	394,338
Retentions receivable	46,409
Employee advances	4,143
Prepaid income taxes	1,833
Costs and estimated earnings in excess of billings on uncompleted contracts	31,918
Total Current Assets	480,333
Property and Equipment	
Leasehold improvements	194,846
Software	7,970
Computer equipment	3,130
Office furniture & equipment	33,673
Machinery & equipment	156,944
Vehicles	297,618
	694,181
Less accumulated depreciation	(192,415)
Net Property and Equipment	501,766
Other Assets	
Investment	35,109
Total Other Assets	35,109
Total Assets	$ 1,017,207

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Balance sheet
December 31, 2019

LIABILITIES AND STOCKHOLDER'S EQUITY

Current Liabilities	
Accounts payable	$ 127,162
Credit cards payable	89,003
Union dues payable	48,008
Loan payable-other	33,997
Billings in excess of costs and estimated earnings on uncompleted contracts	13,068
Current portion of long term debt	73,909
Total Current Liabilities	385,147
Long-Term Liabilities	
Notes payable, net of current portion	120,992
Total Liabilities	506,139
Stockholder's Equity	
Common stock, no par value, 1,000 shares authorized; 1,000 shares issued and outstanding	100
Retained earnings	510,968
Total Stockholder's Equity	511,068
Total Liabilities and Stockholder's Equity	$ 1,017,207

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Statement of Income and Retained Earnings
For the Year Ended December 31, 2019

	Total	% of Contract Revenue
Contract Operations		
Contract revenues earned	$ 3,016,035	100.0%
Cost of revenues earned	(2,046,395)	-67.9%
Gross Profit	969,640	32.1%
General and Administrative Expenses		
Indirect costs	108,985	3.6%
General and administrative expenses	807,903	26.8%
Total General and Administrative Expenses	916,888	30.4%
Income From Operations	52,752	1.7%
Other Income (Expense)		
Other income	24,498	0.8%
Interest expense	(40,958)	-1.4%
Total Other Income (Expense)	(16,460)	-0.5%
Income Before Provision for Taxes	36,292	1.2%
Provision for Taxes	(2,160)	-0.1%
Net Income	34,132	1.2%
Retained Earnings		
Beginning of year, January 1, 2019	523,021	
Distributions to Shareholders	(46,185)	
Retained Earnings		
End of year, December 31, 2019	$ 510,968	

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Statement of Cash Flows
For the Year Ended December 31, 2019

Reconciliation of Net Income to Net Cash		
Provided by Operating Activities:		
Net income	$	34,132
Adjustments to Reconcile Net Income to Net Cash Provided by Operating Activities:		
Depreciation		36,686
(Increase) decrease in:		
Contracts and retentions receivables		(11,820)
Employee advances		(2,403)
Prepaid income taxes		(1,833)
Cost in excess of billings on uncompleted contracts		188,824
(Decrease) increase in:		
Accounts payable and accrued liabilities		(203,255)
Credit cards payable		(32,293)
Union dues payable		48,008
State income taxes payable		(1,600)
Billings in excess of costs on uncompleted contracts		13,068
Net cash provided by operating activities	$	67,516

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Statement of Cash Flows
For the Year Ended December 31, 2019

Cash Flows From Operating Activities:	
Cash received from customers	$ 3,338,819
Cash paid to subcontractors, suppliers and employees	(3,271,103)
Net cash provided by operating activities	67,716
Cash Flows From Investing Activities:	
Purchases of equipment and vehicles	(41,210)
Disposal of vehicle	5,701
Net cash used by investing activities	(35,509)
Cash Flows From Financing Activities:	
Borrowings and principle payments on notes payable, net	(62,800)
Borrowings and repayments, other loans	33,997
Distributions to shareholders	(46,185)
Net cash used by financing activities	(74,988)
Net decrease in cash	(42,781)
Cash at beginning of year, January 1, 2019	44,473
Cash at end of year, December 31, 2019	$ 1,692

See accountant's review report and accompanying notes to financial statements.

Note 1 - Description of business

GA Technical Services, Inc. (the Company) is a provider of general contracting, telecommunications and electrical services which includes nationwide installation and service programs to organizations, contractors and public/governmental entities. The Company also sells, integrates and upgrades products for a wide variety of systems. The Company is closely held by Frank Cervantes, its president, chief executive officer and 95% shareholder. The Company was incorporated in 2002, elected as a California "S" Corporation in 2002 and primarily engages its activities in Southern California. A description of the significant accounting policies used by the Company follows:

Note 2 - Summary of Significant Accounting Policies

A. Revenue and cost recognition

The Company performs its work under fixed-price and modified fixed-price contracts, which may be modified by incentive and penalty provisions. The lengths of the Company's contracts vary but are typically less than one year. In accordance with normal practice in the construction industry, the Company includes asset and liability accounts relating to construction contracts, including related deferred income taxes, in current assets and liabilities, even when such amounts are realizable or payable over a period in excess of one year.

Revenues from construction contracts are recognized and the accompanying financial statements are prepared using the percentage-of-completion method, measured on the basis of costs incurred to date to estimated total costs for each contract. Revenues from construction claims are recognized when realization is probable and can be reliably estimated. This cost-to-cost method is used because management considers it to be the best available measure of progress on these contracts.

Contract costs include all direct labor, material, subcontract and equipment costs and those indirect costs related to contract performance, such as indirect labor, insurance, bond costs, supplies, tools, repairs and depreciation costs. General and administrative costs are charged to expenses as incurred. Provisions for estimated losses on contracts in progress are made in the period in which such losses are determined. Changes in job performance, job conditions, and estimated profitability, including those arising from contract penalty provisions and final contract settlements may result in revisions to costs and revenues and are recognized in the period in which the revisions are determined.

The asset, "Costs and estimated earnings in excess of billings on uncompleted contracts," represents revenues recognized in excess of amounts billed. The liability, "Billings in excess of costs and estimated earnings on uncompleted contracts," represents billings in excess of revenues recognized.

B. Contracts receivable

The Company grants credit to customers in the normal course of operations. Contract receivables are based on management's evaluation of outstanding receivables at year end. Allowance for doubtful accounts, if any, is provided based on the review of outstanding receivables, historical experience and economic conditions. Uncollectible accounts are expensed in the period such amounts are determined.

Contract retentions are included in accounts receivable. A portion of contract revenues, generally 5%-10%, is customarily held back from payment until the company fulfills all contract obligations. Retained amounts due to the Company at December 31, 2019 totaled $46,409.

Note 2 - Summary of Significant Accounting Policies (continued)

C. Property and equipment

Property and equipment are stated at cost. Depreciation is provided using the straight-line method of depreciation over the estimated useful lives of the assets, ranging from five to seven years for equipment and thirty-nine years for property. Additions are capitalized while expenditures for maintenance and repairs are expensed as incurred.

For federal income tax purposes, depreciation is computed using a combination of the MACRS method and the Section 179 bonus allowance. The Section 179 bonus allowance provides for first year expensing of qualified assets up to $1,000,000 for 2019.

D. Income Taxes

The Company has elected to be taxed under the provisions of Subchapter S of the Internal Revenue Code and the California Revenue and Taxation Code. Under these provisions, the Company does not pay federal corporate income taxes on its taxable income and is not allowed a net operating loss carryover or carryback as a deduction. Instead, the stockholders are liable for individual federal income taxes on their respective shares of the Company's net operating income (loss) in their individual income tax returns.

Accordingly, no provision had been made for Federal income taxes. The State of California assesses a reduced franchise tax of 1.5% for corporations electing Subchapter S status.

E. Use of estimates

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

F. Fair value of financial instruments

The Company's financial instruments include cash, contract receivables, other assets and accounts payable. The Company's value of these financial instruments approximate fair value due to their short-term nature.

G. Credit risk

Financial instruments that potentially subject the Company to credit risk include cash and contract receivables. The Company maintains its demand deposits in commercial banks with Federal Deposit Insurance Corporation limits. The Company may apply a mechanic's lien against any unpaid contract receivables in accordance with state law.

H. Cash and cash equivalents

Cash includes cash on hand and cash in checking and savings accounts. For purposes of the statement of cash flows, the Company considers all highly liquid investments purchased with a maturity date of three months or less to be cash equivalents.

I. Officers Compensation

It is the Company's policy to expense officer's compensation to jobs whenever applicable. Officer's compensation paid for the year ended December 31, 2019 was $47,988.

Note 2 - Summary of Significant Accounting Policies

J. Compensated Absences

Compensated absences accruals are not provided as the amounts are considered immaterial.

K. Advertising

The Company expenses advertising costs as they are incurred. Advertising costs were $677 for the year ended December 31, 2019.

L. Uncertain Tax Positions

Management has determined that the Company does not have any uncertain tax positions and associated unrecognized benefits that materially impact the financial statements or related disclosures. Since tax matters are subject to some degree of uncertainty, there can be no assurance that the company's tax returns will not be subject to additional tax, penalties and interest as a result of such challenges. Generally, the Company's tax returns remain open for three years for federal income tax examination and for four years for California state tax examination.

M. Date of Management's Review

Events occurring after December 31, 2019 have been evaluated through June 23, 2020, which is the date the financial statements were available to be issued.

Note 3 - Contract Receivables

Contract receivables consisted of the following at December 31, 2019:

Retentions	$ 46,409
Completed contracts	226,553
Contracts in progress	167,785
	$ 440,747

Note 4 - Costs and Estimated Earnings on Uncompleted Contracts

Estimated earnings	$ 329,352
Less billings to date	(297,434)
	$ 31,918

The foregoing balance is included in the accompanying balance sheet under the following caption:

Costs and estimated earnings in excess of billings on uncompleted contracts	$ 31,918

The above balance is included on the schedule of contracts in progress as "under billings".

Note 5 - Accounts Payable-Trade

Accounts payable-trade balance at December 31, 2019 consists of amounts owed to material suppliers, subcontractors and other direct vendors in the amount of $127,162. Most outstanding accounts payable balances were paid in full as of the financial statement issuance date.

Note 6 - Billings in Excess of Revenues Earned

Revenues earned on uncompleted contracts	$ 335,841
Less billings to date	(348,909)
	$ (13,068)

The foregoing balance is included in the accompanying balance sheet under the following caption:

Billings in excess of costs and estimated earnings on uncompleted contracts	$ (13,068)

The above balance is included on the schedule of contracts in progress as "over billings".

Note 7 - Notes Payable

Note payable with Waikoloa Bank, secured by investment, due in monthly principal installments of $344 including interest at 9.9% per annum, maturing in September, 2022.	$ 10,519
Working Capital Loan with East West bank, unsecured, due in monthly principal installments of $1,726 including interest at 2.5% plus prime, maturing December 2025. The prime rate at December 31, 2019 was 5.00%.	83,184
Note payable with East West Bank, secured by substantially all of the Company's assets, due in month principal installments of $2,938 including interest at the bank's reference rate plus 2.50% . The prime was 5.0% at December 31, 2019. The loan is guaranteed by one of the Company's stockholders. The loan is subject to certain covenants.	46,692
Note payable with SCE Federal Credit Union, secured by assets of the Company, due in monthly principal installments of $650 including interest at 8.25% per annum, maturing in March 2022.	8,359
Notes payable with finance companies, secured by Company vehicles and equipment due in combined monthly principal installments of $802 including interest ranging from 0% to 4.99% per annum and maturing in January, 2026.	46,147
	194,901
Less current portion	(73,909)
Non-current portion	$ 120,992

Principal payments on long-term debt mature as follows during the years ended December 31:

2020	$ 73,909
2021	52,431
2022	39,339
2023	14,745
2024 & thereafter	14,477
	$ 194,901

Note 8 - Contingencies & Risks

The Company has the usual obligations of a contractor for performance in connection with contracts for work performed and to be performed. Management does not anticipate any significant losses in connection with these obligations.

Note 9 - Operating Lease, Related Party

The Company leases real property from one of its stockholders under a month-to-month arrangement. Total rental expense incurred for the year ended December 31, 2019 was $76,646.

Note 10 - Backlog

The following schedule summarizes changes in backlog on contracts during the year ended December 31, 2019. Backlog represents the amount of revenue the Company expects to realize from work to be performed on uncompleted contracts in progress at year end and from contractual agreements on which work has not yet begun:

Backlog balance at December 31, 2018	$ 1,100,096
New contracts during the period	2,235,783
Less contract revenue earned during the period	(3,016,035)
Backlog balance at December 31, 2019	$ 319,844

Note 11 - Job Order Contracting

At December 31, 2019 the Company has been awarded several Job Order Contracts (JOCs) with the following agencies, which guarantees a minimal amount of contract work. A JOC is a long term, indefinite delivery-indefinite quantity contract for construction services delivered on an on-call basis through firm fixed price delivery orders based upon pre-established unit prices. Under the JOCs, the Company obtains specific work orders and provides construction services from concept to close out:

Customer	Term	Contract Amount	2019 Revenues
California State Lottery	11/15/17 - 11/14/20	$ 84,000	$ -
City of West Hollywood - Data Services	06/12/17 - 03/31/20	75,000	4,595
City of West Hollywood - Electrical Services	11/06/17 - 06/30/21	882,174	49,147
Department of Motor Vehicles	9/30/19-11/30/20	1,669,775	263,436
Department of Social Services	07/07/17 - 06/30/19	200,000	121,896
Eastern Municipal Water District	02/01/15 - 01/31/20	375,000	46,822
Franchise Tax Board - Cabling Services	10/21/19-10/21/21	249,999	-
		$ 3,535,947	$ 485,896

Note 12 - Revenue From Major Customers

For the year ended December 31, 2019, the Company had three major customers, revenue from which individually comprised 33% of the Company's revenue. Revenue from these customers were: Simi Valley Unified School District $416,231; Campbell Union High School $304,442 and Inglewood Unified School District $269,600.

Note 13 - Subsequent Events

Prior to the issuance of the financial statements, the Company had been awarded the following contracts:

Project Name	Contract Amount
Antelope Valley	$ 34,787
City of Irwindale - Senior Center/Police Station	6,069
DMV Bay Area 1 #19-528	195,965
DMV Bay Area 2 #19-529	156,025
DMV Central CA #19-526	178,509
DMV Central Coast CA #19-527	154,536
DMV Fontna #19-498	65,000
DMV Northern CA Area 1 #19-530	230,143
DMV Northern CA Area 2 #19-531	271,523
DMV Southern CA Area 2 #19-533	140,244
DMV Southern CA Area 3 #19-534	140,489
DMV Southern CA Area 4 #19-535	146,975
EMWD Warehouse	12,202
EMWD WO's	16,040
Fairview Developmental Center - Cabling Network	79,000
Franchise Tax Board	249,999
Glendale High School - Electrical	28,500
Mt. SAC Bldg. 10 Transformer Installtion	275,500
Mt. SAC Substation 26 Replacement	107,500
T2 Systems - City of Glendale	96,407
Total Approved Contracts	$ 2,585,413

GA Technical Services, Inc.

