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# Mendocino Unified School District



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## Agenda

### Regular Board Meeting

**JANUARY 21, 2021**

**MENDOCINO K-8 SCHOOL  
44261 LITTLE LAKE ROAD  
MENDOCINO, CA 95460**

**4:00 P.M. CLOSED SESSION - VIA TELECONFERENCE**

(Closed Session Public Hearing – link on page 2)

**5:00 P.M. OPEN SESSION - VIA TELECONFERENCE**

Join Zoom Meeting

<https://zoom.us/j/98969094981?pwd=Q1JxK0RRVWxtRldYK29KeW1UaUt6QT09>

Meeting ID: 989 6909 4981 Passcode: N4bX4C

Dial by your location

+1 669 900 9128 US (San Jose)

Meeting ID: 989 6909 4981 Passcode: 662330

*Please "mute" your device during the meeting.*

*MUSD is not available for technical support for remote meetings.*

***If the public wishes to make a comment regarding any closed session item before the Board adjourns to closed session, please email [JMorse@mcn.org](mailto:JMorse@mcn.org)***

### ***Board Priorities***

- *Develop and expand community partnerships and communication*
- *Increase learning and achievement for all students, families, and staff*
- *Plan wisely for the future while maintaining fiscal integrity*
- *Maintain and improve the physical plant*

Any writings distributed either as part of the Board packet, or within 72 hours of a meeting, can be viewed at the District Office: 44141 Little Lake Road, Mendocino, CA 95460. Board backup materials are also located on the MUSD website at <http://www.mendocinoused.org/District/2285-Untitled.html>

In compliance with Government Code section 54954.2(a) Mendocino Unified School District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability related modification or accommodation in order to participate in the meeting should contact, Erin Placido Exec. Assistant to the Superintendent, in writing at P.O. Box 1154, Mendocino, CA 95460 or via email at [doerin@mcn.org](mailto:doerin@mcn.org).

**MENDOCINO UNIFIED SCHOOL DISTRICT IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER**

**1. 4:00 P.M., CLOSED SESSION CALL TO ORDER AND ROLL CALL**

- 1.1. Call to order and roll call
- 1.2. The President will verbally identify the agenda items to be discussed during closed session as listed below.

**2. PUBLIC HEARING FOR CLOSED SESSION**

Members of the public may take this opportunity to comment on closed session agenda items per Board Policy 9322. Under the requirements of the Brown Act open meeting law, members of the community wishing to address an item on the closed session agenda may do so at this time. Items not on the agenda cannot be addressed at this time. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes. (Government Code 54954.3).

<https://zoom.us/j/95406922314?pwd=eCtzU0ZhZDFCUWlxRWduZVdmK3E1QT09>

Meeting ID: 954 0692 2314 Passcode: qN23mN

Dial by your location +1 669 900 9128 US (San Jose) Meeting ID: 954 0692 2314 Passcode: 460510

**3. CLOSED SESSION**

The Board will adjourn to closed session pursuant to Government Code 54950 - 54962.

- 3.1. Conference with labor negotiators (Govt. Code 54957.6) Agency Representative: Superintendent Jason Morse  
Employee organizations: CEMUS and MTA bargaining units and unrepresented employees
- 3.2. Employment/Personnel Changes
- 3.3. Conference with Legal Counsel – Anticipated Litigation Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9. Number of cases: 1
- 3.4. Public Employee Discipline/Dismissal/Release (Govt. Code 54956.9)

**4. 5:00 P.M. RECONVENE TO OPEN SESSION**

- 4.1. Call to order and roll call
- 4.2. Closed session disclosure  
Any reportable action taken during closed session will be disclosed at this time.
- 4.3. Approval of agenda  
Items to be removed from the agenda or changes to the agenda should be done at this time.

**5. CONSENT AGENDA**

Items on the consent agenda are passed in one motion without discussion. Any item may be pulled from the consent agenda by any member of the Board and moved to action when approving the agenda. (action)

- 5.1. Approval of Warrants
  - 5.1.1. 12/3/20, 12/10/20, 12/17/20, 12/31/20
- 5.2. Approval of Minutes
  - 5.2.1. Board Meeting Minutes: 12/14/20
- 5.3. Approval of Employment/Personnel Changes
  - 5.3.1. Hire, Long-Term Sub, 3 days/week, effective 1/4/21
- 5.4. Approval of the Current Budget Change Report
- 5.5. Approval of Cafeteria Financial Report through December 2020

- 5.6. Approval of Enrollment and Attendance Reports Month 3
- 5.7. Approval of Williams Settlement Quarterly Uniform Complaint Report for Quarter 2 of the 2020-21 school year.
- 5.8. Approval of Client Services Agreement between MUSD and Soliant Health/VocoVision regarding contracted Telepractice Services, effective 1/4/21 – 6/18/21.
- 5.9. Approval of Fieldwork Site Agreement between MUSD and Brandman University regarding the Greenwood Preschool field work experience oversight.
- 5.10. Approval of Student Body Reports – December
- 5.11. Approval of the 2019-20 Student Accountability Report Cards (SARC's)
- 5.12. Approval of the final changes made to the 2020-21 Board Meeting Calendar at the 12/14/20 Board meeting
- 5.13. Approval of Certificated Counselor, while on FMLA/CFRA leave, requests intermittent leave of 1 hour/week for clinical supervision
- 5.14. Final Approval of Board Policy/Administrative Regulation/Exhibits
  - 5.14.1. BP/AR 5145.3: Nondiscrimination/Harassment (students)
  - 5.14.2. BP/AR 6174: Education for English Learners (instruction)
  - 5.14.3. BP/AR 4119.11, 4219.11, 4319.11: Sexual Harassment (personnel)
  - 5.14.4. AR 4119.12, 4219.12, 4319.12: Title IX Harassment Complaint Procedures (personnel)
  - 5.14.5. BP/AR 5145.7: Sexual Harassment (students)
  - 5.14.6. AR 5145.71: Title IX Sexual Harassment Complaint Procedures (students)

## **6. COVID-19 INFORMATION AND DISCUSSION**

Dr. William Miller will attend the Board meeting to provide information regarding COVID-19, safety precautions and an update on vaccines.

## **7. REPORTS**

- 7.1. Student Trustee – Olivia Jung
- 7.2. Administrative
  - 7.2.1. Principal – Kim Humrichouse
  - 7.2.2. Superintendent – Jason Morse
- 7.3. Bargaining Units
  - 7.3.1. Mendocino Teachers Association (MTA)
  - 7.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)
- 7.4. Board Trustee Reports

**8. TIMED ITEM 6:00 P.M. - PARENT/COMMUNITY COMMENT**

Items not on the agenda, but within the jurisdiction of this body, may be addressed at this time or be submitted to the Superintendent in writing for Board consideration as an agenda item. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes (Government Code 54952). The Brown Act does not permit the Board to take action on any item that is not on the agenda. In addition, in order to protect the rights of all involved, complaints about employees should be addressed through the District complaint process. Speaking about a personnel issue at a Board meeting may prevent the Board from being able to act on it. Please see an administrator to initiate the complaint process.

The Board may briefly respond to public comments by asking questions to clarify the speaker's comments and refer the speaker to the Superintendent for further clarification. We thank you for your comments and participation at this meeting.

**9. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS**

- 9.1. 2020-21 School Year Reopening Update  
The Board will discuss the reopening plans for the remainder of the 2020-21 school year (discussion/action)
- 9.2. Resolution 2021-01: Lease/Leaseback Contractor Selection  
The Board will select the contractor for the Lease/Leaseback Construction Services for the Mendocino High School Modernization Project (action)
- 9.3. Acceptance of a grant donation of \$25,000 from the Community Foundation of Mendocino County "Jantzen-Romelli Donor Advised Fund" to be used at the discretion of Tobin Hahn, principal of the Mendocino High School for scholarships, music program, athletics, etc. (action)
- 9.4. Re-Certification of 1<sup>st</sup> Interim Budget Report & Budget Overview for Parents  
MUSD Business Manager, Jason Fruth, will present changes to the 1<sup>st</sup> Interim Budget Report, which includes the Budget Overview for Parents, to the Board for consideration and approval (action)
- 9.5. Board Policies and Administrative Regulations (as information only)
  - 9.5.1. BP/AR 3513.3: Tobacco Free Schools (business & non-instructional operations)
  - 9.5.2. BP/AR 4030: Non Discrimination in Employment (personnel)
  - 9.5.3. BP/E 4040: Employee Use of Technology (personnel)
  - 9.5.4. BP/AR/E 4119.42: Exposure to Bloodborne Pathogens (personnel)

**10. FUTURE AGENDA ITEMS**

MCN 2<sup>nd</sup> Qtr Report, Winter Consolidated Program Application, Audit Report

**11. ADJOURNMENT**

The next Board meeting is scheduled for **February 10, 2021.**



ReqPay04b

Check Register with Accounts

Register 000136 - 12/03/2020

Bank Account COUNTY - AP Checks

Payment Id	Check #	Check Amt	Status	Printed	Comment	17.39	100.72	42.32	206.99	194.48	86.25	1,476.89	486.64	130.00	767.00	2,342.80	2,179.98	27,988.74	263.11		
	701612				Refund for Overpayment of List Service																
	701613				Refund for Overpayment of Digital Voice																
	701614				Albion Miles for Sunrise School																
	701615				Dispatch Mileage 10/29 - 11/6																
	701616				Dispatch Mileage 11/9 - 11/18																
	701617				Food for Families and Mileage																
	701618				Food Bank, Home Visit Mileage																
	701619				Handheld Electrostatic Bus Cleaner																
	701620				Membership Dues, Andrea Arenas																
	701621				Student Internet																
	701622				Dental Benefits																
	701623				Vision Claims 11/16 - 11/20																
	701624				Telephone Services																
	701625				Vinegar & Booster for Weed Killing																
	701626				Project 11210761																
	701627				Project 11210761																
	701628				Project 11136611																
	701629				Project 11210761																
	701630				Credit Balance, Project 11210761																

Payment Id	Comment	Check Amt	Status	Cleared	GRAINGER (GRAING/2) - continued	283.11
Check # 701625	01	Maintenance Supplies	01-8150-0-4300-001-0000-8110-0000	Cleared		283.11
9710004467						
Check # 701626	01	GREAT MINDS (GREATM/2)	01-0000-0-4300-220-1110-1000-9009	Cleared		1,120.02
INV056286						
Check # 701627	13	Math Support Program	01-0000-0-4300-220-1110-1000-9009	Printed		525.32
67301414		Dairy for Cafeteria	13-5310-0-4700-001-0000-3700-0000			172.80
67301463		Dairy for Cafeteria	13-5310-0-4700-001-0000-3700-0000			78.80
67301467		Dairy for Cafeteria	13-5310-0-4700-001-0000-3700-0000			273.72
Check # 701628	01	JENNIFER WESTMORELAND (JWESTM/1)		Cleared		211.34
DP21-00214						
Check # 701629	01	Student Internet	01-0000-0-5900-001-0000-2420-9987	Cleared		116.97
DP21-00207						
Check # 701630	01	Student Internet	01-0000-0-5900-001-0000-2420-9987	Printed		4.00
M201813						
Check # 701631	01	Custodial Supplies	01-0000-0-4300-001-0000-8200-0000	Printed		4.00
DP21-00206						
Check # 701632	13	Employee TB Assessments & Tests	01-0000-0-5812-001-0000-7200-0000	Printed		260.00
23635		Produce for Cafeteria	13-5310-0-4700-001-0000-3700-0000			68.00
23681		Produce for Cafeteria	13-5310-0-4700-001-0000-3700-0000			192.00
Check # 701633	01	NANCY ALCANTAR ROMERO (NROMER/1)		Printed		460.00
DP21-00209						
Check # 701634	01	Mileage 10/8 - 11/13	01-0740-0-5200-220-7110-3600-9987	Cleared		403.95
1091389		Diesel and Regular Fuel for Vehicles	01-0740-0-4361-001-0000-3600-0000			12,739.24
Check # 701635	21	RINCON CONSULTANTS INC. (RINCO/1)		Printed		25883
25883		10/1/20 - 10/31/20	21-0000-0-5800-150-0000-8500-0000			331.00
Check # 701636	01	SCHOOL & COLLEGE LEGAL SVCS (SCHAND/1)		Printed		977.05
IN21-00969						
Check # 701637	01	Legal Services	01-0000-0-5802-001-0000-7110-0000	Printed		905.35
DECEMBER 20-21						
Check # 701638	13	Employee Life Insurance	01-0000-0-9514-000-0000-0000-0000	Cleared		1,438.48
517199						
Check # 701639	13	Paper Products for Cafeteria	13-5310-0-4300-001-0000-3700-0000	Printed		3,573.06
014161098-003						
Check # 701640	01	Cafeteria Food and Snack	13-5310-0-4700-001-0000-3700-0000	Printed		1,438.48
US BANK CORPORATE PAYMENT SYS (USBANK/2)						