(A California "S" Corporation)

SUPPLEMENTARY FINANCIAL INFORMATION

Year Ended December 31, 2019

GA TECNHICAL SERVICES, INC.
Schedule I
Revenues Earned and Cost of Revenues Earned
For the Year Ended December 31, 2019

	Revenues Earned	Cost of Revenues	Gross Profit (Loss)
Contracts completed during the year	$ 2,469,432	$ 1,607,923	$ 861,509
Contracts in progress at period-end	546,602	438,472	108,130
	$ 3,016,035	$ 2,046,395	$ 969,640

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule II
Completed Contracts
Year Ended December 31, 2019

Project Name	Contract Totals From Inception to December 31, 2019			Before January 1, 2019			During the Year Ended December 31, 2019		
	Revenues Earned	Cost of Revenues	Gross Profit (Loss)	Revenues Earned	Cost of Revenues	Gross Profit (Loss)	Revenues Earned	Cost of Revenues	Gross Profit (Loss)
1 Source Distributor	$ 50,514	$ 27,960	$ 22,554	$ -	$ -	$ -	$ 50,514	$ 27,960	$ 22,554
Antelope Valley Joint Union HS	70,804	33,756	37,048	-	-	-	70,804	33,756	37,048
Chaffey Joint Union High School	32,312	11,355	20,958	-	-	-	32,312	11,355	20,958
City of Orange	29,583	12,458	17,125	-	-	-	29,583	12,458	17,125
City of South San Francisco	63,897	38,446	25,451	-	-	-	63,897	38,446	25,451
City of West Hollywood	53,742	29,289	24,453	-	-	-	53,742	29,289	24,453
CPT Network Solutions	24,561	17,062	7,500	-	-	-	24,561	17,062	7,500
Department of California Highway	34,500	13,323	21,177	-	-	-	34,500	13,323	21,177
Department of Motor Vehicles	263,436	133,280	130,155	-	-	-	263,436	133,280	130,155
Department of Social Services	121,896	78,556	43,340	-	-	-	121,896	78,556	43,340
Eastern Municipal Water District	46,822	20,909	25,913	-	-	-	46,822	20,909	25,913
T2 Systems Canada	111,214	73,778	37,435	-	-	-	111,214	73,778	37,435
Tovy Shultz Construction, Inc	43,114	20,247	22,867	-	-	-	43,114	20,247	22,867
Vons, Safeway Company	30,768	12,234	18,534	-	-	-	30,768	12,234	18,534
WLC Architects	20,435	4,206	16,229	-	-	-	20,435	4,206	16,229
ABC Unified School District	88,809	37,886	50,923	-	-	-	88,809	37,886	50,923
Burbank Bob Hope Airport	59,825	44,933	14,892	1,664	1,281	383	58,161	43,652	14,509
City of Chino	28,294	20,630	7,664	-	-	-	28,294	20,630	7,664
City of Palmdale	166,031	133,659	32,372	35,551	25,597	9,954	130,480	108,062	22,418
Glendale USD	27,075	18,271	8,804	-	-	-	27,075	18,271	8,804
Inglewood Unified School District	269,600	201,104	68,496	-	-	-	269,600	201,104	68,496
Mt. San Antonio Collge	103,500	94,852	8,648	3,404	2,383	1,021	100,096	92,469	7,627
Port of Oakland	60,443	34,713	25,730	-	-	-	60,443	34,713	25,730
Simi Valley Unified School Distr	1,021,801	775,767	246,034	605,570	472,351	133,220	416,231	303,416	112,814
Twins River Unified School Distr	140,340	93,798	46,542	-	-	-	140,340	93,798	46,542
Small Jobs < $25,000	152,305	127,062	25,243	-	-	-	152,305	127,062	25,243
	$3,115,622	$ 2,109,535	$ 1,006,087	$ 646,190	$ 501,612	$ 144,578	$2,469,432	$1,607,923	$ 861,509

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule III
Contracts in Progress
For the Year Ended December 31, 2019

	Total Contract					From Inception to December 31, 2019						For the Year Ended December 31, 2019		
Project	Contract Amount & CO's	Estimated Total Costs	Estimated Gross Profit	Estimated Costs to Complete	Percent Complete	Revenues Earned	Costs	Gross Profit	Billings	(Over Billed)	Under Billed	Revenues Earned	Costs	Gross Profit
Cal Poly Pomon	$ 132,500	$ 86,125	$ 46,375	$ 70,408	18.25%	$ 24,180	$ 15,717	$ 8,463	$ 24,240	$ (60)	$ -	$ 24,180	$ 15,717	$ 8,463
Campbell Union	329,045	246,710	82,335	13,034	94.72%	311,662	233,676	77,985	324,669	(13,008)	-	304,442	228,263	76,179
Hemet USD	143,670	93,500	50,170	90,623	3.08%	4,421	2,877	1,544	-	-	4,421	4,421	2,877	1,544
Lake Taho	255,587	229,397	26,190	5,665	97.53%	249,276	223,732	25,544	227,898	-	21,378	137,905	142,431	(4,526)
Palos Verdes	109,674	71,300	38,374	24,523	65.61%	71,953	46,777	25,176	69,536	-	2,417	71,953	46,777	25,176
South Pasadena	14,560	9,465	5,095	7,058	25.43%	3,702	2,407	1,295	-	-	3,702	3,702	2,407	1,295
												-		
	$ 985,037	$ 736,497	$ 248,540	$ 211,311		$ 665,193	$ 525,186	$ 140,007	$ 646,343	$ (13,068)	$ 31,918	$ 546,602	$ 438,472	$ 108,130

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule IV
Schedule of Costs of Revenues Earned
For the Year Ended December 31, 2019

	Amount	% of Contract Costs
Bond fees	$ 17,580	0.6%
Consultants	25,336	0.8%
Direct labor	613,816	20.4%
Equipment rental	27,858	0.9%
Fuel & auto	62,851	2.1%
Licenses & permits	184	0.0%
Materials	837,968	27.8%
Outside labor	20,021	0.7%
Subcontractors	50,934	1.7%
Travel, lodging & subsistence	123,146	4.1%
Union dues	266,701	8.8%
	$ 2,046,395	67.9%

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule V
Schedule of General and Administrative Expenses
For the Year Ended December 31, 2019

	Amount	% of Contract Costs
Indirect Costs:		
Auto	$ 46,576	1.5%
General liability insurance	37,314	1.2%
Licenses & permits	3,526	0.1%
Workers comp insurance	21,570	0.7%
	$ 108,985	3.6%
General & Administrative Expenses:		
Advertising	$ 677	0.0%
Bad debt	1,602	0.1%
Bank charges	592	0.0%
Bonus for Employees	23,878	0.8%
Depreciation	36,886	1.2%
Dues and Subscriptions	7,998	0.3%
Insurance-health	23,340	0.8%
Meals & entertainment	8,474	0.3%
Office expense	47,401	1.6%
Payroll Taxes	111,347	3.7%
Penalties	3,815	0.1%
Postage & freight	6,142	0.2%
Professional fees	18,809	0.6%
Property taxes	11,672	0.4%
Rent	76,646	2.5%
Repairs and maintenance	5,039	0.2%
Salaries & wages-office	327,202	10.8%
Salaries-officer	47,988	1.6%
Telephone	33,833	1.1%
Utilities	14,562	0.5%
	$ 807,903	26.8%

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERIVCES, INC.
Schedule VI
Schedule of Contracts Receivable
As of December 31, 2019

PROJECT	0-30 CURRENT	31-60 DAYS	61-90 DAYS	> 90 DAYS	TOTAL
1 Source Distributors	$ 14,290	$ -	$ -	$ -	$ 14,290
32600 Chuck Request Pizaa Joint	-	-	-	195	195
ABC Unified School District	-	-	-	74	74
Barrett Utilities and Construction Co	-	-	-	4,172	4,172
Burbank-Glendale-Pasadena Airport	12,074	-	-	-	12,074
Cal Poly Pomona	23,028	-	-	-	23,028
Campbell Union High School Distric	107,477	-	-	-	107,477
City of Orange	1,690	-	-	-	1,690
City of Thousand Oaks_	-	14,090	-	-	14,090
City of West Hollywood	6,549	-	-	-	6,549
City of Yorba Linda	838	-	-	-	838
Concert Technologies	1,286	-	-	-	1,286
CPT Network Solutions	1,793	-	-	-	1,793
Department of Motor Vehicles	31,843	-	-	25,039	56,881
Eastern Municipal Water District	1,544	-	-	-	1,544
Foothill Transit	467	-	-	-	467
Inglewood Unified School District	-	13,480	-	-	13,480
Lake Tahoe Unified School District	8,911	-	1,698	1,173	11,783
Mt. San Antonio Collge	41,895	-	-	-	41,895
Newark Unified School District	-	-	-	2,400	2,400
Palos Verdes USD	25,589	-	-	-	25,589
Santa Barbara Community College D	2,322	-	-	-	2,322
Tovy Schultz Construction	22,848	-	-	-	22,848
T2 Systems Canada, Inc	5,968	18,426	-	-	24,394
Vons Credit Union- Commerce 329	1,560	-	-	-	1,560
Vons, Safeway Company	1,621	-	-	-	1,621
TOTAL	$ 313,592	$ 45,996	$ 1,698	$ 33,053	$ 394,338

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule VII
Schedule of Accounts Payable
As of December 31, 2019

VENDOR NAME	0-30 CURRENT DUE	30-60	60-90	>90	TOTAL
Accu-Tech	$ 572	$ 1,556	$ -	$ 186	$ 2,313
Alliant Insurance Services, Inc.	2,247	-	-	568	2,815
Arrow Wire & Cable, Inc.	14,357	-	-	-	14,357
Capitol Barricade, Inc.	-	-	-	11,509	11,509
Citi Expedia.com Card (4690)	2,546	-	-	-	2,546
Citi Expedia.com Card (5498)	7,447	-	-	-	7,447
Florez Brothers Inc.	-	-	-	11,000	11,000
Graybar Electric CO.,Inc	10,750	-	2,978	638	14,366
H & E Equipment Services	2,000	210	-	-	2,211
John B. Rudy Company, Inc	-	-	-	2,397	2,397
Lanak & Hanna, P.C	98	-	1,088	422	1,607
Lorena Cervantes	-	-	-	19,658	19,658
Main Electric Supply Co.	2,090	431	-	-	2,521
SBC Tax Collector	-	-	5,836	-	5,836
Tech Data Corp	-	-	-	7,808	7,808
Tele-Line Communications	-	-	-	1,500	1,500
Teleteks, Inc.	5,772	-	-	-	5,772
The Contractors Plan	4,069	-	-	-	4,069
Turtle & Hughes Inc.	-	-	7,258	-	7,258
Vendors < $500	174	-	-	-	174
GRAND TOTAL	$ 52,120	$ 2,197	$ 17,159	$ 55,685	$ 127,162

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
(A California "S" Corporation)

Financial Statements

For the Year Ended December 31, 2020

GA TECHNICAL SERVICES, INC.
Financial Statements
Year Ended December 31, 2020

TABLE OF CONTENTS

	Page
Accountant's Review Report	1
Financial Statements	
Balance Sheet	2
Statement of Income and Retained Earnings	4
Statement of Cash Flows	5
Notes to Financial Statements	7
Supplementary Information	
Revenues Earned and Costs of Revenues Earned	13
Completed Contracts	14
Contracts in Progress	15
Costs of Revenues Earned	16
General and Administrative Expenses	17
Schedule of Contracts Receivable	18
Schedule of Accounts Payable	19

GRECIAN D. WILLIAMS
Certified Public Accountant

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Independent Accountant's Review Report

To the Stockholders and Management
GA Technical Services, Inc.
Ontario, California

I have reviewed the accompanying financial statements of GA Technical Services, Inc.(a California "S" Corporation), which comprise the balance sheet as of December 31, 2020, and the related statements of income and retained earnings and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, I do not express such an opinion.

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

Accountant's Responsibility
My responsibility is to conduct the review engagement in accordance with *Statements on Standards for Accounting and Review Services* promulgated by the *Accounting and Review Services Committee of the AICPA.* Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for my conclusion.

Accountant's Conclusion
Based on my review, I am not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Supplementary Information
My review of the basic financial statements was made primarily for the purpose of expressing a conclusion that there are no material modifications that should be made to the financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America. The supplementary information included in the accompanying the financial statements contained on pages 13 through 19 are presented only for the purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the same inquiry and analytical procedures applied in the review of the basic financial statements. Based on my review, I am not aware of any material modifications that should be made to the supplementary information.

April 27, 2021

Grecian D. Williams, CPA
Riverside, California

GA TECHNICAL SERVICES, INC.
Balance sheet
December 31, 2020

ASSETS

Current Assets	
Cash	$ 224,677
Contracts receivable	267,749
Retentions receivable	36,426
Employee advances	5,593
Costs and estimated earnings in excess of billings on uncompleted contracts	96,959
Total Current Assets	631,404
Property and Equipment	
Leasehold improvements	235,172
Software	7,970
Computer equipment	4,898
Office furniture & equipment	33,673
Machinery & equipment	156,944
Vehicles	247,893
	686,550
Less accumulated depreciation	(177,426)
Net Property and Equipment	509,124
Other Assets	
Investment	35,109
Total Other Assets	35,109
Total Assets	$ 1,175,636

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Balance sheet
December 31, 2020

LIABILITIES AND STOCKHOLDER'S EQUITY

Current Liabilities	
Accounts payable	$ 211,756
Credit cards payable	78,425
Union dues payable	9,048
Loan payable-other	5,007
Current portion of long term debt	16,742
Total Current Liabilities	320,978
Long-Term Liabilities	
Notes payable, net of current portion	17,200
Total Liabilities	338,178
Stockholder's Equity	
Common stock, no par value, 1,000 shares authorized; 1,000 shares issued and outstanding	100
Retained earnings	837,359
Total Stockholder's Equity	837,459
Total Liabilities and Stockholder's Equity	$ 1,175,636

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Statement of Income and Retained Earnings
For the Year Ended December 31, 2020

	Total	% of Contract Revenue
Contract Operations		
Contract revenues earned	$ 1,758,545	100.0%
Cost of revenues earned	(1,050,648)	-59.7%
Gross Profit	707,897	40.3%
General and Administrative Expenses		
Indirect costs	82,012	4.7%
General and administrative expenses	540,989	30.8%
Total General and Administrative Expenses	623,001	35.4%
Income From Operations	84,896	4.8%
Other Income (Expense)		
Paycheck Protection Program (PPP Cares Act)	209,275	11.9%
Economic Injury Disaster Loan	10,000	0.6%
Other income	48,948	2.8%
Interest expense	(4,356)	-0.2%
Total Other Income (Expense)	263,867	15.0%
Income Before Provision for Taxes	348,763	19.8%
Provision for Taxes	(1,833)	-0.1%
Net Income	346,930	19.8%
Retained Earnings		
Beginning of year, January 1, 2020	510,967	
Distributions to Shareholders	(20,538)	
Retained Earnings		
End of year, December 31, 2020	$ 837,359	

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Statement of Cash Flows
For the Year Ended December 31, 2020

Reconciliation of Net Income to Net Cash		
Provided by Operating Activities:		
Net income	$	346,930
Adjustments to Reconcile Net Income to Net Cash Provided by Operating Activities:		
Depreciation		22,633
(Increase) decrease in:		
Contracts and retentions receivables		136,572
Employee advances		(1,451)
Prepaid expenses		1,996
Cost in excess of billings on uncompleted contracts		(65,040)
(Decrease) increase in:		
Accounts payable and accrued liabilities		84,432
Credit cards payable		(10,580)
Union dues payable		(38,961)
Billings in excess of costs on uncompleted contracts		(13,068)
Other loans payable		(28,990)
Net cash provided by operating activities	$	434,473

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Statement of Cash Flows
For the Year Ended December 31, 2020

Cash Flows From Operating Activities:	
Cash received from customers	$ 1,818,050
Cash paid to subcontractors, suppliers and employees	(1,383,578)
Net cash provided by operating activities	434,472
Cash Flows From Investing Activities:	
Disposal of vehicles	12,102
Purchases of equipment and vehicles	(42,094)
Net cash used by investing activities	(29,992)
Cash Flows From Financing Activities:	
Borrowings and principle payments on notes payable, net	(160,956)
Distributions to shareholders	(20,538)
Net cash used by financing activities	(181,494)
Net increase in cash	222,986
Cash at beginning of year, January 1, 2020	1,691
Cash at end of year, December 31, 2020	$ 224,677

See accountant's review report and accompanying notes to financial statements.

Note 1 - Description of business

GA Technical Services, Inc. (the Company) is a provider of general contracting, telecommunications and electrical services which includes nationwide installation and service programs to organizations, contractors and public/governmental entities. The Company also sells, integrates and upgrades products for a wide variety of systems. The Company is closely held by Frank Cervantes, its president, chief executive officer and 95% shareholder. The Company was incorporated in 2002, elected as a California "S" Corporation in 2002 and primarily engages its activities in Southern California. A description of the significant accounting policies used by the Company follows:

Note 2 - Summary of Significant Accounting Policies

A. Revenue and cost recognition

The Company performs its work under fixed-price and modified fixed-price contracts, which may be modified by incentive and penalty provisions. The lengths of the Company's contracts vary but are typically less than one year. In accordance with normal practice in the construction industry, the Company includes asset and liability accounts relating to construction contracts, including related deferred income taxes, in current assets and liabilities, even when such amounts are realizable or payable over a period in excess of one year.

Revenues from construction contracts are recognized and the accompanying financial statements are prepared using the percentage-of-completion method, measured on the basis of costs incurred to date to estimated total costs for each contract. Revenues from construction claims are recognized when realization is probable and can be reliably estimated. This cost-to-cost method is used because management considers it to be the best available measure of progress on these contracts.

Contract costs include all direct labor, material, subcontract and equipment costs and those indirect costs related to contract performance, such as indirect labor, insurance, bond costs, supplies, tools, repairs and depreciation costs. General and administrative costs are charged to expenses as incurred. Provisions for estimated losses on contracts in progress are made in the period in which such losses are determined. Changes in job performance, job conditions, and estimated profitability, including those arising from contract penalty provisions and final contract settlements may result in revisions to costs and revenues and are recognized in the period in which the revisions are determined.

The asset, "Costs and estimated earnings in excess of billings on uncompleted contracts," represents revenues recognized in excess of amounts billed. The liability, "Billings in excess of costs and estimated earnings on uncompleted contracts," represents billings in excess of revenues recognized.

B. Contracts receivable

The Company grants credit to customers in the normal course of operations. Contract receivables are based on management's evaluation of outstanding receivables at year end. Allowance for doubtful accounts, if any, is provided based on the review of outstanding receivables, historical experience and economic conditions. Uncollectible accounts are expensed in the period such amounts are determined.

Contract retentions are included in accounts receivable. A portion of contract revenues, generally 5%-10%, is customarily held back from payment until the company fulfills all contract obligations. Retained amounts due to the Company at December 31, 2020 totaled $36,426.

Note 2 - Summary of Significant Accounting Policies (continued)

C. Property and equipment

Property and equipment are stated at cost. Depreciation is provided using the straight-line method of depreciation over the estimated useful lives of the assets, ranging from five to seven years for equipment and thirty-nine years for property. Additions are capitalized while expenditures for maintenance and repairs are expensed as incurred.

For federal income tax purposes, depreciation is computed using a combination of the MACRS method and the Section 179 bonus allowance. The Section 179 bonus allowance provides for first year expensing of qualified assets up to $1,000,000 for 2020.

D. Income Taxes

The Company has elected to be taxed under the provisions of Subchapter S of the Internal Revenue Code and the California Revenue and Taxation Code. Under these provisions, the Company does not pay federal corporate income taxes on its taxable income and is not allowed a net operating loss carryover or carryback as a deduction. Instead, the stockholders are liable for individual federal income taxes on their respective shares of the Company's net operating income (loss) in their individual income tax returns.

Accordingly, no provision had been made for Federal income taxes. The State of California assesses a reduced franchise tax of 1.5% for corporations electing Subchapter S status.

E. Use of estimates

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

F. Fair value of financial instruments

The Company's financial instruments include cash, contract receivables, other assets and accounts payable. The Company's value of these financial instruments approximate fair value due to their short-term nature.

G. Credit risk

Financial instruments that potentially subject the Company to credit risk include cash and contract receivables. The Company maintains its demand deposits in commercial banks with Federal Deposit Insurance Corporation limits. The Company may apply a mechanic's lien against any unpaid contract receivables in accordance with state law.

H. Cash and cash equivalents

Cash includes cash on hand and cash in checking and savings accounts. For purposes of the statement of cash flows, the Company considers all highly liquid investments purchased with a maturity date of three months or less to be cash equivalents.

I. Officers Compensation

It is the Company's policy to expense officer's compensation to jobs whenever applicable. Officer's compensation paid for the year ended December 31, 2020 was $80,534.

Note 2 - Summary of Significant Accounting Policies

I. Compensated Absences

Compensated absences accruals are not provided as the amounts are considered immaterial.

K. Advertising

The Company expenses advertising costs as they are incurred. There were no advertising costs for the year ended December 31, 2020.

L. Uncertain Tax Positions

Management has determined that the Company does not have any uncertain tax positions and associated unrecognized benefits that materially impact the financial statements or related disclosures. Since tax matters are subject to some degree of uncertainty, there can be no assurance that the company's tax returns will not be subject to additional tax, penalties and interest as a result of such challenges. Generally, the Company's tax returns remain open for three years for federal income tax examination and for four years for California state tax examination.

M. Date of Management's Review

Events occurring after December 31, 2020 have been evaluated through April 27, 2021 which is the date the financial statements were available to be issued.

Note 3 - Contract Receivables

Contract receivables consisted of the following at December 31, 2020:

Completed contracts	$ 42,500
Contracts in progress	225,249
	$ 267,749

Note 4 - Costs and Estimated Earnings on Uncompleted Contracts

Estimated earnings	$ 260,159
Less billings to date	(163,200)
	$ 96,959

The foregoing balance is included in the accompanying balance sheet under the following caption:

Costs and estimated earnings in excess of billings on uncompleted contracts	$ 96,959

The above balance is included on the schedule of contracts in progress as "under billings".

Note 5 - Accounts Payable-Trade

Accounts payable-trade balance at December 31, 2020 consists of amounts owed to material suppliers, subcontractors and other direct vendors in the amount of $211,756. Most outstanding accounts payable balances were paid in full as of the financial statement issuance date.

Note 6 - Notes Payable

Note payable with Waikoloa Bank, secured by investment, due in monthly principal installments of $344 including interest at 9.9% per annum, maturing in September, 2022.	$ 5,921
Working Capital Loan with East West bank, unsecured, due in monthly principal installments of $1,726 including interest at 2.5% plus prime, maturing December 2025. The prime rate at December 31, 2020 was 3.25%.	28,021
	33,942
Less current portion	(16,742)
Non-current portion	$ 17,200

Principal payments on long-term debt mature as follows during the years ended December 31:

2021	$ 16,742
2022	17,200
	$ 33,942

Note 7 - Contingencies & Risks

The Company has the usual obligations of a contractor for performance in connection with contracts for work performed and to be performed. Management does not anticipate any significant losses in connection with these obligations.

Note 8 - Operating Lease, Related Party

The Company leases real property from one of its stockholders under a month-to-month arrangement. Total rental expense incurred for the year ended December 31, 2020 was $43,062.

Note 9 - Backlog

The following schedule summarizes changes in backlog on contracts during the year ended December 31, 2020. Backlog represents the amount of revenue the Company expects to realize from work to be performed on uncompleted contracts in progress at year end and from contractual agreements on which work has not yet begun:

Backlog balance at December 31, 2019	$ 319,844
New contracts during the period	1,951,241
Less contract revenue earned during the period	(1,758,545)
Backlog balance at December 31, 2020	$ 512,540

Note 10 - Revenue From Major Customers

For the year ended December 31, 2020, the Company had four major customers, revenue from which individually comprised 42% of the Company's revenue. Revenue from these customers were: Mt. San Antonio College $123,108; Department of Motor Vehicles $383,380; Hemet USD $128,312 and Cal Poly Pomona $103,571.

Note 11 - Job Order Contracting

At December 31, 2020 the Company has been awarded several Job Order Contracts (JOCs) with the following agencies, which guarantees a minimal amount of contract work. A JOC is a long term, indefinite delivery-indefinite quantity contract for construction services delivered on an on-call basis through firm fixed price delivery orders based upon pre-established unit prices. Under the JOCs, the Company obtains specific work orders and provides construction services from concept to close out:

Customer	Term	Contract Amount	2020 Revenues
City of West Hollywood - Data Services	06/12/17 - 03/31/20	$75,000	$ -0-
City of West Hollywood-Electrical	11/06/17 - 06/30/21	882,174	82,995
San Bernardino County - On Call	4/1/21 - 3/31/24	360,000	4,418
Department of Motor Vehicles	5/1/18 - 4/30/23	2,997,843	383,380
Franchise Tax Board: Cabling Services	10/21/19-10/21/21	249,999	97,216
		$4,565,015	$568,010

Note 12 - Legal

The Company is party to various legal actions that arise in the normal course of business which are not expected to have a material effect on operations.

Note 13 - Subsequent Events

Prior to the issuance of the financial statements, the Company had been awarded the following contracts:

Project Name	Contract Amount
City of Pico Rivera	$ 412,800
CKE Restaurants, Inc.	50,021
County of San Bernardino - Electrical Services	360,000
DMV HQ #20-179	249,631
DMV HQ #20-450	469,204
Fairfield-Suisun USD-Copper & Fiber Cabling	81,000
Sandoval Services	42,238
Travis Air Force Bas - 381 Electrical	24,851
Total Approved Contracts	$ 1,689,745

GA Technical Services, Inc.

(A California "S" Corporation)

SUPPLEMENTARY FINANCIAL INFORMATION

Year Ended December 31, 2020

GA TECNHICAL SERVICES, INC.
Schedule I
Revenues Earned and Cost of Revenues Earned
For the Year Ended December 31, 2020

	Revenues Earned	Cost of Revenues	Gross Profit (Loss)
Contracts completed during the year	$ 1,522,566	$ 852,686	$ 669,880
Contracts in progress at period-end	235,979	197,962	38,017
	$ 1,758,545	$ 1,050,648	$ 707,897

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule II
Completed Contracts
Year Ended December 31, 2020

Project Name	Contract Totals From Inception to December 31, 2020			Before January 1, 2020			During the Year Ended December 31, 2020		
	Revenues Earned	Cost of Revenues	Gross Profit (Loss)	Revenues Earned	Cost of Revenues	Gross Profit (Loss)	Revenues Earned	Cost of Revenues	Gross Profit (Loss)
Antelope Valley Joint Union HS	$ 100,024	$ 57,466	$ 42,558	$ -		$ -	$ 100,024	$ 57,466	$ 42,558
California State University San Fr	17,867	10,990	6,877	-		-	17,867	10,990	6,877
Campbell Union High School Dist	23,280	8,764	14,516	-		-	23,280	8,764	14,516
City of West Hollywood	51,011	23,338	27,672	-		-	51,011	23,338	27,672
Department of Motor Vehicles	383,380	164,619	218,761	-		-	383,380	164,619	218,761
Dine Brands Global, Inc.	8,081	3,507	4,574	-		-	8,081	3,507	4,574
Eastern Municipal Water District	63,120	32,675	30,444	-		-	63,120	32,675	30,444
Electrical Upgrades at Alessandro	132,733	88,583	44,149	4,421	2,877	1,544	128,312	85,706	42,606
Federal Emergency Mgmt Agency	8,496	5,316	3,180	-		-	8,496	5,316	3,180
Fiber Optic Network	324,669	257,343	67,326	311,662	233,676	77,985	13,008	23,667	(10,659)
Franchise Tax Board	97,216	42,524	54,692	-		-	97,216	42,524	54,692
Lake Tahoe Unified School Dist	254,211	230,197	24,014	249,276	223,732	25,544	4,936	6,465	(1,530)
Mt. Sac Substation_Transformer	123,108	80,205	42,903	-		-	123,108	80,205	42,903
Palos Verde USD	104,191	59,081	45,110	71,953	46,777	25,176	32,238	12,304	19,934
Phone Cabling Upgrades at JWPCP	39,063	14,086	24,977	-		-	39,063	14,086	24,977
Rm. 223 Electrical	14,560	5,579	8,981	3,702	2,407	1,295	10,858	3,172	7,686
Structured Cabling for New Lease	73,505	39,650	33,855	-		-	73,505	39,650	33,855
T2 Systems Canada, Inc	120,660	49,432	71,228	-		-	120,660	49,432	71,228
Ventura Electrical Project	62,299	25,492	36,806	-		-	62,299	25,492	36,806
West Hollywood UPS	82,995	69,888	13,108	-		-	82,995	69,888	13,108
Small Jobs < $8,000	79,110	93,418	(14,308)	-	-	-	79,110	93,418	(14,308)
	$ 2,163,579	$ 1,362,155	$ 801,424	$ 641,013	$ 509,469	$ 131,544	$ 1,522,566	$ 852,686	$ 669,880

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule III
Contracts in Progress
For the Year Ended December 31, 2020

	Total Contract					From Inception to December 31, 2020						For the Year Ended December 31, 2020		
Project	Contract Amount & CO's	Estimated Total Costs	Estimated Gross Profit	Estimated Costs to Complete	Percent Complete	Revenues Earned	Costs	Gross Profit	Billings	(Over Billed)	Under Billed	Revenues Earned	Costs	Gross Profit
50592 Cal Poly I	$ 138,868	$ 135,663	$ 3,205	$ 10,919	91.95%	$ 127,691	$ 124,744	$ 2,947	$ 120,700	$ -	$ 6,991	$ 103,511	$ 109,027	$ (5,516)
50673 Electrical	465,850	363,363	102,487	323,015	11.10%	51,728	40,348	11,380	-	-	51,728	51,728	40,348	11,380
50675 Electrical	87,512	41,876	45,636	39,762	5.05%	4,418	2,114	2,304	-	-	4,418	4,418	2,114	2,304
City of Santa Cru	80,469	48,998	31,471	2,525	94.85%	76,322	46,473	29,849	42,500	-	33,822	76,322	46,473	29,849
												-		
	$ 772,699	$ 589,900	$ 182,799	$ 376,221		$ 260,159	$ 213,679	$ 46,480	$ 163,200	$ -	$ 96,959	$ 235,979	$ 197,962	$ 38,017

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule IV
Schedule of Costs of Revenues Earned
For the Year Ended December 31, 2020

	Amount	% of Contract Costs
Bond fees	$ 29,330	1.7%
Consultants	11,882	0.7%
Direct labor	319,672	18.2%
Equipment rental	12,212	0.7%
Fuel & auto	3,286	0.2%
Materials	416,532	23.7%
Outside labor	15,206	0.9%
Subcontractors	87,571	5.0%
Travel, lodging & subsistence	55,288	3.1%
Union dues	99,670	5.7%
	$ 1,050,648	59.7%

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule V
Schedule of General and Administrative Expenses
For the Year Ended December 31, 2020

	Amount	% of Contract Costs
Indirect Costs:		
Auto	$ 35,426	2.0%
General liability insurance	22,812	1.3%
Licenses & permits	3,076	0.2%
Workers comp insurance	20,698	1.2%
	$ 82,012	4.7%
General & Administrative Expenses:		
Bank charges	$ 676	0.0%
Depreciation	22,633	1.3%
Dues and Subscriptions	6,615	0.4%
Employee training	1,896	0.1%
Insurance-health	22,634	1.3%
Meals & entertainment	2,671	0.2%
Office expense	22,476	1.3%
Payroll Taxes	50,297	2.9%
Penalties	25,405	1.4%
Postage & freight	2,173	0.1%
Professional fees	30,614	1.7%
Property taxes	11,401	0.6%
Rent	43,062	2.4%
Repairs and maintenance	3,815	0.2%
Salaries & wages-office	169,888	9.7%
Salaries-officer	80,534	4.6%
Security	1,159	0.1%
Telephone	31,466	1.8%
Utilities	11,574	0.7%
	$ 540,989	30.8%

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERIVCES, INC.
Schedule VI
Schedule of Contracts Receivable
As of December 31, 2020

PROJECT	0-30 CURRENT	31-60 DAYS	61-90 DAYS	> 90 DAYS	TOTAL
1 Source Distributors	$ -	$ -	$ -	$ 12,105	$ 12,105
32600 Chuck Request Pizaa Joint	-	-	-	195	195
ABC Unified School District	-	-	-	74	74
Antelope Valley Joint Union HS	10,979	-	-	-	10,979
Barrett Utilities and Construction	-	-	-	4,172	4,172
Black Market Escape Room	3,200	-	-	-	3,200
City of Orange	2,371	-	-	-	2,371
City of Santa Cruz	42,500	-	-	-	42,500
City of West Hollywood	16,890	-	-	-	16,890
Department of Forestry & Fire	16,418	-	-	-	16,418
Department of Motor Vehicles	116,123	-	-	-	116,123
Franchise Tax Board	29,048	-	-	-	29,048
John Sandoval Telecom Services	3,375	-	-	-	3,375
Lake Tahoe Unified School District	-	-	-	1,196	1,196
Mt. San Antonio Collge	-	-	-	6,250	6,250
Newark Unified School District	-	-	-	2,400	2,400
Teleteks, Inc	453	-	-	-	453
TOTAL	$ 241,357	$ -	$ -	$ 26,391	$ 267,749

See accountant's review report and accompanying notes to financial statements.

GA TECHNICAL SERVICES, INC.
Schedule VII
Schedule of Accounts Payable
As of December 31, 2020

VENDOR NAME	0-30 CURRENT DUE	30-60	60-90	>90	TOTAL
A+ Air Corporation	$ 3,000	$ 14,290	$ -	$ 90	$ 17,380
Alliant Insurance Services, Inc.	10,102	-	-	568	10,670
Andrew C Harris, P.C	1,820	-	210	960	2,990
Arrow Wire & Cable, Inc.	2,163	-	-	-	2,163
Associated Builders and Contractors, I	-	5,121	-	-	5,121
Badger Daylighting Corp	10,059	-	-	-	10,059
Citi Expedia.com Card (4518)	7,237	2,041	-	3,461	12,739
Citi Expedia.com Card (4690)	3,384	-	-	-	3,384
DIR - DLSE #2	16,700	-	-	-	16,700
Emerson Network Power	5,260	-	-	-	5,260
Graybar Electric CO.,Inc	13,271	-	30	711	14,011
Grecian D. Williams, CPA	2,450	-	750	475	3,675
Health Net	1,140	-	-	-	1,140
Hoskins Equipment	1,658	-	-	-	1,658
John B. Rudy Company, Inc	-	-	-	2,397	2,397
Lanak & Hanna, P.C	-	-	-	1,607	1,607
Lorena Cervantes 1	-	-	-	16,343	16,343
Main Electric Supply Co.	559	-	-	543	1,102
Oasis Integration	-	-	-	15,146	15,146
Pape' Rents	-	-	-	1,020	1,020
Pedro Juan Pedro Jose Christobal	-	-	-	1,902	1,902
Power Comm Enterprises	-	1,896	-	-	1,896
Santana Paving and Grading Inc.	8,500	-	-	-	8,500
SBC Tax Collector	5,856	-	-	-	5,856
Sentry Insurance	5,023	-	-	-	5,023
Tech Data Corp	-	-	-	2,607	2,607
Tele-Line Communications	-	-	-	1,500	1,500
Traffic Control Pros	4,450	-	-	-	4,450
Turtle & Hughes INC	85	-	-	3,087	3,172
United Site Service	-	-	-	1,020	1,020
Verizon Wireless - Cell Phones	2,093	1,202	-	138	3,433
Walters Wholesale Electric Co.	25,559	-	-	-	25,559
Vendors < $1,000	4,905	493	-	(3,125)	2,274
GRAND TOTAL	$ 135,274	$ 25,043	$ 990	$ 50,449	$ 211,756

See accountant's review report and accompanying notes to financial statements.