Payment Id	Comment	Check Amt	Status	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2) - continued	
Check # 701640	01	3,573.06				
113-1984321-0572221	Face Masks for Classroom				01-0000-0-4300-220-1110-1000-9987	21.00
113-5454440-3876205	Amazon, Classroom Supplies				01-0000-0-4300-220-1110-1000-9009	47.11
113-7682100-6313043	Face Shields for Megan's Classroom				01-0000-0-4300-220-1110-1000-9987	14.55
113-9086419	Amazon, Classroom Supplies				01-0000-0-4300-220-1110-1000-9009	28.04
175B34F3-0002	Seesaw Plus 1 year subscription, Laura Lucier				01-0000-0-5800-220-1110-1000-9987	120.00
17B29A59-0002	DW Educational Annual Subscription				01-0000-0-5800-220-1110-1000-9987	75.00
17B29A59-0003	DW Educational, Launch to Literacy				01-0000-0-5800-220-1110-1000-9987	175.00
9893923	BrainPop 12 month Teacher Access				01-0000-0-5800-220-1110-1000-9009	230.00
CONF 21769586	IXL Site License, Math 225 Students				01-0000-0-5800-220-1110-1000-9009	2,475.00
DF70EB89-0002	SeeSaw Annual Subscription, Hannah Grinberg				01-0000-0-5800-220-1110-1000-9987	120.00
DP21-00208	Amazon, Brass Fasteners				01-0000-0-4300-220-1110-1000-9009	29.73
DP21-00210	Textbooks, Amazon				01-6300-0-4200-220-1110-1000-0000	62.63
SALE US1275226	BrainPop Jr. Teacher Access				01-0000-0-5800-220-1110-1000-9009	175.00
Check # 701641	13	1,573.80	Status	Cleared	US FOODS//DEPT 34766 (USFOOD/2)	
4678871	Cafeteria Food and Snack				13-5310-0-4700-001-0000-3700-0000	1,573.80
Check # 701642	12	48.42	Status	Cleared	XEROX CORPORATION (XEROXC/2)	
011916719	Copy Machine Rental				12-6105-0-5600-222-7110-1000-0000	48.42
Number of Items	31	61,416.31	Totals for Register 000136			

2021 FUND-OBJ Expense Summary / Register 000136						
01-4200					62.63	
01-4300					4,019.51	
01-4361					403.95	
01-4365					1,476.89	
01-5200					662.75	
01-5300					486.64	
01-5800					31,358.74	
01-5802					331.00	
01-5812					425.00	
01-5900					458.31	
01-9110*						41,060.30-
01-9514					1,546.55	
01-9550*						171.67-
Totals for Fund 01					41,231.97	41,231.97-
12-5600					48.42	

2021 FUND-OBJ Expense Summary / Register 000136 (continued)

12-9110*		48.42-
<b>Totals for Fund 12</b>	<b>48.42</b>	<b>48.42-</b>
13-4300	905.35	
13-4700	3,797.60	
13-9110*		4,702.95-
<b>Totals for Fund 13</b>	<b>4,702.95</b>	<b>4,702.95-</b>
21-5800	12,739.24	
21-9110*		12,739.24-
<b>Totals for Fund 21</b>	<b>12,739.24</b>	<b>12,739.24-</b>
63-5200	206.99	
63-5800	118.11	
63-5903	2,342.80	
63-9110*		2,667.90-
<b>Totals for Fund 63</b>	<b>2,667.90</b>	<b>2,667.90-</b>
69-5800	197.50	
69-9110*		197.50-
<b>Totals for Fund 69</b>	<b>197.50</b>	<b>197.50-</b>
<b>Totals for Register 000136</b>	<b>61,587.98</b>	<b>61,587.98-</b>

\* denotes System Generated entry

Net change to Cash 9110 61,416.31-Credit

Payment Id	Check #	Check Amt	Status	Printed	Comment	Check Amt	Status	Printed	Comment	Check Amt	Status	Printed
	702077	17.39			EDGAR MONROY (EDGAR MONRO - Payee)	17.39			EDGAR MONROY (EDGAR MONRO - Payee)	17.39		
	DP21-00218				Closeout of Domain Services				63-0000-0-5800-001-0000-6000-0000			
	702078	104.65			FRIEDLEY, ZACHARY R (001527 - Emp)	104.65			FRIEDLEY, ZACHARY R (001527 - Emp)	104.65		
	EP21-00102				Dispatch Mileage 11/19 - 12/2				63-0000-0-5200-001-0000-6000-0000			
	702079	235.87			MOORE, JERRY L (000144 - Emp)	235.87			MOORE, JERRY L (000144 - Emp)	235.87		
	EP21-00099				Sacramento Mileage and Meals				63-0000-0-5200-001-0000-6000-0000			
	702080	143.75			MUELLER, BARBARA L (000150 - Emp)	143.75			MUELLER, BARBARA L (000150 - Emp)	143.75		
	EP21-00101				Elk and Albion Cleaning Mileage, Sept. - Nov.				01-0000-0-5200-001-0000-8200-0000			
	702081	145.47			RICE, OTTOPASKAL D (000242 - Emp)	145.47			RICE, OTTOPASKAL D (000242 - Emp)	145.47		
	EP21-00100				Maintenance Mileage 11/9 - 11/13				01-8150-0-5200-001-0000-8110-0000			
	702082	1,021.50			ADVANCED SECURITY SYSTEMS (ADVSEC/1)	1,021.50			ADVANCED SECURITY SYSTEMS (ADVSEC/1)	1,021.50		
	543573				Security and Monitoring				01-8150-0-5800-001-0000-8110-2089			
	702083	1,406.95			Alameda Architecture (ALAMEI/1)	1,406.95			Alameda Architecture (ALAMEI/1)	1,406.95		
	MUSD 02-02				Greenwood Project				25-9011-0-5800-222-0000-8100-0000			
	702084	130.00			ALPHA ANALYTICAL LABS INC (ALPHAA/1)	130.00			ALPHA ANALYTICAL LABS INC (ALPHAA/1)	130.00		
	0112253-MENUSD				Open P.O. Water Testing				01-8150-0-5800-001-0000-8110-2096			
	702085	1,890.10			SYNCB/AMAZON (AMAZON/2)	1,890.10			SYNCB/AMAZON (AMAZON/2)	1,890.10		
	434696485873				Classroom Supplies				01-0000-0-4300-220-1110-1000-9009			64.70
	444539389686				Supplies				63-0000-0-4300-001-0000-6000-0000			20.47
	444663477734				Open PO for Maintenance Items				01-8150-0-4300-001-0000-8110-0000			30.19
	457958966933				Classroom Supplies				01-0000-0-4300-220-1110-1000-9009			64.70-
	466585893943				Supplies				63-0000-0-4300-001-0000-6000-0000			20.47
	467866979479				Legal Pads for DO				01-0000-0-4300-001-0000-7200-0000			8.62
	468854755476				Open PO for Various Supplies				63-0000-0-4300-001-0000-6000-0000			53.92
	497663639599				Open PO for Various Supplies				63-0000-0-4300-001-0000-6000-0000			61.11
	546479458876				Open PO for Various Supplies				63-0000-0-4300-001-0000-6000-0000			305.30
	559656895864				Open PO for Various Supplies				63-0000-0-4300-001-0000-6000-0000			62.16
	565654736785				Supplies				63-0000-0-4300-001-0000-6000-0000			425.80
	579669686645				Open PO for Various Supplies				63-0000-0-4300-001-0000-6000-0000			18.18
	579858556694				Open PO for Various Supplies				63-0000-0-4300-001-0000-6000-0000			107.26
	633749483673				Supplies				12-6105-0-4300-222-7110-1000-0000			70.99
	648569386543				Open PO for Various Supplies				63-0000-0-4300-001-0000-6000-0000			323.58
	773698458458				Open PO for Various Supplies				63-0000-0-4300-001-0000-6000-0000			160.93
	788359549799				Air Filter for District Office				01-0000-0-4300-001-0000-7200-9987			107.86
	795364795965				Open PO for Various Supplies				63-0000-0-4300-001-0000-6000-0000			72.28
	836355676979				Open PO for Maintenance Items				01-8150-0-4300-001-0000-8110-0000			40.98

Payment Id	Check #	Check Amt	Status	Printed	Comment	Check Amt	Status	Printed
	69	80.00			ARROW BENEFITS GROUP (009731/1)	80.00		80.00
	DP21-00227				Vision Claims 11/30 - 12/4			
	01	871.49			AT&T (AT&TC3/2)	871.49		
	15624452				Telephone Services			
					01-0000-0-5903-001-0000-7200-0000			110.13
					01-0000-0-5903-150-0000-2700-0000			197.03
					01-0000-0-5903-155-3100-2700-0000			22.47
					01-0000-0-5903-220-0000-2700-0000			251.81
					01-0000-0-5903-221-0000-2700-0000			66.93
					01-0000-0-5903-246-0000-2700-0000			87.65
					01-0740-0-5903-001-0000-3600-0000			20.81
					12-6105-0-5903-222-7110-8200-0000			70.85
	15624791				Telephone Services			23.00
	15624792				Telephone Services			20.81
	63	39.95			BUSINESS CARD (BUSINE/1)	39.95		
	68643				Annual License, Mate Media			
	01	6,063.03			DELL MARKETING LP (DELLMA/2)	6,063.03		
	10436553179				Laptop for Jason Morse			2,866.77
	10436944393				Workstation for James			3,196.26
	01	30.33			DUFFEY, PATRICK (PDUFFE/1)	30.33		
	DP21-00222				Student Internet			
	01	804.71			ED OLIVEIRA (EOLIVE/1)	804.71		
	DP21-00224				Student Internet			
	01	3,792.81			WASTE MANAGEMENT-UKIAH (0EMPWM/2)	3,792.81		
	1699-2561-7				Garbage Collection			1,687.88
					01-0000-0-5540-150-0000-8200-0000			1,593.98
					01-0000-0-5540-220-0000-8200-0000			366.50
	1700-2561-3				Garbage Collection			45.00
	1707-2561-8				Garbage Collection			99.45
	2724014-2561-1				Garbage Collection			
	01	230.65			ERIC CRUZ (ECRUZ/1)	230.65		
	DP21-00221				Student Internet			
	01	1,510.00			FEINER, DONNA (DFEINE/1)	1,510.00		
	NOVEMBER 2020				Water Testing, Treatment			
	01	1,080.97			FERRELL GAS (FERREL/1)	1,080.97		1,510.00
	1113637808				Heating Fuel, Multiple Sites			571.95
	1113639344				Heating Fuel, Multiple Sites			509.02
	01	654.61			CYPRESS HOLDINGS INC (HARVES/2)	654.61		

Payment Id	Check #	Check Amt	Status	Printed	Comment	Check Amt
	702096	654.61	Printed		CYPRESS HOLDINGS INC (HARVES/2) - continued	
49062 NOVEMBER 2020	01				Maintenance, Transportation, Cafeteria Supplies	141.54
49495 NOV 2020					MUSE Culinary	502.30
NOV 2020 49495					Classroom Supplies	10.77
Check # 702097	13	428.04	Printed		HOPPER DAIRY (HOPPER/1)	
67301586					Dairy for Cafeteria	311.04
67301628					Dairy for Cafeteria	117.00
Check # 702098	01	116.97	Printed		JESSICA BERMUDEZ (JBERMU/1)	
B1-369827284					Student Internet	116.97
Check # 702099	01	120.00	Printed		KEMPER ENVIRONMENTAL (KEMPER/1)	
1776					Water Testing	120.00
Check # 702100	01	180.00	Printed		LUNDQUIST, TAWNYA (TLUNDQ/1)	
DP21-00220					2 Months Student Internet	180.00
Check # 702101	01	411.70	Printed		MELINDA PRESCOTT (MPRESC/1)	
DP21-00225					Additional Mileage, Sept. and Oct.	170.20
DP21-00226					November Mileage	241.50
Check # 702102	01	2,071.08	Printed		MENDOCINO CITY COMM. SERV'S (MCITYC/1)	
C02000 NOV 2020					Sewer Service	709.92
C02001 NOV 2020					Sewer Service	95.13
C02003 NOV 2020					Sewer Service	1,021.11
C02040 NOV 2020					Sewer Service	244.92
Check # 702103	13	374.00	Printed		Mendocino Coast Produce (MCOPRO/2)	
23759					Produce for Cafeteria	374.00
Check # 702104	01	50.00	Printed		MENDOCINO COUNTY CLERK (MCTCYCL/1)	
DP21-00223					Notice of Exemption Fee to be Reimbursed by State	50.00
Check # 702105	63	265.00	Printed		CALL48 (01COMM/2)	
8856201201					Phone Services	265.00
Check # 702106	01	1,070.14	Printed		PG&E (00PG&E/1)	
6905412483-4 NOV2020					Electricity for District	1,070.14
Check # 702107	01	120.00	Printed		POSTMASTER - MENDOCINO (POSTME/1)	
DP21-00219					PO Box 226, 1 year	120.00
Check # 702108	01	144.50	Printed		QUILL CORPORATION (QUILLC/2)	
12019899					Envelopes for HS Office	144.50
Check # 702109	01	232.61	Printed		ROSSI BUILDING MATERIALS (ROSSIB/1)	
2011-220512					Maintenance Supplies	232.61