BID FORM 1 – Addendum #1

Request For Bid: 2122-008 E-RATE STRUCTURED CABLING PROJECT

TO: BURBANK UNIFIED SCHOOL DISTRICT
1900 W. Olive Avenue
Burbank, CA 91506

Attention: Claudia Simancas, Senior Buyer

Having examined the bid documents for the 2122-008 E-RATE STRUCTURED CABLING PROJECT for the BURBANK UNIFIED SCHOOL DISTRICT and having inspected the sites of/and the conditions affecting and governing the services of said services, the undersigned Bidder hereby proposes:

Submitted by: Frank Cervantes

Vendor: GA Technical Services, Inc.

Vendor SPIN 498 ID: 143034351

Contact Name: Frank Cervantes

Contact Email: Frank.Cervantes@GaTechServices.com

Contact Phone: 909-981-8600 Ext.224

Approx. Quantity	Description	Price	Extended Price (Quantity x Price)	E-rate Eligibility %
1	**Price per Cat 6A cable run, plenum rated, inclusive of all materials and labor (i.e., faceplates, hooks, patch panels, patch cables, raceway, etc.) for a turn-key system and ready to accept equipment to be plugged in.**	40,000.00	40,000.00	100%
1	**Fiber Connection for IDF 7a**	10,500.00	10,500.00	100%
	Total E-rate Eligible Costs:	50,500.00	50,500.00	100%
	Total E-rate Ineligible Costs:			
	Total Project Costs:	50,500.00	50,500.00	

This project is contingent on E-rate funding approval
The order may be canceled or reduced if E-rate and/or local budget approval is not secured

ACKNOWLEDGMENT OF ADDENDA

In submitting this Bid, the undersigned Bidder acknowledges receipt of all Addenda issued by or on behalf of the District, as set forth below. The Bidder confirms that this Bid incorporates and is inclusive of, all items or other matters contained in Addenda. ***Initial only one* of the following:**

F.C. **Addenda Numbers** 1; 2; ____; ____; ____;.

OR

____ **No Addenda Issued**

(initial if applicable)

Additional Information:

Notices. All notices or other correspondence shall be addressed to the District and the Bidder at their respective addresses set forth herein. Notices shall be effective only if in writing and in conformity with the requirements for service of notices set forth in the Contract Documents.

Confirmation of Figures. By submitting this Bid, the Bidder confirms that it has checked all of the above figures and understands that neither the District nor any of its agents, employees or representatives shall be responsible for any errors or omissions on the part of the undersigned Bidder in preparing and submitting this Bid.

Acknowledgment and Confirmation. The undersigned Bidder acknowledges its receipt, review and understanding of the Specifications and other Contract Documents pertaining to the proposed Work. The undersigned Bidder certifies that the Contract Documents are, in its opinion, adequate, feasible and complete for providing and performing the Work in a sound and suitable manner for the use specified and intended by the Contract Documents. The undersigned Bidder certifies that it has, or has available, all necessary equipment, personnel, materials, facilities and technical and financial ability to complete the Work for the amount bid herein within the Contract Time and in accordance with the Contract Documents. The undersigned Bidder certifies that its bid amount includes funds sufficient to allow the Bidder to comply with all applicable local, state and federal laws and regulations governing the labor and services to be provided for the performance of the Work of the Contract and shall indemnify, defend and hold District harmless from and against any and all claims, demands, losses, liabilities and damages arising out of or relating to Bidder's failure to comply with applicable law in this regard.

Frank Cervantes	Lorena Cervantes
Print Name(s) of Bidder(s) & License Number	
By: _____	By: _____
Authorized Officer or Agent	Authorized Officer or Agent
President	Vice President
Title	Title

ACKNOWLEDGMENT OF ADDENDA

(Corporate Seal)

NOTE: *If Bidder is a corporation, the legal name of the corporation shall be set forth above together with the signature of authorized officers or agents and the document shall bear the corporate seal; if Bidder is a partnership, the true name of the firm shall be set forth above, together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership; and if Bidder is an individual, his signature shall be placed above, pursuant to the Instruction for Bidders Section 1.03.* **All signatures must be made in permanent, original blue ink.**

NON-COLLUSION DECLARATION
TO BE EXECUTED BY BIDDER AND SUBMITTED WITH BID

Owner: Burbank Unified School District

Contract for: Bid 2122-008 E-Rate Structured Cabling Project Project

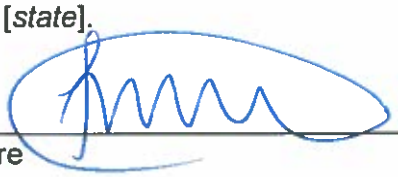
The undersigned declares:

I am the President of GA Technical Services, Inc., the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on March 3, 2022, at Montclair [*city*], CA [*state*].



Signature

Frank Cervantes

Print Name

WORKERS' COMPENSATION CERTIFICATE

Labor Code Section 3700, in relevant part, provides:

> "Every employer except the state shall secure the payment of compensation in one or more of the following ways:
>
> (a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this state.
>
> (b) By securing from the Director of Industrial Relations a certificate of consent to self-insure either as an individual employer or as one employer in a group of employers. Said certificate may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees, ... "

I am aware of the provisions of the Labor Code Section 3700 which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract. I shall supply the Owner with certificates of insurance evidencing that Workers' Compensation Insurance is in effect and providing that the Owner will receive thirty (30) days' notice of cancellation.

GA Technical Services, Inc.
Name of Contractor

Signature

Frank Cervantes
Print Name

March 3, 2022
Date

(In accordance with Article 5 (commencing at Section 1860], Chapter 1, Part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any work under the contract.)

ACKNOWLEDGMENT OF BIDDING PRACTICES REGARDING INDEMNITY

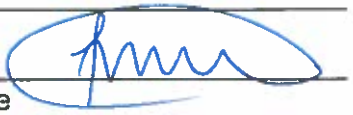
TO: Burbank Unified School District
RE: Bid **2122-008 E-RATE STRUCTURED CABLING PROJECT**

Please be advised that with respect to the above-referenced PROJECT the undersigned Bidder on behalf of itself and all subcontractors hereby waives the benefits and protection of Labor Code Section 3864, which provides:

> "If an action as provided in this chapter is prosecuted by the employee, the employer, or both jointly against the third person results in judgment against such third person, the employer shall have no liability to reimburse or hold such third person harmless on such judgment or settlement in the absence of a written agreement to do so executed before the injury."

This agreement has been signed by an authorized representative of the contracting party and shall be binding upon its successors and assignees. The undersigned further agrees to promptly notify the DISTRICT of any changes of ownership of the contracting party or any subcontractor while this agreement is in force.

GA Technical Services, Inc.
Contracting Party



Frank Cervantes
Name of Agent/Title

DRUG-FREE WORKPLACE CERTIFICATION

This Drug-Free Workplace Certification is required pursuant to Government Code Sections 8350 *et seq.*, the Drug-Free Workplace Act of 1990. The Drug-Free Workplace Act of 1990 requires that every person or organization awarded a contract or grant for the procurement of any property or services from any State agency must certify that it will provide a drug-free workplace by doing certain specified acts. In addition, the Act provides that each contract awarded by a State agency may be subject to suspension of payments or termination of the contract, or both, and the contractor may be subject to debarment from future contracting if the state agency determines that specified acts have occurred.

Pursuant to Government Code Section 8355, every person or organization awarded a contract or grant from a State agency shall certify that it will provide a drug-free workplace by doing all of the following:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the person's or organization's workplace and specifying actions which will be taken against employees for violations of the prohibition;

(b) Establishing a drug-free awareness program to inform employees about all of the following:
(1) The dangers of drug abuse in the workplace;
(2) The person's or organization's policy of maintaining a drug-free workplace;
(3) The availability of drug counseling, rehabilitation and employee-assistance programs;
(4) The penalties that may be imposed upon employees for drug abuse Violations;

(c) Requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required by subdivision (a) and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

I, the undersigned, agree to fulfill the terms and requirements of Government Code Section 8355 listed above and will publish a statement notifying employees concerning (a) the prohibition of controlled substance at the workplace, (b) establishing a drug-free awareness program, and (c) requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required by Section 8355(a) and requiring that the employee agree to abide by the terms of that statement.

I also understand that if the Owner determines that I have either (a) made a false certification herein, or (b) violated this certification by failing to carry out the requirements of Section 8355, that the contract or grant awarded herein is subject to suspension of payments, termination, or both. I further understand that should I violate the terms of the Drug-Free Workplace Act of 1990, I may be subject to debarment in accordance with the requirements of Section 8350 *et seq.*

I acknowledge that I am aware of the provisions of Government Code Section 8350 *et seq.* and hereby certify that I will adhere to the requirements of the Drug-Free Workplace Act of 1990.

GA Technical Services, Inc.
Name of Contractor



Signature

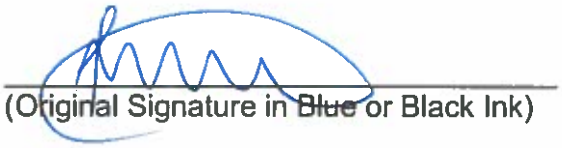
Frank Cervantes
Print Name

March 3, 2022
Date

CERTIFICATION REGARDING ALCOHOL AND TOBACCO FREE CAMPUS

I, Frank Cervantes, an authorized officer of GA Technical Services, Inc.,
(Print or Type Name) (Company Name)

agree to comply with the Alcohol and Tobacco-Free Campus Policy as established by Burbank Unified School District. I certify that no employee of our firm, nor any subcontracting firm, will use alcohol or tobacco products at any time, on or within any District-owned or leased buildings, property, or vehicles. Furthermore, I certify that signs stating "Alcohol and Tobacco Use is Prohibited" will be purchased and prominently displayed at all entrances to school property in accordance with the policy of the Burbank Unified School District.



(Original Signature in ~~Blue~~ or Black Ink)

03 / 03 / 2022
(Today's Date)

Frank Cervantes
(Print or Type Name)

President
(Title)

CERTIFICATION OF EMPLOYEE CRIMINAL BACKGROUND CHECKS

I, Frank Cervantes, certify that one of the following has been performed:
(print or type name)

1. Pursuant to California Education Code Section 45125.1 criminal background checks, through the California Department of Justice, have been performed for all employees that will provide services to the Burbank Unified School District upon award of a contract for BID# 2122-008, and that no employee have been found to be convicted of serious or violent felonies as specified in California Penal Code Sections 667.5(c) and 1192.7(c).

Furthermore, attached to our bid, is a list of the names of employees who may come into contact with pupils.

Or

2. Pursuant to California Education Code 45125.1, the safety of the pupils will be ensured by one of the following methods:

a) The installation of a physical barrier at the worksite that will limit contact with pupils;

b) Continual supervision and monitoring of all employees by an individual whom the California Department of Justice has ascertained has not been convicted of a violent or serious felony as defined in California Penal Code Sections 667.5(c) and 1192.7(c).

I declare, under penalty of Perjury under the Laws of the United States, that the foregoing is true and correct.

(Original Signature in Blue or Black Ink)

03 / 03 / 2022
(Today's Date)

Frank Cervantes
(Printed or Typewritten Name)

President
(Title)

CERTIFICATION OF EMPLOYEE CRIMINAL BACKGROUND CHECKS

ATTACHMENT "A"

(INSERT NAMES OF EMPLOYEES WHO MAY COME IN CONTACT WITH PUPILS)

Frank Cervantes
Jose Sosa
Jorge Rodriguez

Must be completed and attached with the Certification of Employee Background Checks and submitted with your Bid

E-RATE CERTIFICATION

I, Frank Cervantes, certify that GA Technical Services, Inc., is a
(Print or Type Name) (Company Name)

Service Provider as defined by the E-Rate Program and has not been suspended or disbarred from participating by the Federal Communications Commission. Our SPIN # is 143034351 _____, and we have operated under this SPIN for 15 years.

I also certify to the acceptance of the following:

1. All information necessary to respond to any PIA (Program Integrity Assurance), Item 25 Selective Review, or Audit performed by the FCC, the SLD, or their designated authority, will be furnished completely and in a timely manner sufficient to meet the any response deadlines;

2. In the event an appeal is necessary, all information necessary to complete the appeal will be furnished completely and in a timely manner to the Burbank Unified School District, its attorney(s), or authorized agent;

3. Any contract awarded based upon Bid# 2122-008 is contingent upon the receipt of a Funding Commitment Decision Letter (FCDL) from the SLD that awards the requested discounts in full. In the event that partial funding or no funding is granted, the District reserves the right to cancel the Contract in whole or in part;

4. The District will be invoiced for the only the matching funds portion, and it our responsibility, as the E-Rate Service Provider, to invoice the SLD for the remaining "non-discount" portion. This billing method is known as the SPI (Service Provider Invoice) method;

5. In the event the Burbank Unified School District wishes to perform a SPIN change, as afforded by the COPAN decision, permission will be granted within the contract terms, provided 14 days prior written notice is given.

(Original Signature in Blue or Black Ink)

03 / 03 / 2022
(Today's Date)

Frank Cervantes
(Print or Type Name)

President
(Title)

SERVICE PROVIDER REFERENCES AND RESPONSIBILITY INFORMATION

1. The District expressly reserves the right to reject the Bid of any bidder who, upon investigation, has been determined to fail to complete similar contracts in a timely fashion or in a satisfactory manner. Such rejection would, if applicable, be based upon the principle that the Bidder is "non-responsible" and poses a substantial risk of being unable to complete the work in a cost-effective, professional and timely manner.

2. In performing the above-described responsibility determination, the District reserves the right to utilize all possible sources of information in making its determination, including but not limited to: inquiries to regulatory state Boards and agencies; Dun and Bradstreet credit reports, inquiries to companies and public entities for which the Respondent has previously performed work, reference checks and examination of all public records.

3. The Bidder must also demonstrate knowledge of school construction techniques and should possess a working ability to perform similarly-sized construction work for a public agency. This knowledge and ability shall be shown by furnishing the names, current phone numbers, and addresses, points of contact and scope of work of at least five (5) customers served within the past three (3) years with requirements similar to the needs of the Burbank Unified School District.

   FAILURE TO FURNISH THE REFERENCES *(IN THE COMPLETE FORMAT REQUIRED)* MAY CAUSE YOUR BID TO BE REJECTED AS NON-RESPONSIVE.