Payment Id	Comment	Check Amt	Status	Printed	Check Amt	Status	Printed
Check # 702110	13 Cafeteria Food	128.20	Printed	13-5310-0-4700-001-0000-3700-0000	128.20	Printed	128.20
Check # 702111	01 Medical Insurance	114,120.75	Printed	SISCMEDICAL (SISCME/1)	114,120.75	Printed	114,120.75
Check # 702112	12 Waste Disposal at Greenwood	63.41	Printed	SOLID WASTE OF WILLITS INC (SOLIDW/1)	63.41	Printed	63.41
Check # 702113	63 Supplies	857.50	Printed	STREAKWAVE (STREAK/1)	857.50	Printed	857.50
Check # 702114	13 Cafeteria Food	929.03	Printed	SYSCO FOOD SERVICES OF SF INC (SYSCOF/1)	929.03	Printed	929.03
Check # 702115	01 Increased Internet at HS	482.54	Printed	U.S. CELLULAR (USCELL/1)	482.54	Printed	482.54
Check # 702116	63 Specialized Services	1,102.01	Printed	US BANK CORPORATE PAYMENT SYS (USBANK/2)	1,102.01	Printed	1,102.01
201579958X364954S	Paddle.com	115.64	Printed	63-0000-0-5800-001-0000-6000-0000	115.64	Printed	115.64
2681593954	USCC Call Center	49.99	Printed	63-0000-0-5800-001-0000-6000-0000	49.99	Printed	49.99
2681594192	USCC Call Center	40.71	Printed	63-0000-0-5800-001-0000-6000-0000	40.71	Printed	40.71
419748862	Specialized Services	86.88	Printed	63-0000-0-5800-001-0000-6000-0000	86.88	Printed	86.88
50842678	Specialized Services	188.00	Printed	63-0000-0-5800-001-0000-6000-0000	188.00	Printed	188.00
6YF42843B9115921E	Specialized Services	10.00	Printed	63-0000-0-5800-001-0000-6000-0000	10.00	Printed	10.00
7363	Eagle Electronics	38.00	Printed	63-0000-0-5800-001-0000-6000-0000	38.00	Printed	38.00
76A44585K6223023T	Facebook Ads	135.37	Printed	63-0000-0-4300-001-0000-6000-0000	135.37	Printed	135.37
FOS10902414E	Supplies	10.00	Printed	63-0000-0-5800-001-0000-6000-0000	10.00	Printed	10.00
INV13324551	Specialized Services	392.43	Printed	63-0000-0-4300-001-0000-6000-0000	392.43	Printed	392.43
Check # 702117	13 Specialized Services	1,758.13	Printed	US FOODS//DEPT 34766 (USFOOD/2)	1,758.13	Printed	1,758.13
5010692	Cafeteria Food and Snack	1,941.18	Printed	13-5310-0-4700-001-0000-3700-0000	1,941.18	Printed	1,941.18
5943997	Cafeteria Food and Snack	183.05-	Printed	13-5310-0-4700-001-0000-3700-0000	183.05-	Printed	183.05-
Check # 702118	63 Phone Services	389.25	Printed	VERIZON WIRELESS (VERIZO/1)	389.25	Printed	389.25
9345423013	Phone Services	92.19	Printed	01-0000-0-5902-001-0000-7150-0000	92.19	Printed	92.19
		43.86	Printed	01-1100-0-5903-220-0000-2420-6500	43.86	Printed	43.86
		96.55	Printed	01-8150-0-5800-001-0000-8110-0000	96.55	Printed	96.55
Check # 702119	01 Custodial Supplies	79.65	Printed	63-0000-0-5902-001-0000-6000-0000	79.65	Printed	79.65
79659860	Custodial Supplies	79.65	Printed	WAXIE SANITARY SUPPLY (009737/1)	79.65	Printed	79.65
		01-0000-0-4300-001-0000-8200-0000	Printed	01-0000-0-4300-001-0000-8200-0000		Printed	



Payment Id	Check #	MCN	Comment	Check Amt	37.00	Status	Printed	WHISPERING PINES WATER (WHISPE/2)	37.00
	63		Drinking Water					63-0000-0-5500-001-0000-6000-0000	
	01		Copy Machine Rental		212.40			XEROX CORPORATION (XEROXC/2)	212.40
012053888								01-0000-0-5600-001-0000-7200-0000	

Number of Items 45 Totals for Register 000137 145,998.14

2021 FUND-OBJ Expense Summary / Register 000137

01-4300	1,157.48	
01-4400	6,063.03	
01-5200	700.92	
01-5510	1,070.14	
01-5520	1,080.97	
01-5530	2,071.08	
01-5540	3,792.81	
01-5600	332.40	
01-5800	2,928.05	
01-5900	1,845.20	
01-5902	92.19	
01-5903	844.50	
01-9110*		136,099.52-
01-9514	114,120.75	
<b>Totals for Fund 01</b>	<b>136,099.52</b>	<b>136,099.52-</b>
12-4300	70.99	
12-5540	63.41	
12-5903	70.85	
12-9110*		205.25-
<b>Totals for Fund 12</b>	<b>205.25</b>	<b>205.25-</b>
13-4700	3,758.94	
13-9110*		3,758.94-
<b>Totals for Fund 13</b>	<b>3,758.94</b>	<b>3,758.94-</b>
25-5800	1,406.95	
25-9110*		1,406.95-
<b>Totals for Fund 25</b>	<b>1,406.95</b>	<b>1,406.95-</b>
63-4300	3,084.29	

2021 FUND-OBJ Expense Summary / Register 000137 (continued)

63-5200	340.52	
63-5500	37.00	
63-5800	631.55	
63-5902	156.65	
63-5903	265.00	
63-9110*	4,447.48-	
63-9550*	67.53-	
<b>Totals for Fund 63</b>	<b>4,515.01</b>	<b>4,515.01-</b>
69-5800	80.00	
69-9110*	80.00-	
<b>Totals for Fund 69</b>	<b>80.00</b>	<b>80.00-</b>
<b>Totals for Register 000137</b>	<b>146,065.67</b>	<b>146,065.67-</b>

\* denotes System Generated entry

Net change to Cash 9110 145,998.14- Credit

Register 000138 - 12/17/2020

Bank Account COUNTY - AP Checks

Payment Id	Check #	Check Amt	Check Amt	Status	Printed	Comment	Check Amt
	DP21-00249	01	130.00	Status	Printed	NANCY ALCANTAR (NANCY ALCAN - Payee)	130.00
	DP21-00249	01	130.00	Status	Printed	Eye Exam, Leo Alcantar	130.00
	DP21-00229	25	1,232.64	Status	Cleared	VALERIE LASCIAK (VALERIE LAS - Payee)	1,232.64
	DP21-00229	25	1,232.64	Status	Cleared	Refund for Cancelled Project	1,232.64
	EP21-00108	01	74.00	Status	Printed	DRAYER, JESSICA (000559 - Emp)	74.00
	EP21-00108	01	74.00	Status	Printed	Classroom Supplies	74.00
	EP21-00286	01	701.03	Status	Cleared	JIMENEZ, MARTHA C (001455 - Emp)	701.03
	EP21-00107					Shopping and Home Visit Mileage	110.40
	EP21-00109					Yoga Mat for Student	23.78
	EP21-00110					Food for Families, Mileage	520.85
	EP21-00110					Food for Families, Mileage	46.00
	EP21-00287	01	61.97	Status	Cleared	LEAVITT, LAURA M (001502 - Emp)	61.97
	EP21-00106					Classroom Supplies	61.97
	EP21-00288	01	117.15	Status	Cleared	PRICE, DIANE (000173 - Emp)	117.15
	EP21-00111					Garden Supplies	117.15
	EP21-00289	01	222.00	Status	Cleared	RICE, OTTOPASKAL D (000242 - Emp)	222.00
	EP21-00103					Maintenance Mileage 11/16 - 11/20	81.65
	EP21-00104					Maintenance Mileage 12/5 & 12/6	56.35
	EP21-00105					Maintenance Cell Phone	84.00
	EP21-00105					Maintenance Cell Phone	84.00
	EP21-00287	69	865.00	Status	Cleared	ARROW BENEFITS GROUP (009731/1)	865.00
	EP21-00287	69	865.00	Status	Cleared	Arrow Benefits Group	865.00
	EP21-00259					Vision Claims 12/7 - 12/11	865.00
	EP21-00281	01	155.87	Status	Printed	ATLANTIS HEATING & COOLING (ATLANT1)	155.87
	EP21-00281	01	155.87	Status	Printed	ATLANTIS HEATING & COOLING (ATLANT1)	155.87
	5001					Fusible Links for Fire Dampers	67.87
	5001					Fusible Links for Fire Dampers	88.00
	EP21-00282	63	1,246.30	Status	Cleared	BANDWIDTH INC. (BANDWI/1)	1,246.30
	BWUS10547596					Open Purchase Order for Telephone Services	1,246.30
	EP21-00283	14	950.00	Status	Printed	DUBOSE TREE SERVICE (DUBOSE/1)	950.00
	EP21-00250					Tree Work HS Tennis Courts	950.00
	EP21-00284	12	204.99	Status	Cleared	ELK CO. WATER DISTRICT (ELKCOW/1)	204.99
	EP21-00284	12	204.99	Status	Cleared	Elk Co. Water District	204.99
	20620					Water Monitoring, Greenwood	204.99
	EP21-00285	01	5,264.50	Status	Printed	COUNTY OF MENDOCINO ENVIRONMENTAL HEALTH (ENVHEA/1)	5,264.50
	EP21-00285	01	5,264.50	Status	Printed	County of Mendocino Environmental Health	5,264.50
	EH39853					Haz Mat Permit, High School	1,171.50
	EH39854					Haz Mat Permit, K8 School	1,499.50
	EH39855					Haz Mat Permit, DO and Bus Barn	1,306.50
	EH39856					Haz Mat Permit, Maintenance Yard	696.00

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 12/17/2020, Ending Check Date = 12/17/2020, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

046 - Mendocino Unified School District

Generated for Tiffany Grant (TGRANT), Dec 28 2020 1:16PM

Payment Id	Check #	Check Amt	Status	Printed	Comment	Check Amt	Status	Printed	Comment
	EH40627	5,264.50			Food Facility Permit, Comptche	5,264.50			COUNTY OF MENDOCINO ENVIRONMENTAL HEALTH (ENVHEA/1) - continued
	EH40628				Food Facility Permit, High School				13- 5310-0- 5800- 001- 0000- 3700- 0000
		204.27				204.27			13- 5310-0- 5800- 001- 0000- 3700- 0000
									FERRELL GAS (FERREL/1)
					Heating Fuel				63- 0000-0- 5520- 001- 0000- 6000- 0000
					Heating Fuel				63- 0000-0- 5520- 001- 0000- 6000- 0000
		149.85				149.85			FRANCOTYP-POSTALIA, INC. (FPMAIL/1)
					Ink Cartridges for Postage Meter				01- 0000-0- 4300- 001- 0000- 7200- 0000
		217.54				217.54			FRIEDMAN'S HOME IMPROVEMENT (FRIEDM/2)
					Blanket PO for Maintenance Supplies				01- 8150-0- 4300- 001- 0000- 8110- 0000
		32,069.15				32,069.15			GHD INC. (000GHD/2)
					Water Project				01- 0000-0- 5800- 001- 0000- 8100- 0000
					Water Project				01- 0000-0- 5800- 001- 0000- 8100- 0000
					Water Project				01- 0000-0- 5800- 001- 0000- 8100- 0000
					Water Project				01- 0000-0- 5800- 001- 0000- 8100- 0000
		437.73				437.73			CYPRESS HOLDINGS INC (HARVES/2)
					Maintenance, Transportation, Cafeteria Supplies				01- 8150-0- 4300- 001- 0000- 8110- 0000
					Custodial Supplies				01- 0000-0- 4300- 001- 0000- 8200- 0000
		985.02				985.02			HOPPER DAIRY (HOPPER/1)
					Dairy for Cafeteria				13- 5310-0- 4700- 001- 0000- 3700- 0000
					Dairy for Cafeteria				13- 5310-0- 4700- 001- 0000- 3700- 0000
					Dairy for Cafeteria				13- 5310-0- 4700- 001- 0000- 3700- 0000
					Dairy for Cafeteria				13- 5310-0- 4700- 001- 0000- 3700- 0000
					Dairy for Cafeteria				13- 5310-0- 4700- 001- 0000- 3700- 0000
		710.30				710.30			KELLY MOORE PAINTS (KELLYM/2)
					Paint				01- 8150-0- 4300- 001- 0000- 8110- 0000
		147.00				147.00			LISA HARVEY, OD (LHARVE/1)
					Leo Alanis Alcantar Eye Exam				01- 0001-0- 5800- 220- 0000- 3130- 1137
		150.00				150.00			MARCELLA BALTAZAR (MBALTA/1)
					Student Internet				01- 0000-0- 5900- 001- 0000- 2420- 9987
		121.44				121.44			MENDOCINO CITY COMM. SERV'S (MCITYC/1)
					Sewer Service				63- 0000-0- 5530- 001- 0000- 6000- 0000
		436.00				436.00			Mendocino Coast Produce (MCOPRO/2)
					Produce for Cafeteria				13- 5310-0- 4700- 001- 0000- 3700- 0000
					Produce for Cafeteria				13- 5310-0- 4700- 001- 0000- 3700- 0000
					Produce for Cafeteria				13- 5310-0- 4700- 001- 0000- 3700- 0000

Payment Id	Check #	Check Amt	Status	Printed	Comment	Check Amt
	702886	13	436.00	Printed	Mendocino Coast Produce (MCOPRO/2) - continued	124.00
23814					13-5310-0-4700-001-0000-3700-0000	
	702887	01	410.00	Printed	MENDOCINO COLLEGE FISCAL SERVICES (MCOLLE/3)	410.00
964					01-0000-0-5800-150-1110-1000-9009	
	702888	01	300.00	Cleared	PROMEYO LLC (PROME/2)	410.00
159337					01-0000-0-4400-220-1110-2420-9987	
	702889	21	25,259.20	Printed	QUATTROCCHI KWOK ARCHITECTS (QUATTR/1)	300.00
21648					21-0000-0-6200-150-0000-8500-9911	25,259.20
	702890	01	124.03	Cleared	QUILL CORPORATION (QUILLC/2)	
12687400					01-0000-0-4300-150-0000-2700-9009	15.49
12696494					01-0000-0-4300-150-0000-2700-9009	108.54
	702891	01	3,701.57	Cleared	REDWOOD COAST FUELS (RWCOAS/1)	
1091683					01-1100-0-5520-220-0000-8200-0000	3,701.57
	702892	01	414.13	Cleared	RHOADS AUTO PARTS INC. (RHOADS/1)	
3140 NOVEMBER 2020					01-0740-0-4365-001-0000-3600-0000	414.13
	702893	21	5,443.50	Printed	RINCON CONSULTANTS INC. (RINCOG/1)	
26650					21-0000-0-5800-150-0000-8500-0000	5,443.50
	702894	01	1,065.00	Printed	SCHOOL & COLLEGE LEGAL SVCS (SCHAND/1)	
IN21-01102					01-0000-0-5802-001-0000-7110-0000	1,065.00
	702895	01	463.29	Printed	SHILIA STEWART (SSTEW/1)	
DP21-00228					01-0000-0-5900-001-0000-2420-9987	463.29
	702896	63	1,215.18	Cleared	STREAKWAVE (STREAK/1)	
921781					63-0000-0-4300-001-0000-6000-0000	1,215.18
	702897	13	799.36	Cleared	UKIAH PAPER SUPPLY INC (UKIAHP/1)	92.97
517653					13-5310-0-4300-001-0000-3700-0000	305.18
517859					13-5310-0-4300-001-0000-3700-0000	494.18
	702898	01	3,667.51	Cleared	US BANK CORPORATE PAYMENT SYS (USBANK/2)	
516337					01-0740-0-4300-001-0000-3600-9987	349.01
DP21-00230					01-0811-0-5800-001-5770-1120-0000	270.00
DP21-00231					01-0811-0-5800-001-5770-1120-0000	3.10
DP21-00232					01-0000-0-5900-001-0000-2420-9987	59.99
DP21-00233					01-0000-0-5900-001-0000-2420-9987	35.00
DP21-00234					01-0000-0-5800-001-0000-7200-0000	384.00
DP21-00235					01-0811-0-5800-001-5770-1120-0000	290.13

ReqPay04b

Check Register with Accounts

Register 000138 - 12/17/2020

Bank Account COUNTY - AP Checks

Payment Id	Comment	Check Amt	3,667.51	Status	Cleared	US BANK CORPORATE PAYMENT SYS (USBANK/2) - continued	
DP21-00236	Student Internet					01-0000-0-5900-001-0000-2420-9987	100.00
DP21-00237	Student Internet					01-0000-0-5900-001-0000-2420-9987	100.00
DP21-00238	Student Internet					01-0000-0-5900-001-0000-2420-9987	130.77
DP21-00239	Student Internet					01-0000-0-5900-001-0000-2420-9987	175.78
DP21-00240	Student Internet					01-0000-0-5900-001-0000-2420-9987	175.78
DP21-00241	Student Internet					01-0000-0-5900-001-0000-2420-9987	130.77
DP21-00242	Student Internet					01-0000-0-5900-001-0000-2420-9987	175.78
DP21-00243	Student Internet					01-0000-0-5900-001-0000-2420-9987	175.88
DP21-00244	Student Internet					01-0000-0-5900-001-0000-2420-9987	130.77
DP21-00245	Student Internet					01-0000-0-5900-001-0000-2420-9987	175.78
DP21-00246	Student Internet					01-0000-0-5900-001-0000-2420-9987	175.78
DP21-00251	Headsets for Sunrise					01-0811-0-4300-199-5770-1120-0000	164.98
DP21-00252	EdPuzzle Subscription, Serena					01-0000-0-5800-150-1110-1000-9009	11.50
DP21-00253	CleanFeed Subscription, 1 month					01-0000-0-5800-150-1110-1000-9987	22.00
DP21-00254	Zoom Webinar 100 Monthly					01-0000-0-5800-150-1110-1000-9987	40.00
DP21-00255	Stamps					01-0000-0-5904-150-0000-2700-9009	55.00
DP21-00256	20 Pins					01-0795-0-4300-150-1110-1000-0000	79.60
						01-0795-0-4300-150-1110-1000-0000	5.51
DP21-00257	Monthly EdPuzzle Subscription, Serena Acker					01-0000-0-5800-150-1110-1000-9009	11.50
DP21-00258	ipad cases					01-0811-0-4300-150-5770-1120-0000	176.55
INV50381507	Zoom Subscription Fees					01-0000-0-5800-150-1110-1000-9987	68.06
<b>Check # 702899</b>		<b>1,448.13</b>	<b>Status</b>	<b>Cleared</b>	<b>US FOODS//DEPT 34766 (USFOOD/2)</b>		
5127285	Cafeteria Food and Snack					13-5310-0-4700-001-0000-3700-0000	886.92
						13-5310-0-4700-001-0000-3700-8634	561.21
<b>Check # 702900</b>		<b>5,830.82</b>	<b>Status</b>	<b>Cleared</b>	<b>WAXIE SANITARY SUPPLY (009737/1)</b>		
79677525	Ionizing Sprayer					01-0000-0-4300-001-0000-8200-9987	5,377.91
79677537	Custodial Supplies					01-0000-0-4300-001-0000-8200-0000	452.91
<b>Check # 702901</b>		<b>24.00</b>	<b>Status</b>	<b>Printed</b>	<b>WHISPERING PINES WATER (WHISPE/2)</b>		
20201130 HIGH SCHOOL	Dispenser Rental					01-0000-0-4300-150-0000-2700-9009	24.00
<b>Check # 702902</b>		<b>1,070.11</b>	<b>Status</b>	<b>Cleared</b>	<b>XEROX CORPORATION (XEROXC/2)</b>		
012053886	Copy Machine Rental					01-0000-0-5600-220-0000-2420-0000	156.58
012053887	Copy Machine Rental					01-0000-0-5600-150-0000-2420-0000	171.98
012053889	Copy Machine Rental					01-0000-0-5600-150-0000-2700-0000	184.02
012053890	Copy Machine Rental					01-0000-0-5600-220-0000-2700-0000	450.43
012053891	Copy Machine Rental					01-0000-0-5600-246-0000-2700-0000	51.59
012053892	Copy Machine Rental					01-0000-0-5600-221-0000-2700-0000	55.51

Payment Id Comment

Number of Items 40

98,089.58 Totals for Register 000138

2021 FUND-OBJ Expense Summary / Register 000138

01-4300	9,135.54	
01-4365	414.13	
01-4400	300.00	
01-5200	294.40	
01-5520	3,701.57	
01-5600	1,070.11	
01-5800	38,617.94	
01-5802	1,065.00	
01-5900	2,355.37	
01-5903	84.00	
01-5904	55.00	
01-9110*		57,087.55-
01-9550*		5.51-
<b>Totals for Fund 01</b>	<b>57,093.06</b>	<b>57,093.06-</b>
12-5530	204.99	
12-9110*		204.99-
<b>Totals for Fund 12</b>	<b>204.99</b>	<b>204.99-</b>
13-4300	799.36	
13-4700	2,869.15	
13-5800	591.00	
13-9110*		4,259.51-
<b>Totals for Fund 13</b>	<b>4,259.51</b>	<b>4,259.51-</b>
14-4300	950.00	
14-9110*		950.00-
<b>Totals for Fund 14</b>	<b>950.00</b>	<b>950.00-</b>
21-5800	5,443.50	
21-6200	25,259.20	
21-9110*		30,702.70-
<b>Totals for Fund 21</b>	<b>30,702.70</b>	<b>30,702.70-</b>
25-8681	1,232.64	

2021 FUND-OBJ Expense Summary / Register 000138 (continued)

25-9110*		1,232.64	
<b>Totals for Fund 25</b>		<b>1,232.64</b>	<b>1,232.64</b>
63-4300		1,308.15	
63-5520		204.27	
63-5530		121.44	
63-5903		1,246.30	
63-9110*			2,787.19
63-9550*			92.97
<b>Totals for Fund 63</b>		<b>2,880.16</b>	<b>2,880.16</b>
69-5800		865.00	
69-9110*			865.00
<b>Totals for Fund 69</b>		<b>865.00</b>	<b>865.00</b>
<b>Totals for Register 000138</b>		<b>98,188.06</b>	<b>98,188.06</b>

\* denotes System Generated entry

Net change to Cash 9110 98,089.58-Credit



Payment Id	Check #	Check Amt	Comment	Status	Printed	74.17	113.85	2,905.72	509.98	175.95	78.20	92.57	179.97	2,898.40	729.50	2,435.70
EP21-00114	63	Wireless Mileage 11/18 - 12/10	BUCH, ROB A (000030 - Emp)	Printed	63-0000-0-5200-001-0000-6000-0000	74.17										
EP21-00117	63	Mileage 12/4 - 12/14	FRIEDLEY, ZACHARY R (001527 - Emp)	Printed	63-0000-0-5200-001-0000-6000-0000		113.85									
EP21-00118	01	Holiday Gifts, Food for Families	JIMENEZ, MARTHA C (001455 - Emp)	Printed	01-0000-0-4300-001-0000-3130-1146			2,905.72								
EP21-00119		Holiday Gifts, Food for FRC		Printed	01-0000-0-4300-001-0000-3130-1146				509.98							
EP21-00112	01	Student Internet	KENTON, CHRISTINE A (000109 - Emp)	Printed	01-0000-0-5900-001-0000-2420-9987					175.95						
EP21-00120	01	Comptche, Albion, Elk December 1-7 Cleaning Mileage	MUELLER, BARBARA L (000150 - Emp)	Printed	01-0000-0-5200-001-0000-8200-0000						78.20					
EP21-00121	01	Comptche, Albion December 8-17 Cleaning Mileage		Printed	01-0000-0-5200-001-0000-8200-0000							92.57				
EP21-00113	63	Dispatch Mileage 7/29 - 8/05	RAMOS CORTES, MARCO A (001471 - Emp)	Printed	63-0000-0-5200-001-0000-6000-0000								179.97			
EP21-00122	01	Maintenance Mileage 12/14 - 12/18	RICE, OTTOPASKAL D (000242 - Emp)	Printed	01-8150-0-5200-001-0000-8110-0000									2,898.40		
EP21-00115	63	Dispatch Mileage 11/10 - 11/23	STARKWEATHER, MATTHEW A (001214 - Emp)	Printed	63-0000-0-5200-001-0000-6000-0000										729.50	
EP21-00116	63	Dispatch Mileage 11/30 - 12/7		Printed	63-0000-0-5200-001-0000-6000-0000											2,435.70
444356493395	01	10 Chromebooks	SYNCB/AMAZON (AMAZON/2)	Printed	01-0000-0-4400-220-1110-2420-9987											
666835845675		3 Month Wall Calendars for DO		Printed	01-0000-0-4300-001-0000-7200-0000											
699679477455		Open PO for Various Supplies		Printed	63-0000-0-4300-001-0000-6000-0000											
765949475744		10 Chromebooks		Printed	01-0000-0-4400-220-1110-2420-9987											
769679456347		Open PO for Various Supplies		Printed	63-0000-0-4300-001-0000-6000-0000											
779599396574		Open PO for Various Supplies		Printed	63-0000-0-4300-001-0000-6000-0000											
793799974635		Open PO for Various Supplies		Printed	63-0000-0-4300-001-0000-6000-0000											
886695759459		Address Labels		Printed	01-0000-0-4300-001-0000-7200-0000											
18717 DEC 20-21	01	Dental Benefits	ARROW BENEFITS GROUP (009731/1)	Printed	01-0000-0-9514-000-0000-0000-0000											
DP21-00263		Vision Claims 12/14 - 12/18		Printed	69-0000-0-5800-000-0000-6000-0000											
707 93740496539NOV20	63	Telephone Services	AT&T (00AT&T/1)	Printed	63-0000-0-5903-001-0000-6000-0000											