   EXAMPLE: Your references should be listed in the following format (facts are example only)

   (a) Work for L.A. Unified School District
   (b) Phone # (213) 123-4567
   (c) 100 Hollywood Drive, L.A., CA 92000
   (d) Contact: James Earl Jones III at above #
   (e) Renovated Beverly Hills High
   (f) 1990
   (g) $ 100 Million

Reference #1

Organization's Name	ABC Unified School District
Telephone Number	562-926-5566 Ext. 21218
Address	16700 Norwalk Blvd. Cerritos, CA 90703
Point of Contact	Pam Julian
Type of Contract	Wireless Access Points and Cabling
Contract Term (From – To)	2019
Contract Amount	$ 190,477.23

Reference #2

Organization's Name	Inglewood Unified School District
Telephone Number	310-419-2763
Address	401 S. Inglewood Ave Inglewood, CA 9030
Point of Contact	Eugenio Villa
Type of Contract	Installation of Wireless Access Points and Cabling
Contract Term (From – To)	08/13/19-12/03/19
Contract Amount	$ 269,605.21

Reference #3

Organization's Name	Simi Valley Unified School District
Telephone Number	805-570-6321
Address	875 E. Cochran St Simi Valley CA 93065
Point of Contact	Marc Cunningham
Type of Contract	Provide and Install Fiber from MDF to all IDS's
Contract Term (From – To)	2019-2020
Contract Amount	$ 1,027,045.38

Reference #4

Organization's Name	Palo Verde Union Elementary School District
Telephone Number	559-688-0648
Address	9637 Ave 196, Tulare, CA 93274
Point of Contact	Phil Anderson
Type of Contract	Structured Cabling
Contract Term (From – To)	2020
Contract Amount	$ 109,674.36

Reference #5

Organization's Name	Campbell Union High School District
Telephone Number	408-371-0960 ext. 2079
Address	3234 Union Avenue San Jose, CA 95124
Point of Contact	John Keating
Type of Contract	Installation of Single Mode Fiber between the MDF and IDF
Contract Term (From – To)	2019-2020
Contract Amount	$ 329,945.01

4. Service Provider Questionnaire: The Service Provider shall furnish all the following information accurately and completely. Failure to comply with this requirement will render the Bid informal and may cause its rejection. Additional sheets may be attached if necessary. "You" or "Your" as used herein refers to the Service Provider's firm and any of its Owner, officers, directors, shareholders, parties or principals. District has discretion to request additional information. Omission of any material information is grounds for disqualification, or deeming a bid to be non-responsive.

a. Name of firm's license holder GA Technical Services, Inc, #816080 - B, C-7, C10

b. Have you or any of your principals ever been licensed under a different license number? No Response must include information pertaining to principals' association outside of the firm. If yes, give name and license number._____

c. Names and titles of all principals of the firm:

Frank Cervantes	President, Secretary, Treasurer
Lorena Cervante	Vice President

d. Number of years as a Service Provider in this type of work: 20

e. How many years experience has your firm performed public projects work? 20 years

g. Has your firm or any of its principals defaulted so as to cause a loss to a surety? Response must include information pertaining to principals' associated outside of the firm submitting a bid. No If the answer is "Yes," give dates, names and address of surety and details.

h. Have you or any of your principals been assessed damages for any project in the past five years? Response must include information pertaining to principals' association outside of the firm submitting a bid. No If yes, explain:

i. Have you or any of your principals been in litigation or arbitration or dispute of any kind on a question or questions relating to project(s) during the past five years? Response must include information pertaining to principals' association outside of the firm submitting a bid.
No If yes, provide name of public agency/organization and details of the

dispute:

j. Have you or any of your principals ever failed to complete a project in the last five years? Response must include information pertaining to principals' association outside of the firm submitting a bid. No If so, give Owner's name and details:

k. List the names, addresses and telephone numbers of the three Architects or Engineers whose jobs you have worked on in the past five years:

Name	Address	Telephone
Lorin Gredler	4909 Calloway Dr., Bakersfield, CA 93312	661-716-1840
Mel Nowlin	4909 Calloway Dr., Bakersfield, CA 93312	909-557-8556
John Cleveland	4909 Calloway Dr., Bakersfield, CA 93312	661-716-1840

l. Do you now or have you ever had any direct or indirect business, financial or other connection with any official, employee or consultant of the District? Np If so, please elaborate.

m. This project requires the payment to all employees of prevailing wages as determined by the California Department of Industrial Relations; and that the Service Provider is familiar with the provisions contained in California Labor Code Sections 1720-1861, and Title 8, California Code of Regulations, Sections 16000-16403, and with the requirements and obligations (including record keeping and employment of apprentices) imposed by those sections on all contractors and subcontractors who perform work on public works projects.

i. During the last five (5) years was your firm required to pay either back wages or penalties for your own firm's failure to comply with the State's prevailing wage laws? (Note: This question refers only to your own firm's violation of

prevailing wage laws, not to violations by a subcontractor.) ☐ Yes ☒ No

If "yes," on separate signed sheet of paper, identify the violation by providing the project name, date of the violation, name of the entity(ies), a brief description of the nature of the violation, and a brief description of the status of the violation (pending, or if resolved), and a brief description of the resolution.

ii. Provide the name, address and telephone number of the apprenticeship program (approved by the California Apprenticeship Council) from whom you intend to request the dispatch of apprentices to your company for use on any Public Works Project for which you are awarded a contract by Burbank Unified School District.

Southern CA IBEW - 100 Corson Street, Suite 200, Pasadena, CA 91103 - 323-221-5861

ABC So Cal - 1400 N. Kellogg Dr, Suite A, Anaheim, CA 92807 - 714-779-3187

n. This project requires thorough knowledge of the financial and legal requirements of E-Rate .

i. Are you willing to invoice the District at the E-Rate approved discount percentage, with the remainder directly to the SLD, pending District certification for services performed?

☒ Yes ☐ No

ii. Has your firm been involved in any State or Federal investigation related to direct or indirect participation in instances of funds being misapplied, mismanaged or violations of law, rules, or regulations by support mechanism participants or service providers?

☐ Yes ☒ No

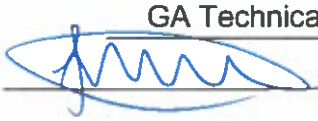
iii. Does your firm posses a valid FCC regulation number and Service Provider Identification Number (SPIN)?

☒ Yes ☐ No

I certify and declare under penalty of perjury under the laws of the State of California that the foregoing Service Provider References and Responsibility Information is true and correct.

Executed this 3rd day of March, 20 22, at Montclair, State of California

Respondent Name GA Technical Services, Inc. Date: 03/03/2022

Signed  Phone 909-981-8600 Ext. 224

Printed Name Frank Cervantes Title President

Street Address 4650 Arrow Hwy, Ste G7

City, State, Zip Code Montclair, CA 91763

Fax Number 909-382-9897 Email: frank.cervantes@gatechservices.com

All pages of this form must be completed and submitted with your bid package.

COVID-19 VACCINATION ADDENDUM
TO
BURBANK UNIFIED SERVICES AGREEMENT

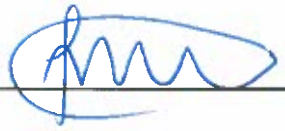
he undersigned does hereby certify to the Governing Board of the District as follows:

I am a representative of GA Technical Services, Inc. **("Contractor") currently entering into this Agreement with Burbank Unified School District (District) and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.**

COVID-19 Vaccination Status and Periodic Testing: Contractor will ensure that all of its employees who will be working on the District's school sites or working with Students from District have been fully vaccinated for COVID-19. Contractor assures the District that all of its employees who will be working on the District's school sites or with District Students have received the complete COVID-19 vaccination at least two weeks before starting to provide services at a District school site or with a District Student.

Contractor's responsibility for COVID-19 clearance extends to all of its employees, subcontractors, and employees of subcontractors coming into contact with District students regardless of whether they are designated as employees or acting as independent contractors of the Contractor.

Name of Contractor: GA Technical Services, Inc.

Signature: 

Print Name and Title: Frank Cervantes

Email: frank.cervantes@gatechservices.com

Date: 03/03/2022

DESIGNATION OF SUBCONTRACTORS

Each bidder shall set forth below the name and the location of the place of business of each subcontractor and the California contractor license number, and public works contractor registration number (for all projects over Twenty-five Thousand Dollars ($25,000)), of each subcontractor who will perform work or labor or render service to the Contractor in or about the construction of the Work or improvement, or to a subcontractor licensed by the State of California who, under subcontract to the Contractor, specially fabricates and installs a portion of the Work or improvement according to detailed drawings contained in the plans and specifications, in an amount in excess of one-half of 1 percent (0.5%) of the bidder's total bid, and the portion of the Work which will be done by each subcontractor. An inadvertent error in listing a California contractor's license number shall not be grounds for filing a bid protest or for considering the bid nonresponsive if the bidder submits the corrected contractor's license number to the Owner within 24 hours after the bid opening, or any continuation thereof, so long as the corrected contractor's license number corresponds to the submitted name and location for that subcontractor. If the Contractor fails to specify a subcontractor for any portion of the Work to be performed under the Contract in excess of one-half of 1 percent (0.5%) of the Contractor's total bid, the Contractor shall be deemed to have agreed to perform such portion itself, and shall not be permitted to subcontract that portion of the Work except under the conditions hereinafter set forth.

Subletting or subcontracting of any portion of the Work as to which no subcontractor was designated in the original bid shall only be permitted in cases of public emergency or necessity, and then only after a finding reduced to writing as a public record of the legislative body of the Owner.

For all projects over Twenty-five Thousand Dollars ($25,000): for any bid proposal submitted and for any contract for public work entered into, an inadvertent error in listing a subcontractor who is not registered under Labor Code section 1725.5 shall not be grounds for filing a bid protest or grounds for considering the bid nonresponsive, provided that either: the subcontractor is registered prior to the bid opening; or the subcontractor is registered and has paid the penalty registration fee specified in Labor Code section 1725.5(a)(2)(E), if applicable, within 24 hours after the bid opening; or the subcontractor is replaced by another registered subcontractor under Public Contract Code section 4107. Failure of a listed subcontractor to be registered shall be grounds under Public Contract Code section 4107 for the Contractor, with the Owner's consent, to substitute a registered subcontractor for the unregistered subcontractor.

Failure to provide this information in a legible manner may result in the rejection of an otherwise acceptable bid.

NOTE: *Reproduce page two of this section for additional listings needed beyond the length of this form.*

Portion of Work	Name of Subcontractor & Phone No.	Location of Subcontractor	California Contractor License Number	Public Works Contractor Registration Number (if applicable)
N/A				

I am the authorized representative of the Bidder submitting this Designation of Subcontractors and I declare that each subcontractor listed holds a valid and current contractor license in good standing in California to perform the portion of work for which the subcontractor is listed.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on March 3, 20 22, at Montclair [city], CA [state].

Signature: _____

Print Name: Frank Cervantes

Title: President

BURBANK UNIFIED SCHOOL DISTRICT

2122-008 E-RATE STRUCTURED CABLING PROJECT

ADDENDUM #2

DATE: February 25, 2022

INSTRUCTIONS: All responses must include a copy of this addendum to acknowledge receipt and signature on the last page. Please update your quote with the following changes.

The addendum consists of the following documents:

1. This addendum.
2. The following will be emailed directly to attendees on the sign-in sheet:
   a. 2122-008 E-RATE STRUCTURED CABLING DETAILS Excel sheet with patch panel port availability.

REVISIONS TO

2122-008 E-RATE STRUCTURED CABLING PROJECT

1. Q: Regarding the new fiber runs for the IDF 7a. Are the runs going from the MDF to IDF 7a or are they from IDF 7a to the existing IDF 7 in Building 7?
   A: The run is from IDF 7 for the new IDF 7a. Going to the MDF is much longer and more challenging.

2. Q: Is the work to be done during normal hours or will this be after the school closes?
   A: Please reference General Requirements section 4 for Hours of Work on page 11.
   - Hours of Work: All work will be required after school hours and on weekends. City ordinances govern work on all days. Work on school days may begin no earlier than 3:30 pm and conclude by 10:30 pm the same day.
   - UPDATE: If students are not attending school, work can begin at 7:00 am. This applies to the summer and times when school is not in session.

3. Q: Are patch cords Required? If yes, what Lengths? And What Quantities?
   A: No patch cables are necessary for this project.

4. Q: The pictures the space with the patch panels, it was hard to ascertain if the current patch panels were sufficient. Should we quote new panels or do you have a list of how many might be needed as replacements?
   A: Please reference the attached Excel document for patch panel port availability.
   - 2122-008 E-RATE STRUCTURED CABLING DETAILS
   - Please label these cables with S for the Type of Drop (X = S) and refer to the *Reference 101 – Jack and Patch Panel Labeling* document in the bid on page 26.

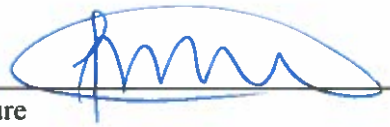
5. Q: The old gym looks like a lot of conduit is needed, As part of this bid are you looking for Rigid Conduit? And will this be a requirement?
   A: Please use Metal EMT Conduit for any exposed conduit for the entire project, unless underground.

END OF DOCUMENT

2122-008 E-RATE STRUCTURED CABLING PROJECT ADDENDUM #2

SIGNATURE BLOCK

I acknowledge receipt of addendum #2 for the **2122-008 E-RATE STRUCTURED CABLING PROJECT** changes listed above.



Signature

Title President

Date 03/03/2022

Company Name GA Technical Services, Inc.

Street Address 4650 Arrow Hwy, Ste G7

City/State/Zip Code Montclair, CA 91763

Telephone Number/Fax Number 909-981-8600 Ext. 224 / Fax: 909-382-9897

BURBANK UNIFIED SCHOOL DISTRICT

2122-008 E-RATE STRUCTURED CABLING PROJECT

ADDENDUM #1

DATE: February 18, 2022

INSTRUCTIONS: All responses must include a copy of this addendum to acknowledge receipt and signature on the last page. Please update your quote with the following changes.

The addendum consists of the following documents:

1. This addendum.
2. The following will be emailed directly to attendees on the sign-in sheet:
   a. This document with MDF/IDF rack images
   b. Two site diagrams with data and MDF/IDF locations and one with numbers.
   c. BID FORM 1 – Addendum #1
   d. Sign-in sheet

REVISIONS TO

2122-008 E-RATE STRUCTURED CABLING PROJECT

1. Total of 75 data locations with two Cat 6A cables per location.
   a. Option A – 3 additional data locations under Football Stadium bleachers. Please bid this as a separate line item. If included, the total data location count is 78.
2. BID FORM 1 – Addendum #1. See attached.
3. All outside boxes to be sealed weatherproof boxes.
4. Service loop – Please reference bid SOW.
5. Please remove all existing materials and any locations not used for new data connections.
   a. Please close the j-box with a weather-tight cap.
   b. Place materials in boxes for the school to E-Waste.
6. No conduits on any roofs.
7. Run single and multimode fiber to new IDF 7a in the auditorium.
8. Include Fiber Patch Panels where needed and patch cables per bid documents.
9. Q: There is a reference to a Bid Bond. But as part of the Bid Response and all other areas of the Bid there is no reference. Is a bid bond required?

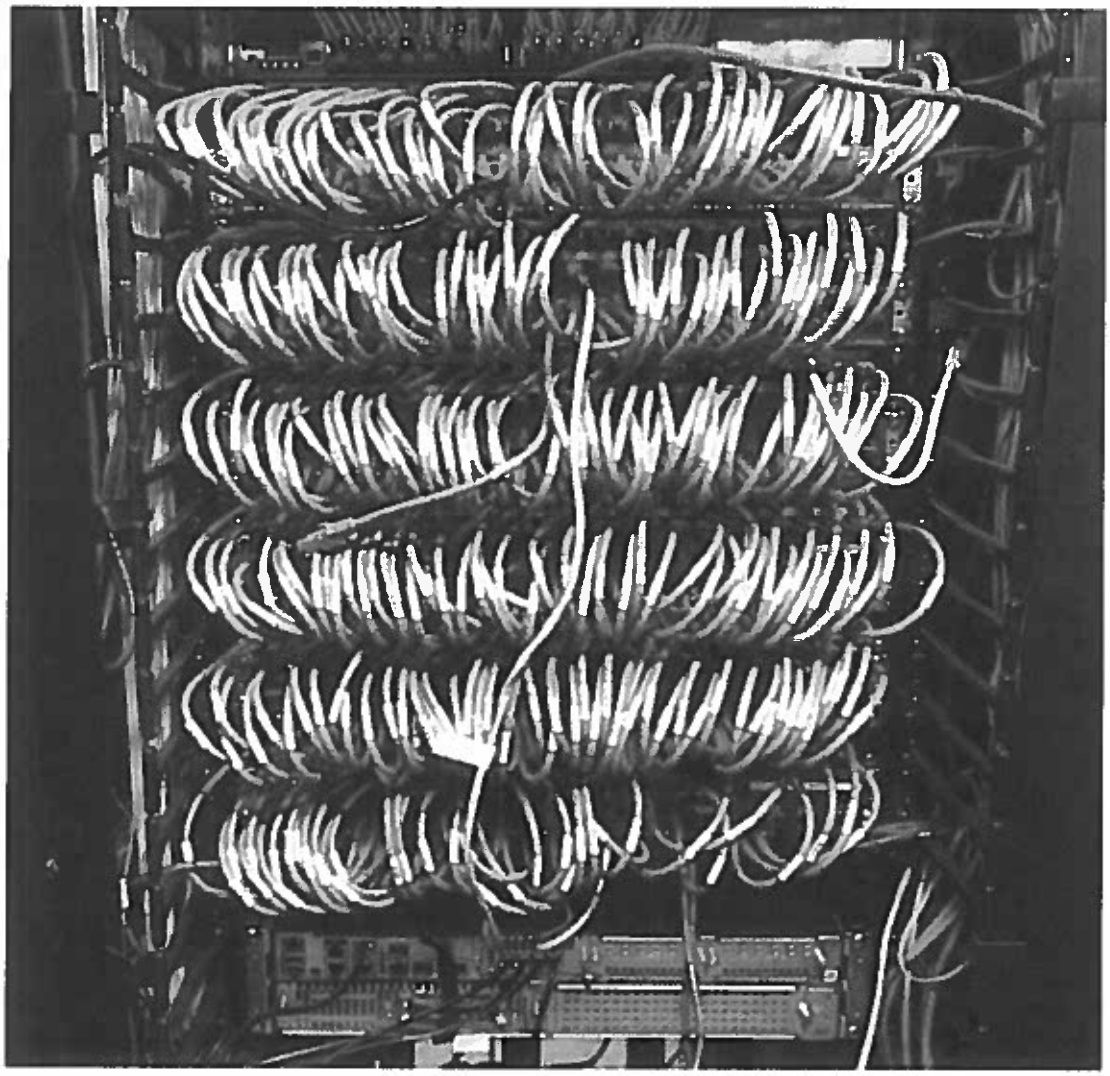
   Forfeiture for Failure to Execute Contract

   In the event the Bidder to whom an award is made fails or refuses to execute the Contract within five (5) calendar days from the date of receiving notification that he is the Bidder to whom the Contract is awarded, the District may declare the Bidder's bid deposit or bond forfeited as damages caused by the failure of the Bidder to enter into the Contract, and may award the work to the next lowest Bidder, or call for new bids.