Payment Id	Comment	Check #	Check Amt	Status	Printed	AT&T (00AT&T/1) - continued	2,435.70
831-000-9904426DEC20	Telephone Services	63	3,616.08	Printed	63-0000-0-5903-001-0000-6000-0000	BERKELEY COMMUNICATIONS (BERKEL/2)	2,342.80
17344	Support Services	63	806.00	Printed	63-0000-0-5800-001-0000-6000-0000	COUNTY OF MENDOCINO ENVIRONMENTAL HEALTH (ENVHEA/1)	3,616.08
EH40682	Food Facility Permit, K8 School	13		Printed	13-5310-0-5800-001-0000-3700-0000		443.00
EH40689	Food Facility Permit, Albion			Printed	13-5310-0-5800-001-0000-3700-0000		363.00
7-202-52559	Shipping Services	63	29.07	Printed	63-0000-0-5904-001-0000-6000-0000	FEDERAL EXPRESS CORP. (FEDEXC/1)	29.07
1275214	Open PO for Classified Advertising	01	1,584.00	Printed	01-0000-0-5811-001-0000-7200-0000	FORT BRAGG ADVOCATE NEWS MENDOCINO BEACON (FBADVO/2)	1,584.00
R1104629539	Blanket P.O. for Postage Meter	63	93.69	Printed	63-0000-0-5904-001-0000-6000-0000	FRANCOTYP-POSTALIA, INC. (FPMAIL/1)	93.69
1094	Masks	63	272.19	Printed	63-0000-0-4300-001-0000-6000-0000	GOOD MORNING GRAPHICS (GOODMO/1)	272.19
DP21-00262	Student Internet	01	63.00	Printed	01-0000-0-5900-001-0000-2420-9987	JAUNDA BROWN (JBROWN/1)	63.00
DP21-00260	Student Internet	01	105.00	Printed	01-0000-0-5900-001-0000-2420-9987	JOHN HOLMES (JHOLME/1)	70.00
DP21-00261	Student Internet			Printed	01-0000-0-5900-001-0000-2420-9987		35.00
11-30-20 MUSD K-8	Drinking Water, K8	01	60.00	Printed	01-0000-0-4300-220-1110-1000-9009	MOUNTAIN FRESH SPRING WATER (MOUNTA/1)	60.00
141764028001	Classroom and Office Supplies	01	62.28	Printed	01-0000-0-4300-220-1110-1000-9009	OFFICE DEPOT (OFFICD/2)	31.15
0483535710-6 NOV2020	Electricity for District	01	4,380.32	Printed	01-0000-0-5510-001-0000-8200-0000	PG&E (00PG&E/1)	31.13
				Printed	01-0000-0-5510-006-0000-8200-0000		37.35
				Printed	01-0000-0-5510-150-0000-8200-0000		25.53
				Printed	01-0000-0-5510-220-0000-8200-0000		122.83
				Printed	01-0000-0-5510-221-0000-8200-0000		9.67
				Printed	01-0000-0-5510-223-0000-8200-0000		7.15
				Printed	01-0000-0-5510-246-0000-8200-0000		2.94
				Printed	01-0740-0-5510-001-0000-8200-0000		10.40
				Printed	12-6105-0-5510-222-7110-8200-0000		12.21
				Printed	01-0000-0-5510-001-0000-8200-0000		3.97
4668452137-3NOV2020	Electricity for District			Printed	01-0000-0-5510-001-0000-8200-0000		764.47

Payment Id	Comment	Check #	Check Amt	Status	Printed	PG&E (00PG&E/1) - continued	
4668452137-3NOV2020	Electricity for District	01	4,380.32	Printed	01-0000-0-5510-150-0000-8200-0000	2,394.97	
					01-0000-0-5510-220-0000-8200-0000	24.64	
					01-0000-0-5510-221-0000-8200-0000	184.36	
					01-0000-0-5510-223-0000-8200-0000	37.62	
					01-0740-0-5510-001-0000-8200-0000	331.09	
					12-6105-0-5510-222-7110-8200-0000	411.12	
Check # 703458		21	9,175.00	Printed	SAGE ENERGY CONSULTING (SAGEEN/1)		
2450	Work Completed through 11-30-20				21-0000-0-5800-150-0000-8500-9911	9,175.00	
Check # 703459		13	686.85	Printed	CALIFORNIA DEPT OF EDUCATION// CASHIERS OFFICE (STOFC1/2)		
78642	Cafe Food from State Commodities				13-5310-0-4700-001-0000-3700-0000	686.85	
Check # 703460		63	2,288.57	Printed	SUNO FIBER (SUMOFI/1)		
234031	Phone Services				63-0000-0-5903-001-0000-6000-0000	2,288.57	
Check # 703461		01	962.56	Printed	SUN LIFE FINANCIAL (SUNLIF/1)		
JANUARY 20-21	Employee Life Insurance				01-0000-0-9514-000-0000-0000-0000	962.56	
Check # 703462		01	113.94	Printed	THOMPSON'S PORTASEPTIC INC. (THOMPS/1)		
11553	Soccer Field Unit				01-0000-0-5800-150-1110-4200-0000	113.94	
Check # 703463		63	3,490.47	Printed	TPX COMMUNICATIONS (TPXCOM/1)		
137351329-0	Phone Services				63-0000-0-5903-001-0000-6000-0000	3,490.47	
Check # 703464		13	33.05	Printed	UKIAH PAPER SUPPLY INC (UKIAHP/1)		
518027	Paper Products for Cafeteria				13-5310-0-4300-001-0000-3700-0000	33.05	
Check # 703465		63	5,240.40	Printed	WIZARD TOWER TECHNOLOGIES (WIZARD/1)		
389231	Phone Services				63-0000-0-5903-001-0000-6000-0000	5,240.40	
Check # 703466		01	195.21	Printed	XEROX CORPORATION (XEROXC/2)		
012100648	Copy Machine Rental				01-0000-0-5600-155-0000-2700-0000	146.79	
012164859	Copy Machine Rental				12-6105-0-5600-222-7110-1000-0000	48.42	
Check # 703467		63	110.30	Printed	DexYP (0000YP/1)		
800438395DEC2020	Yellow Pages Advertising				63-0000-0-5811-001-0000-6000-0000	110.30	

Number of Items 32 Totals for Register 000139 43,561.99

2021 FUND-OBJ Expense Summary / Register 000139

01-4300	3,115.73
01-4400	2,558.82
01-5200	303.60
01-5510	3,965.23

Selection Sorted by Check Number, Inv #, Include Address=No, (Org = 46, Source = N, Pay To = N, Payment Method = N, Starting Check Date = 12/31/2020, Summary? = Y, Sort/Group 1 = 1, Sort/Group 2 = )

2021 FUND-OBJ Expense Summary / Register 000139 (continued)

01-5600	146.79	
01-5800	113.94	
01-5811	1,584.00	
01-5900	677.98	
01-9110*		13,998.15-
01-9514	1,532.06	
<b>Totals for Fund 01</b>	<b>13,998.15</b>	<b>13,998.15-</b>
12-5510	415.09	
12-5600	48.42	
12-9110*		463.51-
<b>Totals for Fund 12</b>	<b>463.51</b>	<b>463.51-</b>
13-4300	33.05	
13-4700	686.85	
13-5800	806.00	
13-9110*		1,525.90-
<b>Totals for Fund 13</b>	<b>1,525.90</b>	<b>1,525.90-</b>
21-5800	9,175.00	
21-9110*		9,175.00-
<b>Totals for Fund 21</b>	<b>9,175.00</b>	<b>9,175.00-</b>
63-4300	488.96	
63-5200	446.19	
63-5800	3,616.08	
63-5811	110.30	
63-5903	13,455.14	
63-5904	122.76	
63-9110*		18,239.43-
<b>Totals for Fund 63</b>	<b>18,239.43</b>	<b>18,239.43-</b>
69-5800	160.00	
69-9110*		160.00-
<b>Totals for Fund 69</b>	<b>160.00</b>	<b>160.00-</b>
<b>Totals for Register 000139</b>	<b>43,561.99</b>	<b>43,561.99-</b>

\* denotes System Generated entry

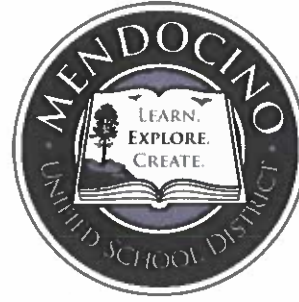
Net change to Cash 9110 43,561.99-Credit

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# Mendocino Unified School District

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## MINUTES

### Regular Board Meeting

**DECEMBER 14, 2020**

**MENDOCINO K-8 SCHOOL  
44261 LITTLE LAKE ROAD  
MENDOCINO, CA 95460**

**4:00 P.M. CLOSED SESSION - VIA TELECONFERENCE**

(Closed Session Public Hearing – link on page 2)

**5:00 P.M. OPEN SESSION - VIA TELECONFERENCE**

Join Zoom Meeting

<https://zoom.us/j/95823804585?pwd=UFQ0cGZMb3FMTzUrUldOeDNHV0NBUT09>

Meeting ID: 958 2380 4585 Passcode: V92xfV

Dial by your location

+1 669 900 9128 US (San Jose)

Meeting ID: 958 2380 4585 Passcode: 233939

*Please "mute" your device during the meeting.*

*MUSD is not available for technical support for remote meetings.*

***If the public wishes to make a comment regarding any closed session item before the Board adjourns to closed session, please email [JMorse@mcn.org](mailto:JMorse@mcn.org)***

#### **Board Priorities**

- *Develop and expand community partnerships and communication*
- *Increase learning and achievement for all students, families, and staff*
- *Plan wisely for the future while maintaining fiscal integrity*
- *Maintain and improve the physical plant*

Any writings distributed either as part of the Board packet, or within 72 hours of a meeting, can be viewed at the District Office: 44141 Little Lake Road, Mendocino, CA 95460. Board backup materials are also located on the MUSD website at <http://www.mendocinoused.org/District/2285-Untitled.html>

In compliance with Government Code section 54954.2(a) Mendocino Unified School District will, on request, make agendas available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability related modification or accommodation in order to participate in the meeting should contact, Erin Placido Exec. Assistant to the Superintendent, in writing at P.O. Box 1154, Mendocino, CA 95460 or via email at [doerin@mcn.org](mailto:doerin@mcn.org).

**MENDOCINO UNIFIED SCHOOL DISTRICT IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER**

**1. 4:00 P.M., CLOSED SESSION CALL TO ORDER AND ROLL CALL**

1.1. Call to order and roll call

*The meeting was called to order at 4:02 PM. Virtually present were Trustees Gay, Morton, Grinberg, Schaeffer, Aum. The meeting was re-opened at 6:43 PM at the conclusion of Open Session.*

1.2. The President will verbally identify the agenda items to be discussed during closed session as listed below.

*The President verbally identified the agenda items to be discussed.*

**2. PUBLIC HEARING FOR CLOSED SESSION**

Members of the public may take this opportunity to comment on closed session agenda items per Board Policy 9322. Under the requirements of the Brown Act open meeting law, members of the community wishing to address an item on the closed session agenda may do so at this time. Items not on the agenda cannot be addressed at this time. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes. (Government Code 54954.3).

<https://zoom.us/j/96418322633?pwd=Y0VPOHZPT3JOZjVySE45bjk2RDhXZz09>

Meeting ID: 964 1832 2633 Passcode: 9fADsc

Dial by your location: +1 669 900 9128 US (San Jose) Meeting ID: 964 1832 2633 Passcode: 470770

*There were no members of the public present.*

**3. CLOSED SESSION**

The Board will adjourn to closed session pursuant to Government Code 54950 - 54962.