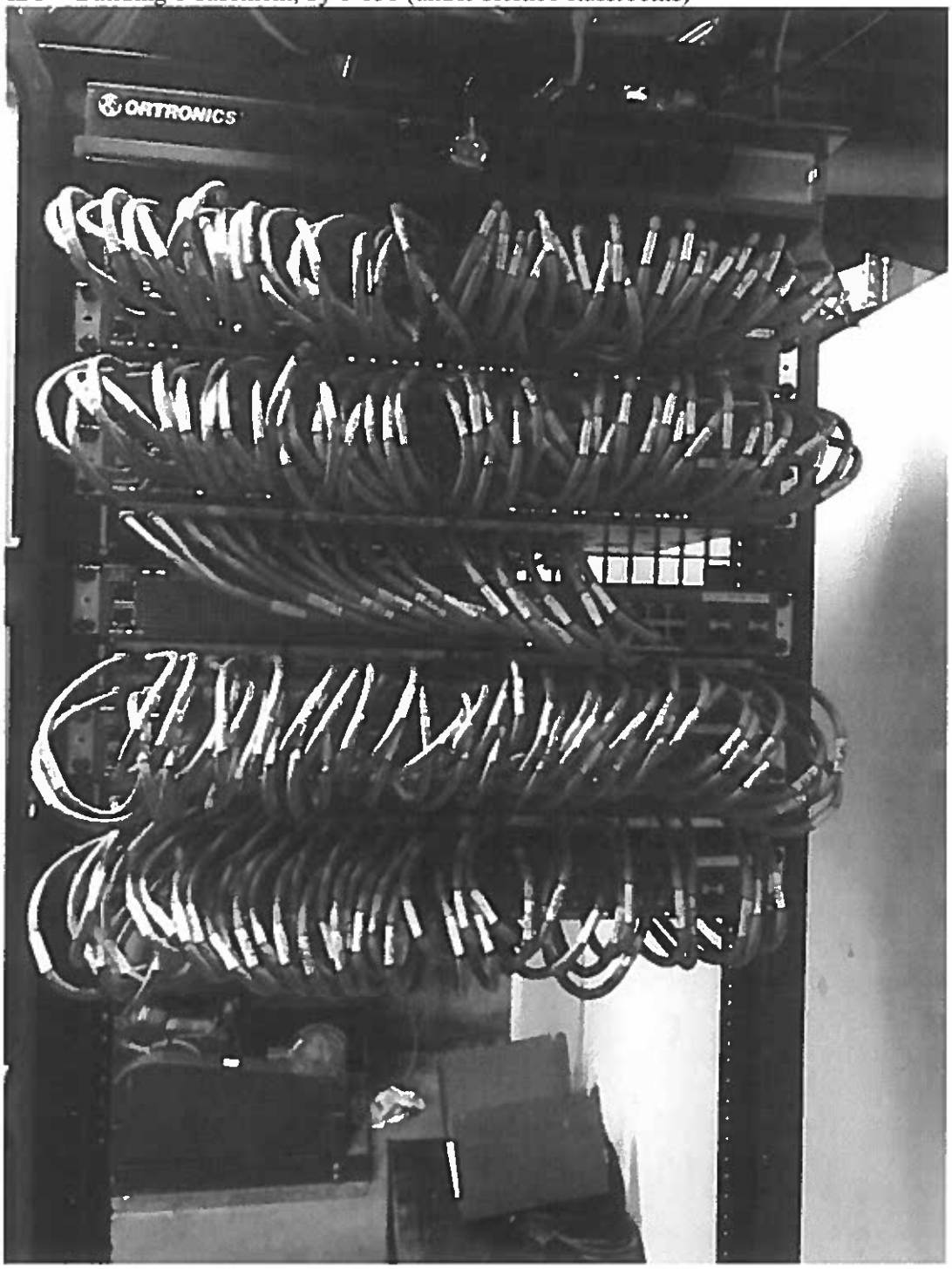
   A: We do not require a bid bond for this bid. Please ignore this section.
10. Q: Is it still bidding on 03/03/2022 at 2:00 PM PT?

A: Yes, bids are due on March 3 at 2:00 pm PT.

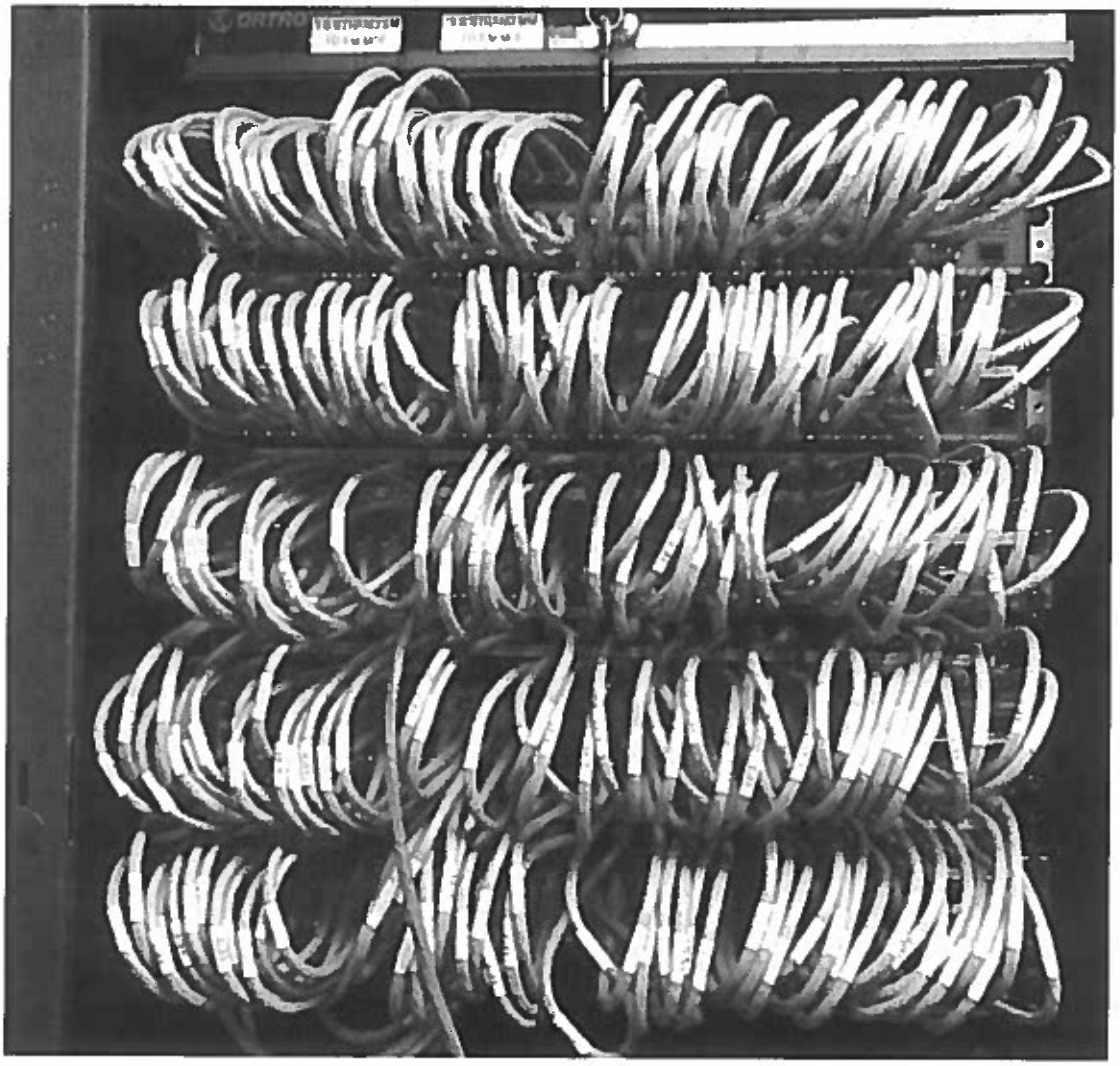
11. Q: Is the mandatory pre-bid meeting scheduled took place?
    A: Yes, the mandatory bidder's conference took place as scheduled.
12. Q: Is there an addendum issued?
    A: Yes, and an addendum was issued.
13. Q: Can I request a copy of the sign in sheet?
    A: Attached is a copy of the sign-in sheet.
14. MDF and IDF Diagrams, as of 1/31/2022
    a. MDF - Building 1, basement



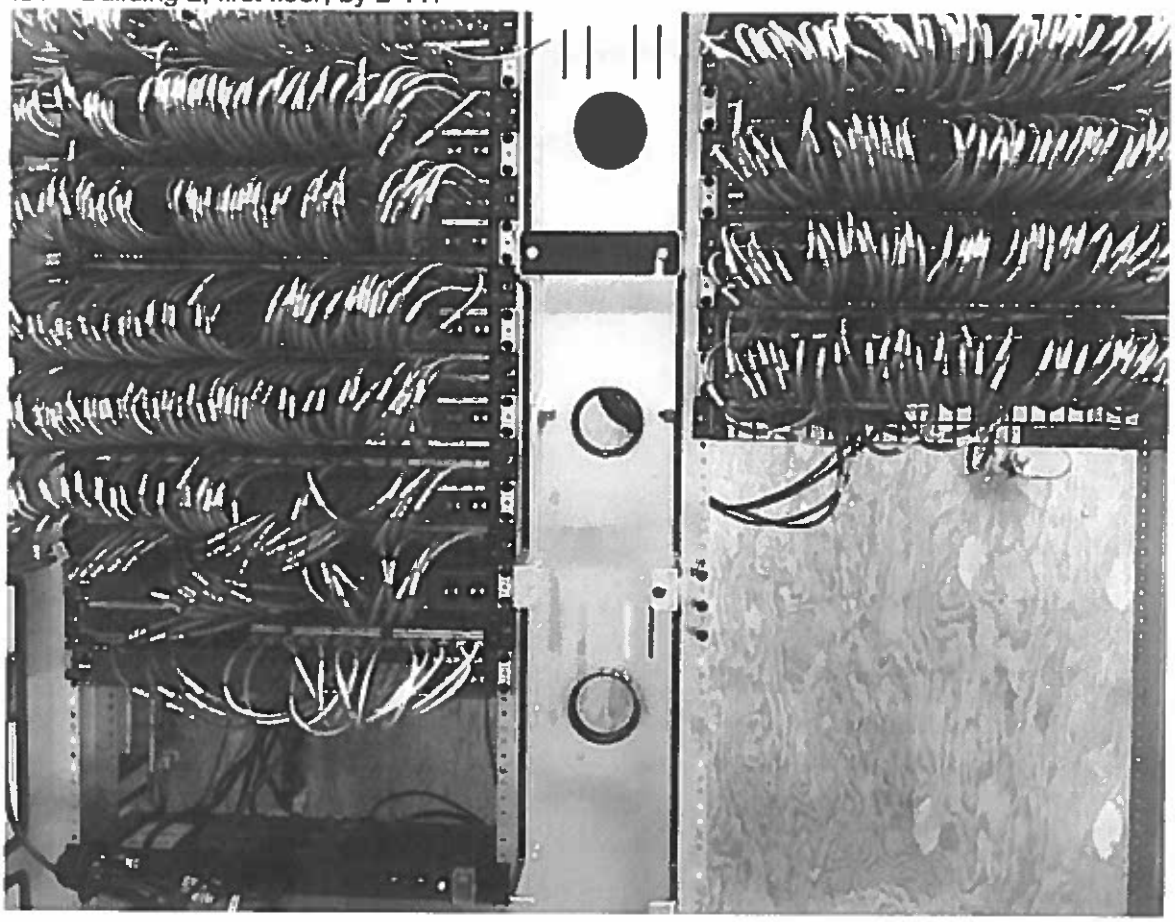
b. IDF – Building 1 basement, by 1-150 (under science classrooms)



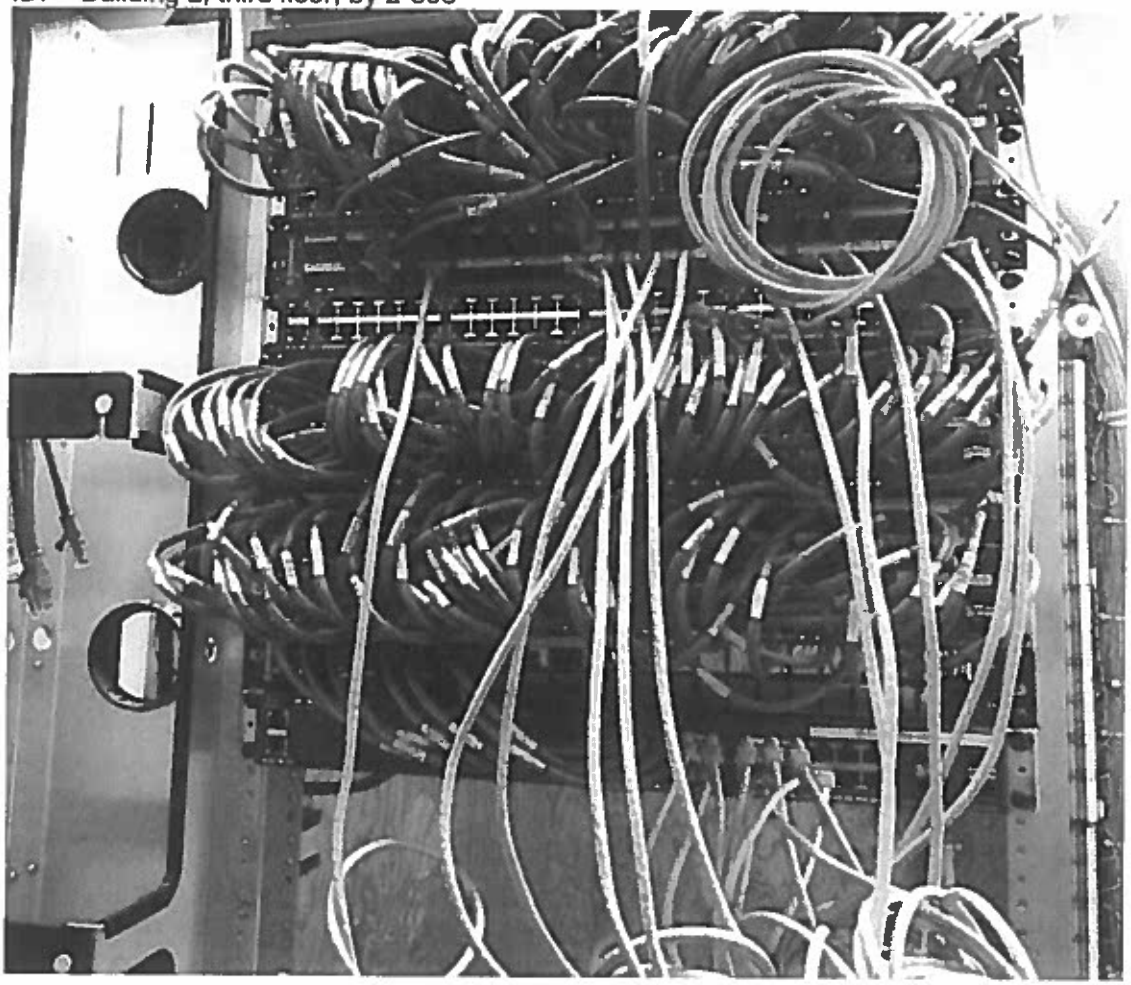
c. IDF – Building 1, second floor, by 1-220



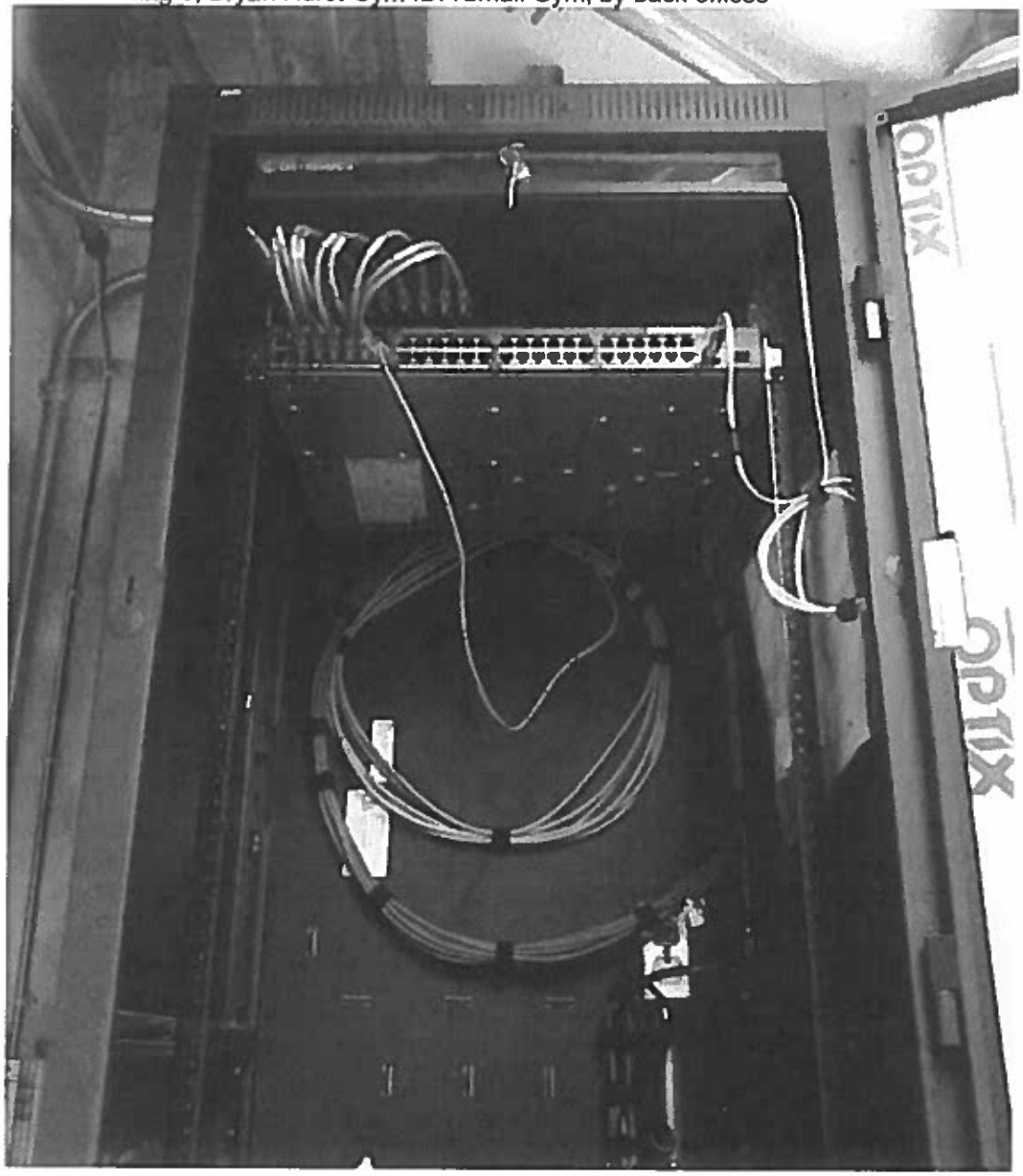
d. IDF - Building 2, first floor, by 2-117



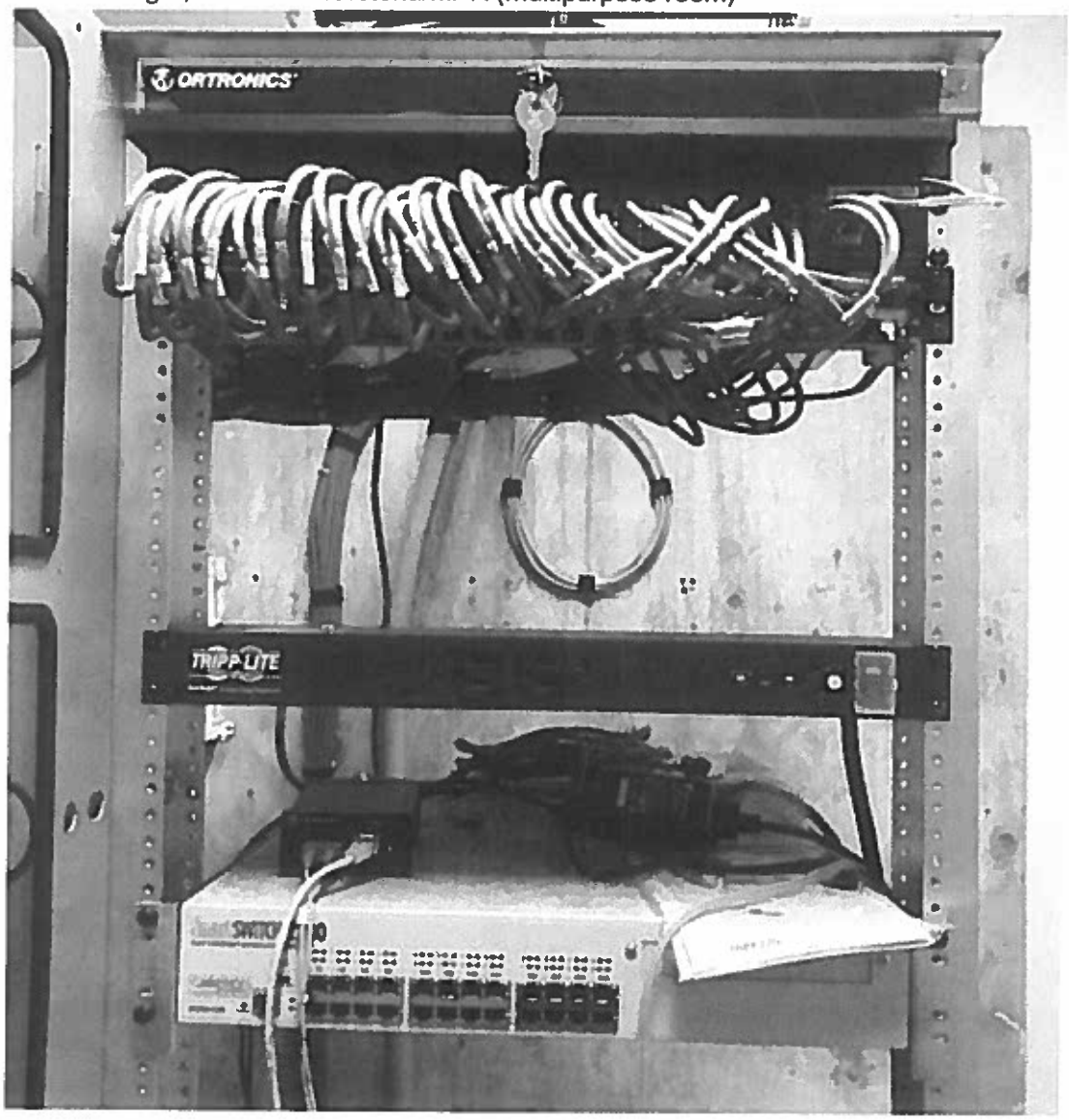
e. IDF - Building 2, third floor, by 2-303



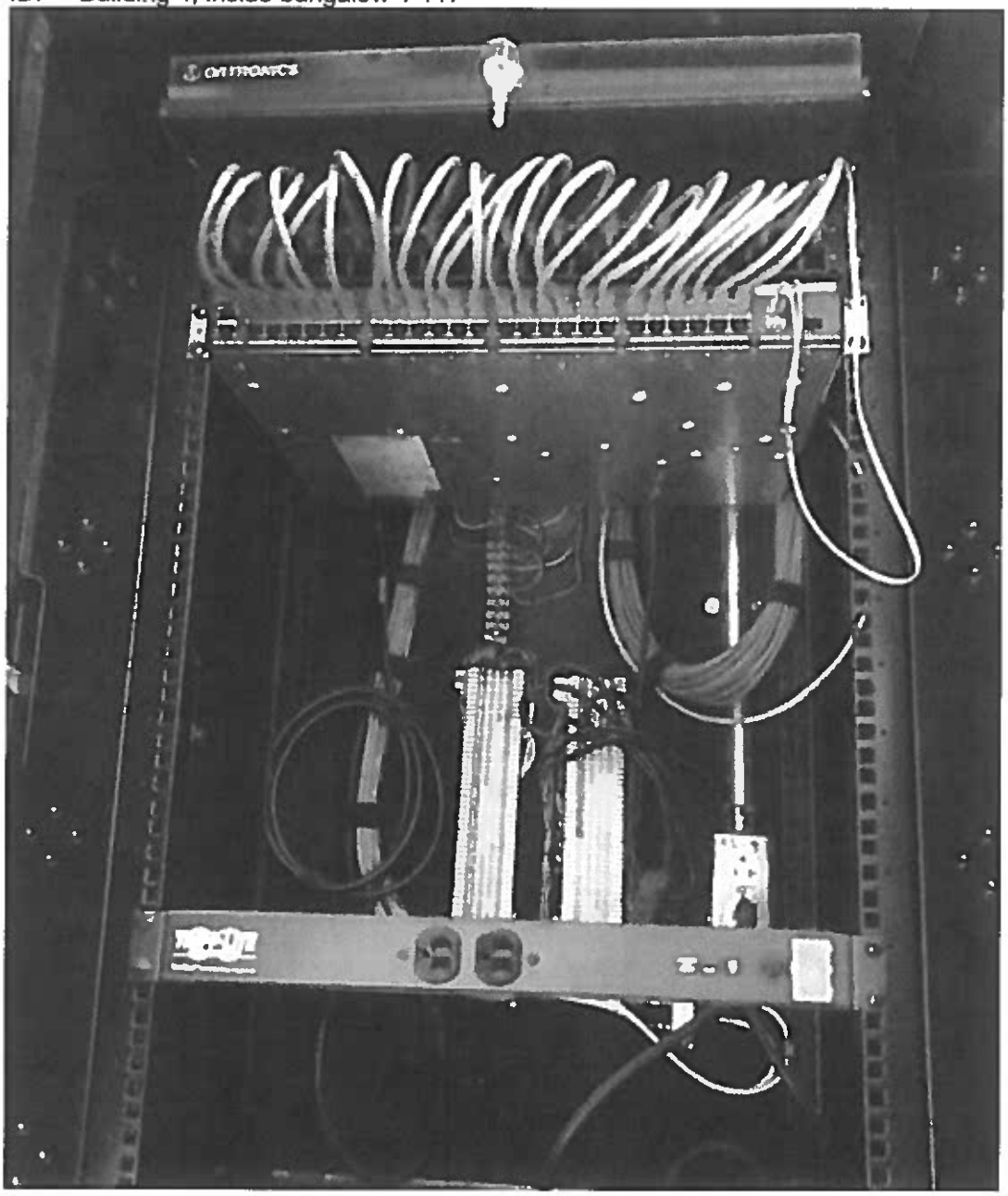
f. IDF – Building 3, Bryan Hurst Gym IDF/Small Gym, by back offices



g. IDF Building 4, inside the cafeteria/MPR (multipurpose room)



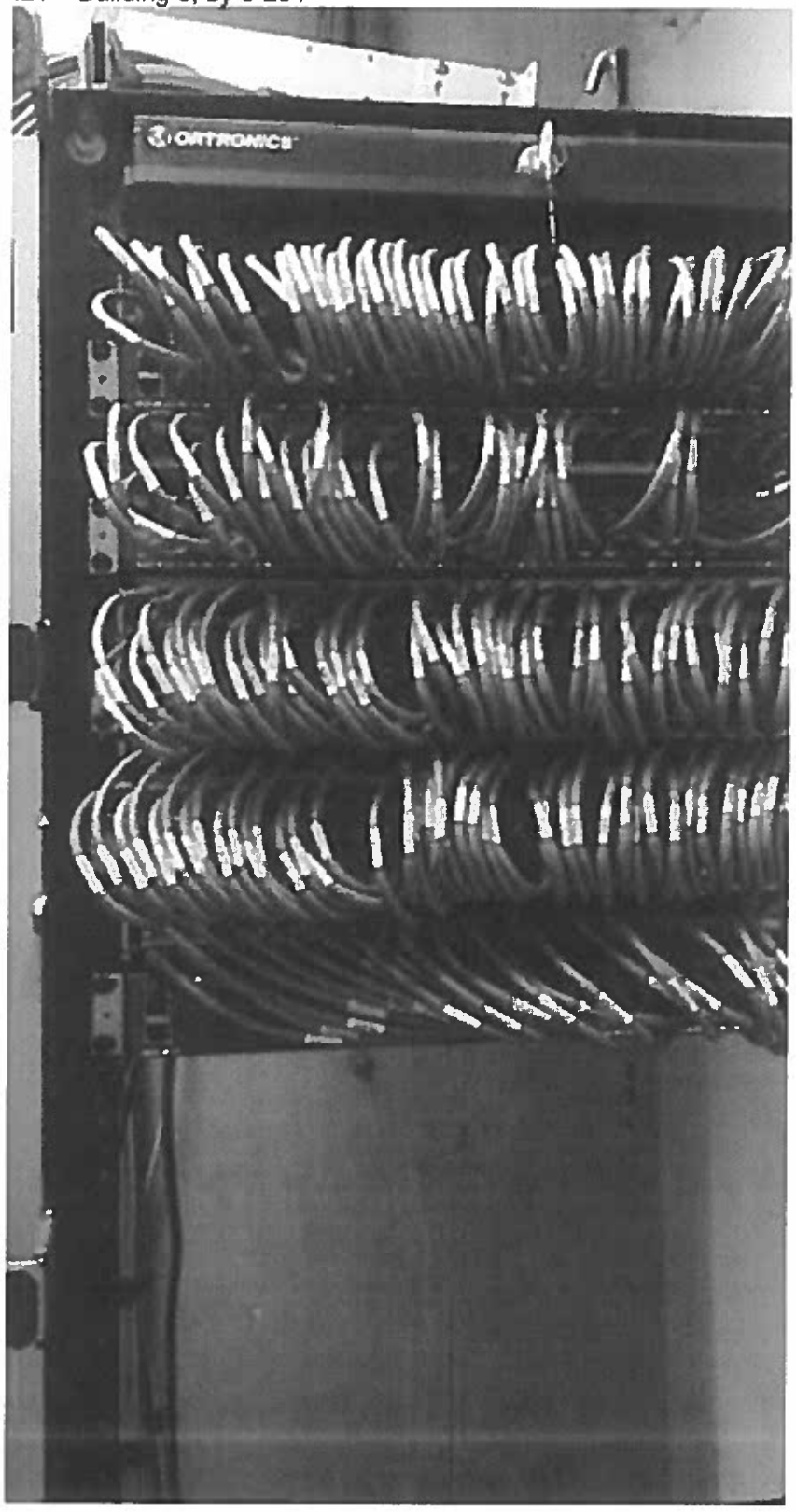
h. IDF – Building 4, inside bungalow 4-117