3.1. Conference with labor negotiators (Govt. Code 54957.6) Agency Representative: Superintendent Jason Morse

Employee organizations: CEMUS and MTA bargaining units and unrepresented employees

3.2. Employment/Personnel Changes

3.3. Conference with Legal Counsel – Existing Litigation (Govt. Code 54956.9): OAH Case No. 2020100003

3.4. Public Employee Discipline/Dismissal/Release (Govt. Code 54957)

**4. 5:00 P.M. RECONVENE TO OPEN SESSION**

4.1. Call to order and roll call

*The meeting was called to order at 5:04 PM. Virtually present were Trustees Gay, Morton, Grinberg, Schaeffer, Aum and Student Trustee Jung.*

4.2. Closed session disclosure

Any reportable action taken during closed session will be disclosed at this time.

*There was nothing to report from closed session other than the Board will continue with Closed Session at the conclusion of Open Session.*

*Upon re-opening of Closed Session at 6:43 PM, the Board voted 3/2 on OAH Case No. 2020100003.*

*Roll call vote: Ayes: Trustees Grinberg, Gay, Aum.*

4.3. Approval of agenda

Items to be removed from the agenda or changes to the agenda should be done at this time.

*MSA Schaeffer/Grinberg (5/0) to approve the agenda as written.*

**5. 5:00 P.M. PUBLIC HEARING – RESOLUTION REGARDING THE ACCOUNTING OF DEVELOPER FEES FOR THE 2019-2020 FISCAL YEAR.**

At this time the Board will accept public comments regarding the accounting of developer fees for Fiscal Year 2019-20.

*There were no public comments regarding the Accounting of Developer Fees for the 2019-20 Fiscal Year.*



## 6. CONSENT AGENDA

Items on the consent agenda are passed in one motion without discussion. Any item may be pulled from the consent agenda by any member of the Board and moved to action when approving the agenda. (action)

- 6.1. Approval of Warrants
  - 6.1.1. 11/13/20, 11/19/20
- 6.2. Approval of Minutes
  - 6.2.1. Board Meeting Minutes: 11/19/20
- 6.3. Approval of Employment/Personnel Changes
  - 6.3.1. Accept Resignation, Speech & Language Pathologist, .80 FTE, effective 12/31/20
- 6.4. Approval of the Current Budget Change Report
- 6.5. Approval of Student Body Reports – October & November 2020
- 6.6. Final Approval of Board Policy/Administrative Regulation/Exhibits
  - 6.6.1. BP/AR 1340.0: Access to District Records (community relations)
  - 6.6.2. BP/AR 4113.0: Assignment (personnel)

*MSA Grinberg/Aum (5/0) to approve the consent agenda.*

## 7. REPORTS

- 7.1. Student Trustee – Olivia Jung

*Student Trustee Jung reported that there is not much happening at the MHS right now. The semester is ending and students are prepping for finals. This Wednesday, the canned food drive for the MUSD Food Pantry ends. So far over 325 items have been donated. The Senior class is currently in the lead with donations. Also on Wednesday, the CTE Faire is taking place showcasing student work done with items being sold in support of the programs.*

- 7.2. Administrative

- 7.2.1. Principal – Tobin Hahn

*Principal Hahn gave a presentation (see attached)*

*The Radio Grant that was recently received will hopefully include a signal upgrade and/or streaming capabilities along with equipment for remote productions and FCC tests/emergency alerts.*

- 7.2.2. Superintendent – Jason Morse

*Superintendent Morse notified the Board of his recent outreach to staff to participate/fill in their classrooms for 1 hour. He misses staff and students and wanted to experience distance learning for himself. Has heard back from 14 staff members. Has participated in a few classes already and looks forward to more. Got to see first-hand some of the technological difficulties students are having. Glad to have been able to have the aides present in the classes.*

*Ten contractors showed up for the walk-through at the MHS. Hoping for a lot of incoming bids. Thanks to the committee for their participation. Thank you to Evan Mills for his knowledge and time.*

- 7.3. Bargaining Units

- 7.3.1. Mendocino Teachers Association (MTA)

*President Pam Duncan echo's a staff member's invitation and invites Board members to sit in on classes in order to get a feel for what teachers/students are experiencing. Email Pam to*

*participate.*

7.3.2. Classified Employees of Mendocino Unified Schools (CEMUS)

*There was no update from CEMUS.*

7.4. Board Trustee Reports

*Trustee Schaeffer is trying to imagine what getting back to normal means. The vaccine may not benefit schools until June. How does the Board respond? Wishes everyone luck as we proceed.*

*Trustee Morton stated that it has been extremely gratifying these past few weeks to have something positive to collaborate on (MHS Modernization Project). They have been dealing with energy at the MHS. The gym will not be included at this time. When all is said and done the Bunsen Burners may be the only fossil fuels being used at MHS. The committee lucked out in having a Nobel Peace Prize winner, Evan Mills, move to the coast and become involved in the energy conversation. The goal is to abandon the fuel tanks and move to heat pumps. Otto is doing a great job on the project.*

*Trustee Aum echo's Trustee Morton. Evan Mills has helped tremendously. Thank you to Kim Bratton for the link to the MUSD Choral Caroling link.*

*Trustee Gay extends a sincere "thank you" to all of the Trustees for their dedication and positive outlook.*

**8. TIMED ITEM 5:30 P.M. - PARENT/COMMUNITY COMMENT**

Items not on the agenda, but within the jurisdiction of this body, may be addressed at this time or be submitted to the Superintendent in writing for Board consideration as an agenda item. A three-minute limit is set for each speaker on all items. The total time for public input on each item is limited to 20 minutes (Government Code 54952). The Brown Act does not permit the Board to take action on any item that is not on the agenda. In addition, in order to protect the rights of all involved, complaints about employees should be addressed through the District complaint process. Speaking about a personnel issue at a Board meeting may prevent the Board from being able to act on it. Please see an administrator to initiate the complaint process.

The Board may briefly respond to public comments by asking questions to clarify the speaker's comments and refer the speaker to the Superintendent for further clarification. We thank you for your comments and participation at this meeting.

*A staff member offered Board members the opportunity to sit in on classes to experience firsthand what the staff/students are experiencing.*

**9. INFORMATION/DISCUSSION/POSSIBLE ACTION ITEMS**

9.1. Board Organizational Meeting

The Board is required to hold an annual organizational meeting (BB 9100 attached) whereby it appoints Board representatives to various assignments and designated committees. These actions are required by law.

9.1.1 Swearing in of Elk, Caspar and Comptche Trustees (action)

*Trustee's Morton, Gay, and Schaeffer were sworn in by Superintendent Morse and took their oath.*

9.1.2 Board elections for President, Clerk, and official appointment of the Superintendent as Secretary to the Board (action)

*MSA Schaeffer/Morton (5/0) to approve Trustee Aum as President of the Board, Trustee Schaeffer as Board Clerk and Superintendent Morse as Board Secretary.*

9.1.3 Selection of Board Trustee appointments to committees (action)

Previous committees which Board members have participated on have been: Board Facilities Committee (two Trustees), Board Finance Committee (two Trustees plus an alternate), Superintendent's MCN Advisory Committee (two Trustees), MECCA (Board President), and Superintendent's Policy Committee (two Trustees) (action)

*MSA Gay/Schaeffer (5/0) to approve the following committee appointments:*

*Facilities Committee: Trustee Morton, Trustee Aum*

*Finance Committee: Trustee Gay, Trustee Schaeffer, Alternate: Trustee Morton*

*MCN Advisory Committee: Trustee Grinberg, Trustee Gay*

*MECCA: Trustee Aum*

*Policy Committee: Trustee Grinberg, Trustee Schaeffer*

9.2. Approval of the 2021-22 MUSD Board Calendar (action)

*MSA Schaeffer/Morton (5/0) to approve the 2021-22 MUSD Board Calendar with the following changes: April 22, 2021 becomes April 21<sup>st</sup>, August 26, 2021 becomes August 25<sup>th</sup>, June 3, 2021 becomes June 2<sup>nd</sup> and June 2, 2022 becomes June 1<sup>st</sup>.*

9.3. Approval of the 2021-22 MUSD Board Action Calendar

This calendar is a summary of routine and legally required agenda items and the approximate month they need to take place (action)

*MSA Schaeffer/Morton (5/0) to approve the 2021-22 MUSD Board Action Calendar.*

9.4. MUSD First Interim Budget Report

Jason Fruth, Business Manager, will present the MUSD 2020-21 First Interim Budget Report to the Board for review and approval (action)

*MSA Schaeffer/Gay (5/0) to approve the MUSD First Interim Budget Report (see attached presentation).*

9.5. 2020-21 School Year Reassessment

District Admin will provide the Board with information relating to the processes the sites and District are discussing as it relates to distance learning and alternative learning options. The Board will revisit the decision made at the Board Meeting on October 15, 2020 wherein the Board moved and approved to "to continue with the current distance learning model through the end of the semester with the Board revisiting the decision at the December Board meeting" (action)

*MSA Morton/Schaeffer (5/0) to continue with Distance Learning and revisit the situation at the February 11, 2021 Board meeting.*

9.6. Approval of Resolution 2020-19 regarding accounting of Developer Fees for Fiscal Year 2019-20 (action)

*MSA Schaeffer/Grinberg (4/0/1) to approve Resolution 2020-19 regarding the accounting of Developer Fees for Fiscal Year 2019-20. Roll call vote: Trustee Gay (abstain), Trustee Morton (aye), Trustee Grinberg (aye), Trustee Schaeffer (aye), Trustee Aum (aye).*

- 9.7. Board Policies and Administrative Regulations (as a first reading) (action)
  - 9.7.1. BP/AR 5145.3: Nondiscrimination/Harassment (students)
  - 9.7.2. BP/AR 6174: Education for English Learners (instruction)
  - 9.7.3. BP/AR 4119.11, 4219.11, 4319.11: Sexual Harassment (personnel)
  - 9.7.4. AR 4119.12, 4219.12, 4319.12: Title IX Harassment Complaint Procedures (personnel)
  - 9.7.5. BP/AR 5145.7: Sexual Harassment (students)
  - 9.7.6. AR 5145.71: Title IX Sexual Harassment Complaint Procedures (students)

*MSA Grinberg/Morton (5/0) to approve the Board Policies as a first reading.*

#### **10. FUTURE AGENDA ITEMS**

2019-20 Audit Report, Cafeteria Financial Report, SARC's, Strategic Plan Update

#### **11. ADJOURNMENT**

The next Board meeting is scheduled for **January 21, 2021**.

*The meeting was adjourned at 6:33 PM.*

*The Board re-opened Closed Session at 6:43 PM.*

*CLOSED SESSION DISCLOSURE: The Board voted 3/2 on OAH Case No. 2020100003.*

*Ayes: Trustees: Grinberg, Gay, Aum*

*Closed Session Adjourned at 8:10 PM.*



# MENDOCINO HIGH SCHOOLS

BOARD REPORT 12/14/2020

## GRANTS

- K-12 Strong Workforce Grant: \$60,000
  - \* for the Production and Managerial Arts Pathway to upgrade the radio station and increase community involvement in programming.
- Community Foundation Grant, Jantzen-Romelli Fund: \$25,000
  - \* For any use. Ideas so far have included climate education and a student health center.

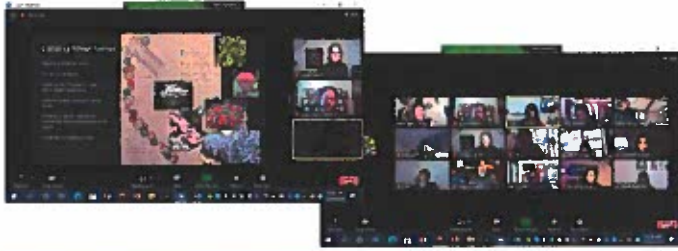
## CAN FOOD DRIVE



## STUDENT ART SHOW



## HORTICULTURE STUDENTS: ROTARY PARK



## CTE FARMSTAND

Mendocino High School's  
Career Technical Education Department  
Presents their  
**2020 Winter Student Showcase  
Drive-By Farmstand**  
When: Wednesday December 16th (10pm-5:00pm)  
Where: Main Entrance | Top of the Hill | Mendocino High School

Non-Profit Items:

<ul style="list-style-type: none"> <li>Country Items</li> <li>Country Pins</li> <li>Country Candles</li> </ul>	<ul style="list-style-type: none"> <li>Handmade Holiday Items</li> <li>Handmade Holiday Cards</li> <li>Handmade Holiday Ornaments</li> <li>Handmade Holiday Banners</li> <li>Handmade Holiday Baskets</li> <li>Handmade Holiday Bells</li> <li>Handmade Holiday Bows</li> <li>Handmade Holiday Bows</li> <li>Handmade Holiday Bows</li> <li>Handmade Holiday Bows</li> <li>Handmade Holiday Bows</li> </ul>	<ul style="list-style-type: none"> <li>Art Supply</li> <li>Assortment of all items in 100 groups</li> <li>Handmade Holiday Bells</li> <li>Handmade Holiday Bells</li> <li>Handmade Holiday Bells</li> <li>Handmade Holiday Bells</li> <li>Handmade Holiday Bells</li> <li>Handmade Holiday Bells</li> <li>Handmade Holiday Bells</li> <li>Handmade Holiday Bells</li> <li>Handmade Holiday Bells</li> <li>Handmade Holiday Bells</li> </ul>
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Masks and Social Distancing Required  
Live music provided by KAUCI BY 3PM  
Contact Marshall Brown for more details  
albrowm@mendocinohigh.org | info@kauce.com  
(707) 937-5673

## PERCEPTION - SOCIAL-EMOTIONAL PROGRESS

Social-emotional Progress - Parent Perception



Social-emotional Progress - Student Perception



## STUDENT PERCEPTION

### REASONS FOR SOCIAL-EMOTIONAL IMPROVEMENT

- Lower social anxiety/pressure/stress
- Time with family and pets
- Time with self

### REASONS FOR SOCIAL-EMOTIONAL DECLINE

- Isolation/not seeing friends
- Screen time
- Missing out on senior year

Those who have stayed the same:  
Get to see some friends  
Hard not seeing friends, but there are benefits too  
Introverted or used to spending time alone

## PERCEPTION – ACADEMIC PROGRESS



## STUDENT PERCEPTION

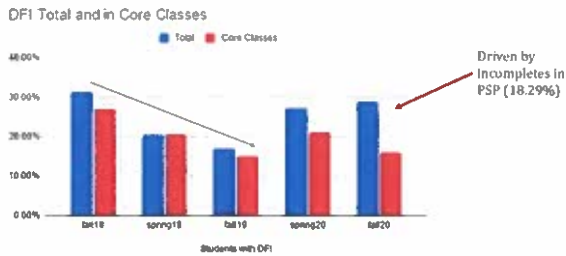
### REASONS FOR ACADEMIC IMPROVEMENT

- Fewer Classes
- Less distractions/more focus
- More freedom/independence
- More time to get work done

### REASONS FOR ACADEMIC DECLINE

- **Lack of motivation/self-regulation**
- Screen time/difficulty learning over Zoom
- Lack of interaction with teachers/peers

## ACADEMIC ACHIEVEMENT - DFI DATA



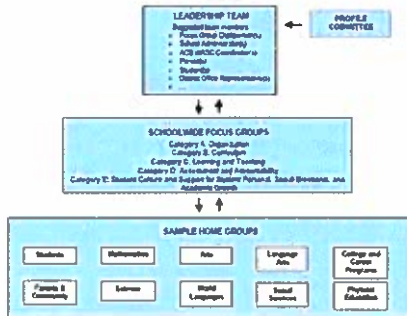
## WASC VISIT – APRIL 25-27, 2022

### Improving Student Learning

- | Self-Study   | Visit   | Follow-Up  |
|--|---|--|
| <ul style="list-style-type: none"> <li>• Review progress on schoolwide action plan/SPSA from previous self-study and California Dashboard indicators</li> <li>• Refine Student/Community Profile</li> <li>• Clarify schoolwide learner outcomes/graduate profile</li> <li>• Identify major student learner needs</li> <li>• Analyze the quality of all students' learning, the programs and processes based on ACS WASC/CDDE criteria</li> <li>• Refine the schoolwide action plan/SPSA</li> </ul> | <ul style="list-style-type: none"> <li>• Work with visiting committee chair to support the self-study process</li> <li>• Gain insight and perspective from visiting committee regarding school program based on ACS WASC/CDDE criteria and student learning data</li> </ul> | <ul style="list-style-type: none"> <li>• Refine, implement, and monitor schoolwide action plan/SPSA aligned with LCAP goals</li> <li>• Analyze evidence of student achievement of academic standards and schoolwide learner outcomes/graduate profile</li> <li>• Refine next steps</li> <li>• Inform school community of progress</li> </ul> |

WASC

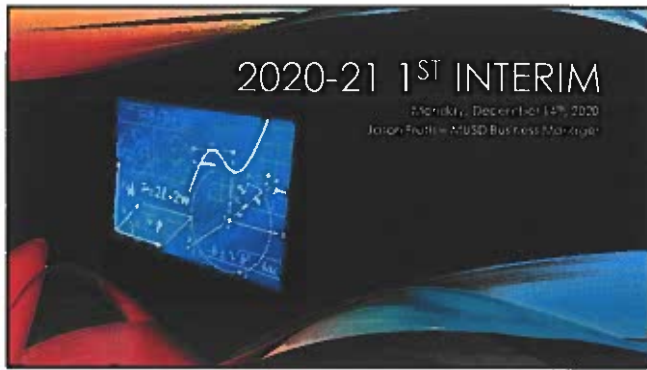
Self-Study Committee Structure



BUILDING PROJECT

- Meeting this week to discuss classroom and office design.
- Focus on sustainability
  - Thank you to students and Evan Mills





**REVENUES**  
 Fund 01 - Restricted & Unrestricted

	2020-21 Adopted Budget	2020-21 1st Interim Budget	Change	
LCFF Sources	\$7,245,139	\$7,525,525	\$280,386	Fair Share/Prop Tax
Federal	\$256,980	\$420,690	\$163,710	CARES Act
Other State	\$499,068	\$591,356	\$92,288	LLM/SWP
Other Local	\$476,892	\$475,342	(\$1,550)	Rents/Leases
<b>TOTAL</b>	<b>\$8,478,079</b>	<b>\$9,012,913</b>	<b>\$534,834</b>	

**EXPENSES**  
 Fund 01 - Restricted & Unrestricted

	2020-21 Adopted Budget	2020-21 1st Interim Budget	Change	
Salaries	\$5,232,114	\$5,079,144	\$152,952	Staff Reductions/Subs/OT
Benefits	\$2,552,355	\$2,231,581	\$320,774	True-Up
Books & Supplies	\$321,355	\$387,883	(\$66,528)	COVID Expenses/SWP
Services	\$812,152	\$719,908	\$92,244	Transpo/Bond/Indemel
Indirect Costs	(\$4,000)	(\$4,000)	\$0	Café - Indirect Costs
<b>TOTAL</b>	<b>\$8,917,976</b>	<b>\$8,418,536</b>	<b>\$499,442</b>	

### INTERFUND TRANSFERS

	2020-21 Adopted Budget	2020-21 1st Interim Budget	Change	
F13 - Cafeteria	\$131,258	\$131,258	\$0	Salaries/Reimb/Supplies
F12 - Pre-School	\$42,343	\$16,674	\$25,669	Salaries/Supplies/Union
F43 - MCH Costs Out	\$8,190	\$8,190	\$0	MCH DV Phone Service
F43 - MCH Costs In	(\$40,000)	(\$40,000)	\$0	MCH Contribution
<b>TOTAL</b>	<b>\$141,831</b>	<b>\$116,142</b>	<b>\$25,689</b>	

### THE BOTTOM LINE

	2020-21 Adopted Budget	2020-21 1st Interim Budget	Change	
Begin Fund Balance	\$1,829,201	\$2,267,738	\$438,537	2019-20 Actuals
Net Incr/(Decrease)	(\$734,729)	(\$345,960)	\$370,769	
End Fund Balance	\$1,092,472	\$1,901,778	\$809,306	
Revolving Cash	\$10,000	\$10,000	\$0	
Restricted Balance	\$106,896	\$20,537	(\$86,359)	
Reserve Econ. Uncert.	\$368,260	\$368,260	\$0	
Unassigned	\$407,316	\$1,902,981	\$895,465	

### MULTI-YEAR PROJECTION

Fund 01 - Restricted as designated

	2020-21 1st Interim	2021-22	2022-23	
Begin Fund Balance	\$2,267,738	\$1,454,700	\$840,428	
Revenues	\$8,977,913	\$8,665,973	\$8,747,584	1.5% Secured Tax
Expenditures	(\$9,099,463)	(\$8,780,099)	(\$9,252,645)	Shel/Col + COLA
Transfers In	\$40,000	\$40,000	\$221,509	MCH/Fund 17
Transfers Out	(\$153,228)	(\$161,241)	(\$169,472)	Café/Pre-School
Net Change	(\$234,778)	(\$435,347)	(\$453,024)	Deficit
Components	(\$378,240)	(\$378,905)	(\$380,403)	BEU - Revolving
End Fund Balance	\$1,454,700	\$840,428	\$1	

### LOOKING FORWARD

- Understanding Our Resources
- Knowing Our Positions
- Budgeting Restricted Funds



### COVID EXPENSES

- ~\$77,000
- Technology
- Cleaning Supplies
- Internet Services

Any  
Questions



**Mendocino Unified School District**  
**2020-21 Combined General Fund Budget Change Report**

January 2021

REVENUES:		December Meeting	January Meeting	Change	Notes
<b>REVENUE LIMIT SOURCES</b>					
8011	State Aid - Current Year	\$1,706,031	\$1,706,031	\$0	
80xx	<i>Learning Loss Mitigation (LLM)</i>	\$306,219	\$306,219	\$0	
8012	Education Protection Account	\$99,800	\$99,800	\$0	
8021	Homeowners' Exemptions Tax	\$41,200	\$41,200	\$0	
8022	Timber Yield Tax	\$120,000	\$120,000	\$0	
8029	Other Subventions/In-Lieu Taxes	\$0	\$0	\$0	
8041	Secured Roll Taxes	\$5,360,329	\$5,360,329	\$0	
8042	Unsecured Taxes	\$155,665	\$155,665	\$0	
8043	Prior Years' Taxes	\$2,500	\$2,500	\$0	
8044	Supplemental Taxes	\$0	\$0	\$0	
8091	Revenue Limit Transfers	<u>-\$75,000</u>	<u>-\$75,000</u>	<u>\$0</u>	
Total Revenue Limit Sources		\$7,716,744	\$7,716,744	\$0	
<b>FEDERAL REVENUES</b>					
8181	Special Education Entitlement	\$92,361	\$92,361	\$0	
8182	Discretionary Grants	\$3,200	\$3,200	\$0	
8285	Interagency Contracts between LEAs	\$0	\$0	\$0	
8290	All other Federal Revenue	<u>\$81,419</u>	<u>\$81,419</u>	<u>\$0</u>	
Total Federal Revenues		\$176,980	\$176,980	\$0	
<b>OTHER STATE REVENUES</b>					
8311	Other St. Apportionments Current Yr.	\$0	\$0	\$0	
8550	Mandated Cost Reimbursements	\$20,987	\$20,987	\$0	
8560	State Lottery Revenue	\$96,722	\$96,722	\$0	
8590	All Other State Revenue	<u>\$375,359</u>	<u>\$375,359</u>	<u>\$0</u>	
Total Other State Revenues		\$493,068	\$493,068	\$0	
<b>OTHER LOCAL REVENUES</b>					
8622	Non-Ad Valorem Taxes	\$89,000	\$89,000	\$0	
8631	Sale of Equipment & Supplies	\$0	\$0	\$0	
8650	Leases and Rentals	\$0	\$0	\$0	
8660	Interest	\$23,000	\$23,000	\$0	
8662	Net Increase in Fair Value Investment	\$0	\$0	\$0	
8675	Transport. Fees from Individuals	\$0	\$0	\$0	
8677	Transportation & Interagency Services	\$21,730	\$21,730	\$0	
8689	Other Fees and Contracts	\$1,000	\$1,000	\$0	
8699	All Other Local Revenue	<u>\$27,385</u>	<u>\$52,385</u>	<u>\$25,000</u>	Community Foundation Grant
8792	Transfer of Apportionment from COE	<u>\$237,726</u>	<u>\$237,726</u>	<u>\$0</u>	
Total Other Local Revenues		\$399,841	\$424,841	\$25,000	
<b>TOTAL REVENUES</b>		<b>\$8,786,633</b>	<b>\$8,811,632</b>	<b>\$25,000</b>	