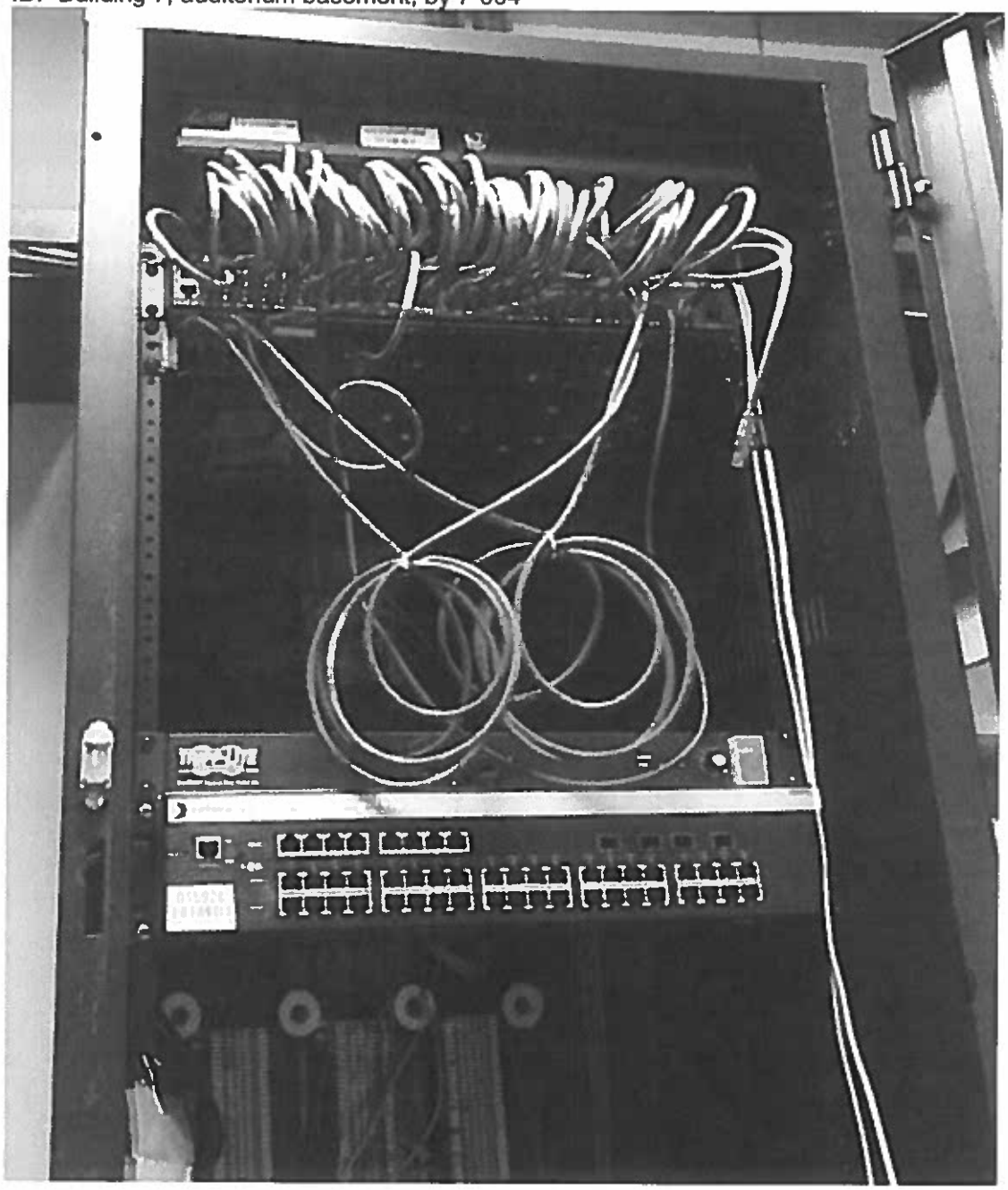
i. IDF - Building 5, by 5-124



j. IDF - Building 6, by 6-204



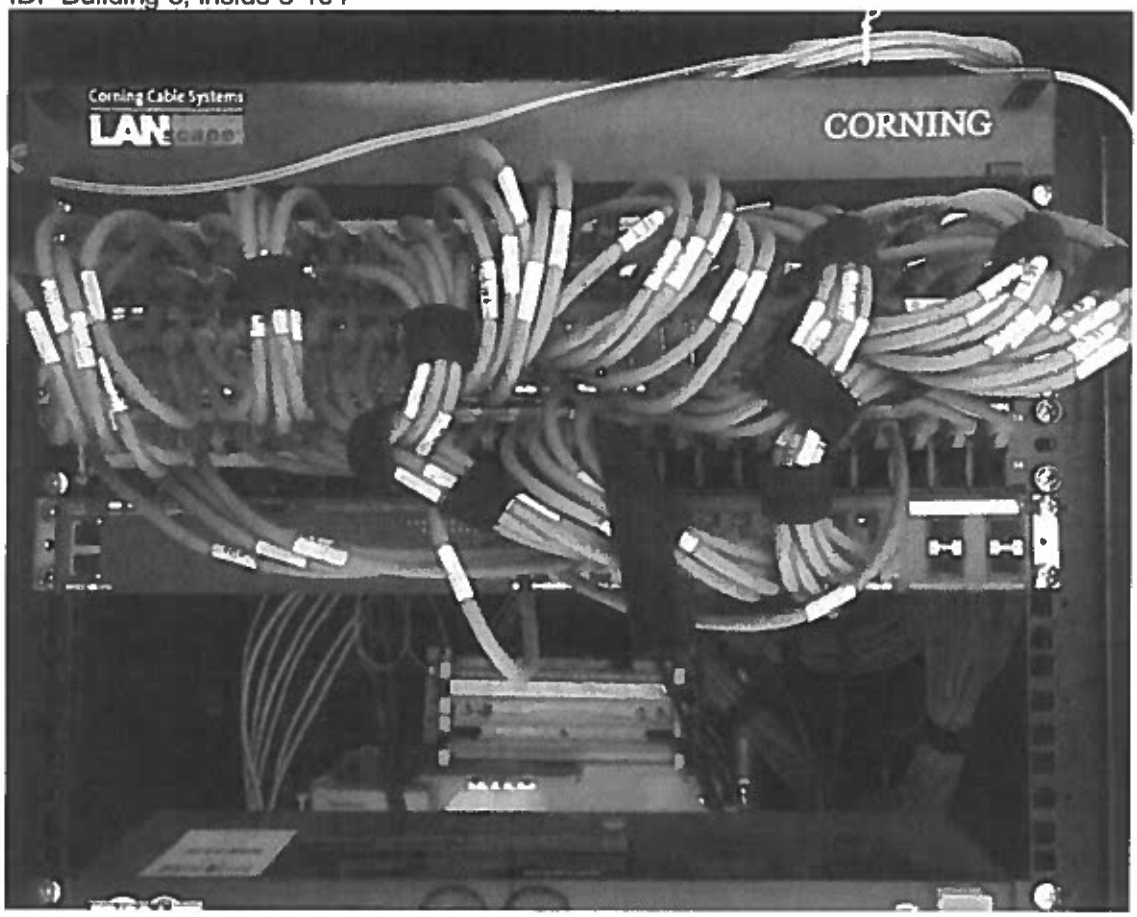
k. IDF Building 7, auditorium basement, by 7-004



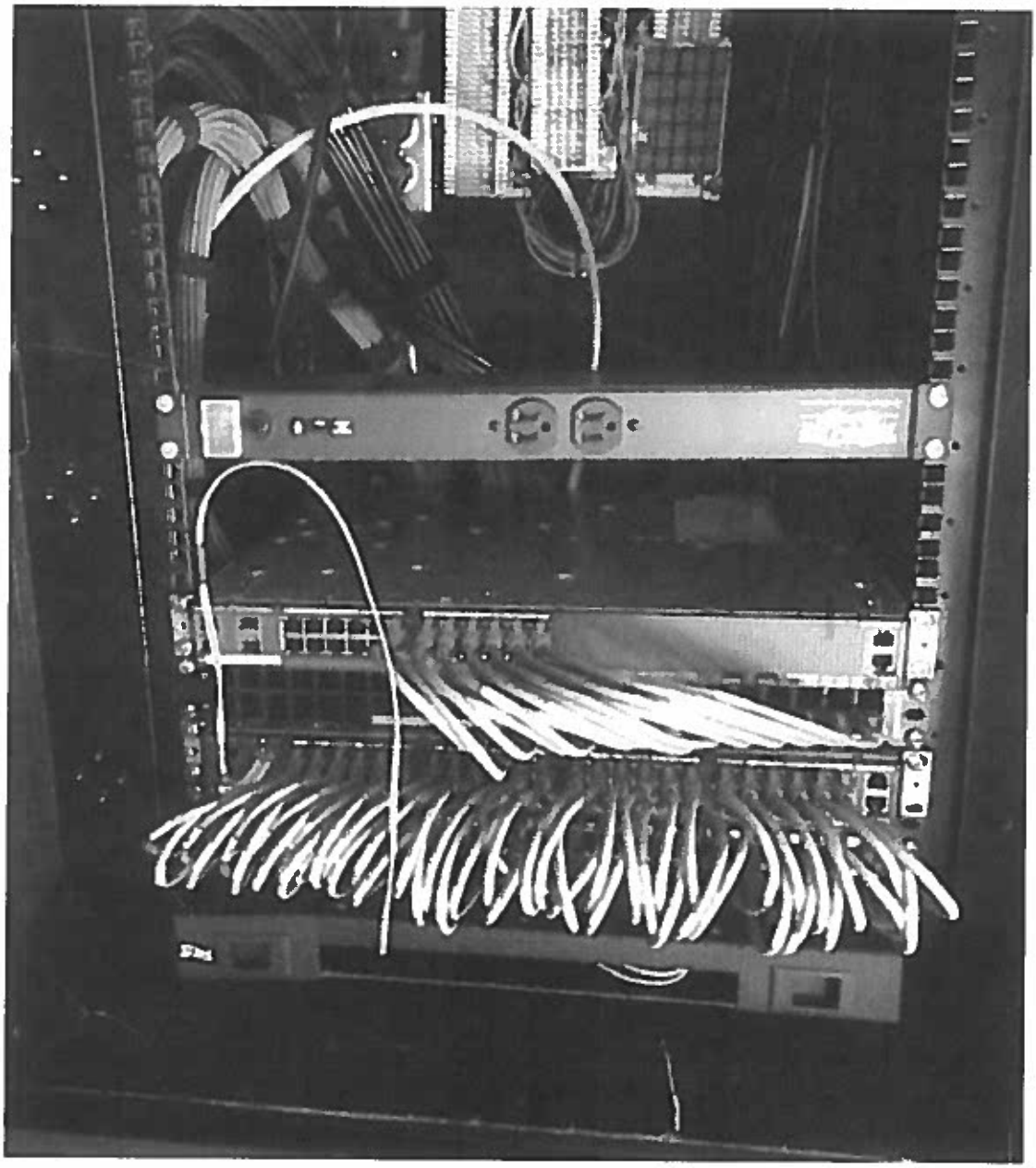
l. IDF Building 7, New IDF 7a in auditorium foyer ticket booth.



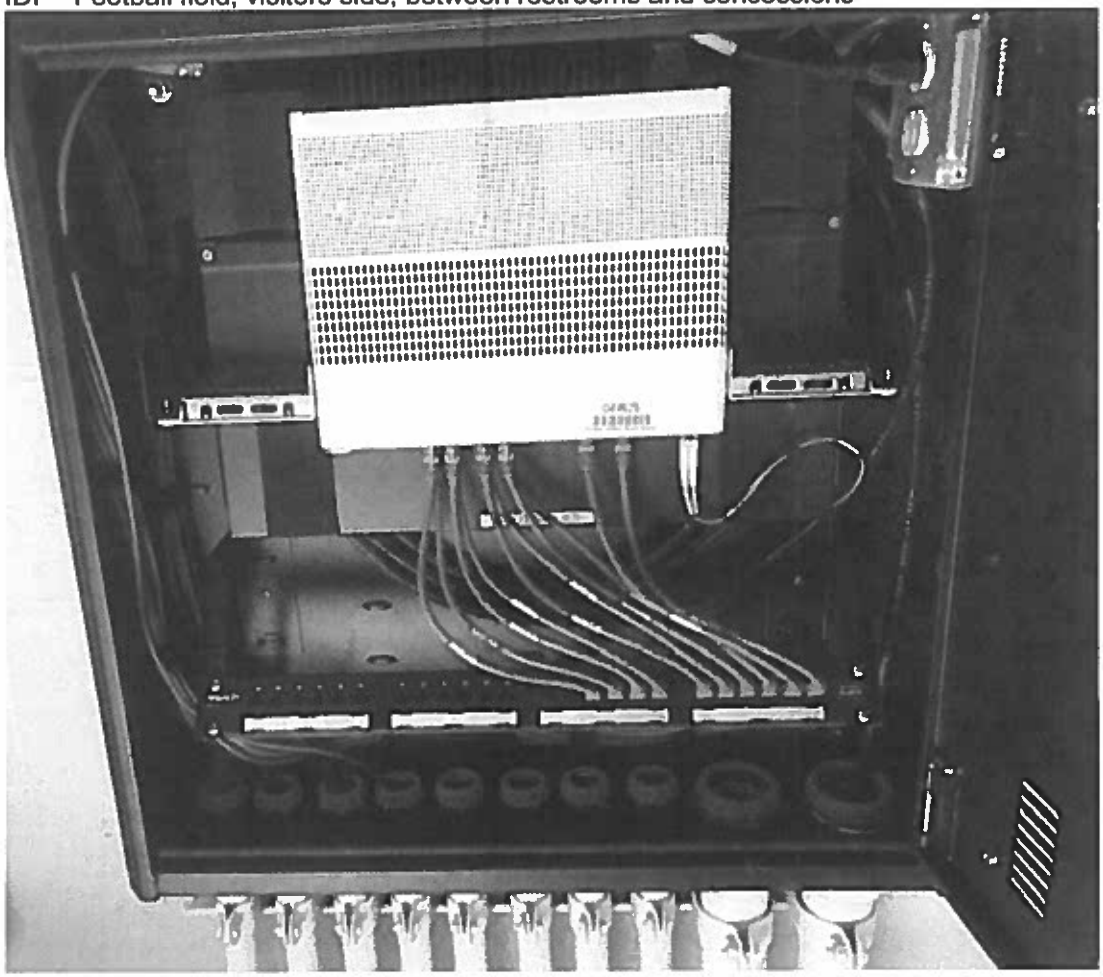
m. IDF Building 8, inside 8-104



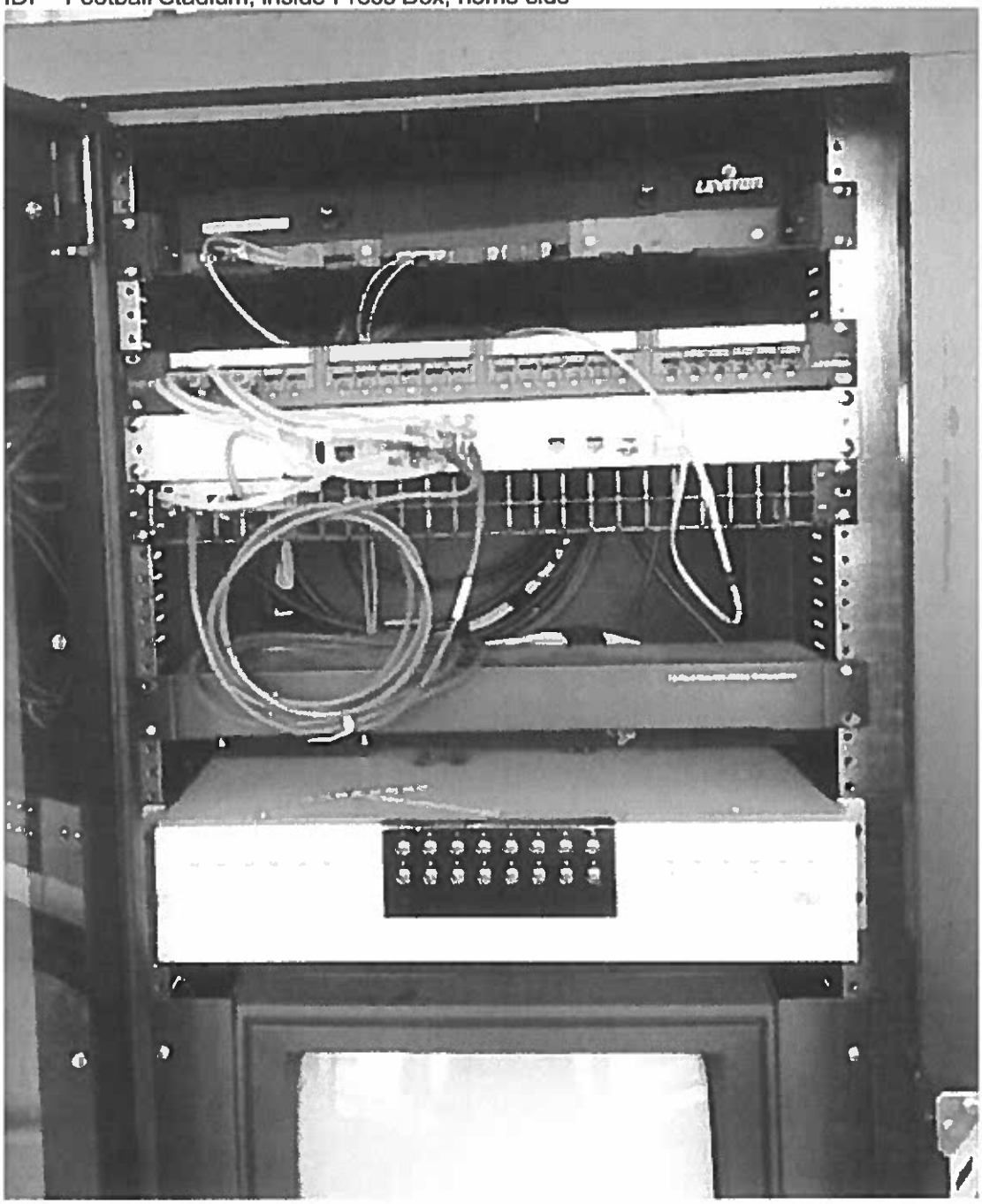
n. IDF – Building 9, inside classroom 9-104



o. IDF - Football field, visitors side, between restrooms and concessions



p. IDF - Football Stadium, inside Press Box, home side

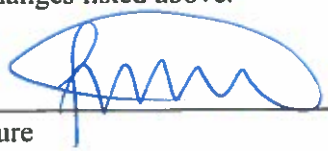


END OF DOCUMENT

2122-008 E-RATE STRUCTURED CABLING PROJECT ADDENDUM #1

SIGNATURE BLOCK

I acknowledge receipt of addendum #1 for the **2122-008 E-RATE STRUCTURED CABLING PROJECT** changes listed above.



Signature

Title President

Date 03/03/2022

Company Name GA Technical Services, Inc.

Street Address 4650 Arrow Hwy, Ste G7

City/State/Zip Code Montclair, CA 91763

Telephone Number/Fax Number 909-981-8600 Ext. 224 / Fax: 909-382-9897