		December	January	
<b>EXPENDITURES:</b>		<u>Meeting</u>	<u>Meeting</u>	<u>Change</u>
<b>CERTIFICATED SALARIES</b>				
1100	Teachers' Salaries	\$2,686,849	\$2,686,849	\$0
1200	Pupil Support Salaries	\$298,146	\$298,146	\$0
1300	Supervisors' and Admin Salaries	\$367,078	\$367,078	\$0
1900	Other Certificated Salaries	\$600	\$600	\$0
Total Certificated Salaries		\$3,352,673	\$3,352,673	\$0
<b>CLASSIFIED SALARIES</b>				
2100	Instructional Aides' Salaries	\$225,678	\$225,678	\$0
2200	Support Salaries	\$596,744	\$596,744	\$0
2300	Supervisors' and Admin Salaries	\$383,922	\$383,922	\$0
2400	Clerical and Office Salaries	\$439,022	\$439,022	\$0
2900	Other Classified Salaries	\$19,736	\$19,736	\$0
Total Classified Salaries		\$1,665,102	\$1,665,102	\$0
<b>EMPLOYEE BENEFITS</b>				
310X	STRS	\$847,633	\$847,633	\$0
320X	PERS	\$359,542	\$359,542	\$0
33XX	OASDI/Medicare	\$182,020	\$182,020	\$0
340X	Health & Welfare Benefits	\$903,203	\$903,203	\$0
350X	Unemployment Insurance	\$2,432	\$2,432	\$0
360X	Workers' Compensation	\$150,201	\$150,201	\$0
370X	Other Post-Employment Benefits	\$53,877	\$53,877	\$0
390X	Other Benefits (Ret. Inc. & Board bene.)	\$40,826	\$40,826	\$0
3xxx	Est Staff Red	-\$50,000	-\$50,000	\$0
Total Employee Benefits		\$2,489,733	\$2,489,733	\$0
<b>BOOKS AND SUPPLIES</b>				
4100	Approved Textbooks & Core Materials	\$0	\$0	\$0
4200	Books & Other Reference Materials	\$33,031	\$33,031	\$0
4300	Materials and Supplies	\$275,696	\$275,696	\$0
4400	Noncapitalized Equipment	\$50,500	\$50,500	\$0
Total Books and Supplies		\$359,227	\$359,227	\$0
<b>SERVICES, OTHER OPERATING EXPENSES</b>				
5100	Subagreements for Services	\$35,000	\$35,000	\$0
5200	Travel & Conference	\$16,409	\$16,409	\$0
5300	Dues and Memberships	\$18,805	\$18,805	\$0
5450	Insurance	\$89,492	\$89,492	\$0
5500	Operation & Housekeeping Services	\$225,965	\$225,965	\$0
5600	Rentals, Leases, Repairs, Improvmnts	\$41,656	\$41,656	\$0
5800	Consulting Svcs and Op Expenses	\$265,880	\$265,880	\$0
5900	Communications	\$34,701	\$34,701	\$0
Total Services and Other Operating Expenses		\$727,907	\$727,907	\$0
<b>CAPITAL OUTLAY</b>				
6400	Equipment / Equipment Replacement	\$0	\$0	\$0
Total Capital Outlay		\$0	\$0	\$0
<b>OTHER OUTGO</b>				
7299	All Other Transfer Out to All Other	\$0	\$0	\$0
7300-7399	Transfer of Indirect Costs	-\$6,000	-\$6,000	\$0
7439	Debt Service - Principal & Interest	\$0	\$0	\$0
Total Other Outgo		-\$6,000	-\$6,000	\$0
<b>TOTAL EXPENDITURES</b>		<b>\$8,588,642</b>	<b>\$8,588,642</b>	<b>\$0</b>
<b>OTHER FINANCING SOURCES AND USES</b>				
8919	Transfer In from MCN Fund	\$40,000	\$40,000	\$0
7612	Transfer Out to Special Reserve Fund	\$0	\$0	\$0
7611	Transfer Out to State Preschool Fund	-\$33,178	-\$33,178	\$0
7616	Transfer Out to Cafeteria	-\$149,697	-\$149,697	\$0
7619	Transfer Out to MCN - telecom	-\$8,190	-\$8,190	\$0
<b>TOT. OTHER FINANCING SOURCES &amp; USES</b>		<b>-\$151,066</b>	<b>-\$151,066</b>	<b>\$0</b>

No Vans

<b>NET INCREASE (DECR) IN FUND BALANCE</b>		<b>\$46,925</b>	<b>\$71,925</b>	<b>\$25,000</b>	
		December	January		
		Meeting	Meeting	Change	
FUND BALANCE, RESERVES					
Beginning Fund Balance		\$1,800,736	\$2,162,318	\$361,582	Actual Beginning Balance
Ending Fund Balance		\$1,847,661	\$2,234,243	\$386,582	
COMPONENTS OF ENDING FUND BALANCE					
9711	Revolving Cash	\$10,000.00	\$10,000.00	\$0	
9740	Restricted Balances	\$34,019.33	\$34,019.33	\$0	
9789	Designated for Econ Uncertainty	\$368,260.00	\$368,260.00	\$0	
9780	Other Designations:				
<b>9790</b>	<b>General (Undesignated) Reserve</b>	<b>\$1,435,382</b>	<b>\$1,821,963</b>	<b>\$386,582</b>	

**KEY TRANSFERS IMPACTING THE GENERAL FUND UNALLOCATED RESERVE:**

Transfer # Purpose	Amount
Total	\$0

Mendocino Unified School District Cafeteria Financial Report

2020-21

Days/month	Jul/Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
	1	21	21	15	14	19	15	23	17	20	14	180
Paid Lunch		2,855	2,990	2,058	1,727							
Free Lunch	126											
Reduced Lunch		2,855	2,990	2,058	1,727	0	0	0	0	0	0	9,756
Paid Breakfast												
Free Breakfast	126											
Reduced Breakfast		2,855	2,990	2,058	1,727	0	0	0	0	0	0	9,756
<b>Total Meals Served</b>	<b>252</b>	<b>5,710</b>	<b>5,980</b>	<b>4,116</b>	<b>3,454</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19,512</b>
<b>Avg Meals/Day</b>	<b>252</b>	<b>272</b>	<b>285</b>	<b>274</b>	<b>247</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>108</b>
<i>Avg Meals/Day 19-20</i>	<i>195</i>	<i>223</i>	<i>172</i>	<i>234</i>	<i>216</i>	<i>246</i>	<i>230</i>	<i>222</i>	<i>292</i>	<i>264</i>	<i>275</i>	<i>233</i>
<i>Avg Meals/Day 18-19</i>	<i>187.2</i>	<i>201.2</i>	<i>191.5</i>	<i>244.4</i>	<i>223.5</i>	<i>198.3</i>	<i>242.5</i>	<i>216.5</i>	<i>236.4</i>	<i>238.5</i>	<i>207.1</i>	<i>218.1</i>
<i>Avg Meals/Day 17-18</i>	<i>152</i>	<i>187</i>	<i>171</i>	<i>197</i>	<i>194</i>	<i>203</i>	<i>212</i>	<i>198</i>	<i>199</i>	<i>205</i>	<i>170</i>	<i>193</i>
<i>Avg Meals/Day 16-17</i>	<i>128</i>	<i>172</i>	<i>140</i>	<i>183</i>	<i>177</i>	<i>189</i>	<i>179</i>	<i>177</i>	<i>178</i>	<i>196</i>	<i>155</i>	<i>174</i>
<i>Avg Meals/Day 15-16</i>	<i>249</i>	<i>266</i>	<i>244</i>	<i>264</i>	<i>245</i>	<i>240</i>	<i>339</i>	<i>225</i>	<i>229</i>	<i>231</i>	<i>166</i>	<i>236</i>

	Jul/Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
	1	21	21	15	14	19	15	23	17	20	14	180
Cash Sales	\$ -	\$ 245.00	\$ 3.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Snack	\$ -	\$ -	\$ 187.00	\$ 92.50	\$ 59.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Breakfast	\$ -	\$ -	\$ 2.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lunch	\$ 444.78	\$ 10,078.15	\$ 10,554.70	\$ 7,264.74	\$ 6,096.31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Breakfast	\$ 294.76	\$ 6,452.30	\$ 6,757.40	\$ 4,651.08	\$ 3,903.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lunch	\$ 8.82	\$ 199.85	\$ 209.30	\$ 144.06	\$ 120.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Breakfast	\$ 30.81	\$ 698.05	\$ 731.06	\$ 503.18	\$ 422.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc to Balance	\$ 30.81	\$ 698.05	\$ 731.06	\$ 503.18	\$ 422.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chg in student acct bal												
Sale of Surplus Equipment												
Unpaid Meal writeoff fr gen fd												
Commodities value												
<b>Total Revenue</b>	<b>\$ 799.98</b>	<b>\$ 18,371.40</b>	<b>\$ 19,175.52</b>	<b>\$ 13,158.74</b>	<b>\$ 11,024.22</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 62,529.86</b>

	Jul/Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
	1	21	21	15	14	19	15	23	17	20	14	180
Salaries	\$ 1,758.18	\$ 10,205.53	\$ 9,294.72	\$ 9,401.28	\$ 9,294.72	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits	\$ 2,959.49	\$ 5,625.65	\$ 5,387.15	\$ 5,398.79	\$ 5,387.13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ 1,681.07	\$ 3,616.93	\$ 946.73	\$ 1,737.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Cap Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Food	\$ 66.59	\$ 13,379.48	\$ 14,662.77	\$ 10,348.43	\$ 11,112.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel & oper. exp.	\$ 4,250.00	\$ -	\$ -	\$ -	\$ 1,397.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 9,034.26</b>	<b>\$ 30,891.73</b>	<b>\$ 32,961.57</b>	<b>\$ 26,095.23</b>	<b>\$ 28,929.15</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 127,911.94</b>
<b>Surplus/(Deficit)</b>	<b>-\$ 8,234.28</b>	<b>-\$ 12,520.33</b>	<b>-\$ 13,786.05</b>	<b>-\$ 12,936.49</b>	<b>-\$ 17,904.93</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>-\$ 65,382.08</b>
<i>Surplus/(Deficit) 19-20</i>	<i>-19423.83</i>	<i>-22437.07</i>	<i>-28472.71</i>	<i>-25599.66</i>	<i>-20919.79</i>	<i>-25723.65</i>	<i>-21533.53</i>	<i>-29480.17</i>	<i>-24556.05</i>	<i>-26481.6</i>	<i>-22875.75</i>	<i>-264503.91</i>
<i>Surplus/(Deficit) 18-19</i>	<i>-11141.79</i>	<i>-10555.11</i>	<i>-13561.6</i>	<i>-11398.13</i>	<i>-9287.5</i>	<i>-11960.89</i>	<i>-5332.7</i>	<i>-11979.63</i>	<i>-7784.73</i>	<i>-6305.44</i>	<i>-8609.77</i>	<i>-107917.29</i>
<i>Surplus/(Deficit) 17-18</i>	<i>-\$ 14,488.70</i>	<i>-\$ 7,029.93</i>	<i>-\$ 88,998.41</i>	<i>-\$ 9,103.49</i>	<i>-\$ 6,637.84</i>	<i>-\$ 10,697.73</i>	<i>-\$ 6,541.40</i>	<i>-\$ 8,950.89</i>	<i>-\$ 8,619.08</i>	<i>-\$ 6,880.76</i>	<i>-\$ 14,832.55</i>	<i>-\$ 104,780.58</i>
<i>Surplus/(Deficit) 16-17</i>	<i>-\$ 5,792.00</i>	<i>-\$ 14,689</i>	<i>-\$ 5,967</i>	<i>-\$ 7,822</i>	<i>-\$ 11,202</i>	<i>-\$ 9,381</i>	<i>-\$ 9,114</i>	<i>-\$ 5,805</i>	<i>-\$ 9,237</i>	<i>-\$ 3,388</i>	<i>-\$ 7,922</i>	<i>-\$ 90,317.79</i>
<i>Surplus/(Deficit) 15-16</i>	<i>-\$ 1,038</i>	<i>\$ 5,871</i>	<i>-\$ 223,838</i>	<i>-\$ 6,236</i>	<i>-\$ 5,724</i>	<i>-\$ 8,192</i>	<i>-\$ 6,779</i>	<i>-\$ 5,188</i>	<i>-\$ 7,792</i>	<i>-\$ 12,509</i>	<i>-\$ 9,502</i>	<i>-\$ 60,927.00</i>



**2020-21 Enrollment by District of Residence**

Month: **3**

		<u>MUSD</u>	<u>FB</u>	<u>PA</u>	<u>AV</u>	<u>Ukiah</u>	<u>Other</u>	20-21 Totals To Date	20-21 CBEDS (Oct.)	19-20 CBEDS (Oct.)
Albion	TK	2	0	0	0	0	0	2	0	2
	K	2	0	0	0	0	0	2	4	2
	1	3	0	0	0	0	0	3	3	4
	2	4	0	0	0	0	0	4	4	3
	3	<u>4</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4</u>	<u>4</u>	<u>1</u>
	Total	15	0	0	0	0	0	15	15	12
Comptche	TK	0	0	0	0	0	0	0	0	0
	K	2	0	0	0	0	0	2	2	6
	1	4	0	0	0	0	0	4	4	7
	2	5	0	0	0	0	0	5	5	3
	3	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5</u>
	Total	11	0	0	0	0	0	11	11	21
MK-8	TK	1	0	0	0	0	0	1	1	8
	K	12	2	0	0	0	0	14	14	14
	1	12	0	0	0	0	0	12	13	29
	2	21	2	0	0	0	0	23	23	27
	3	21	2	0	0	0	0	23	26	22
	4	23	4	0	0	0	0	27	26	42
	5	36	1	0	0	0	0	37	39	36
	6	33	3	1	0	0	0	37	37	39
	7	24	7	0	0	0	0	31	31	47
	8	<u>39</u>	<u>5</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>45</u>	<u>46</u>	<u>40</u>
Total	222	26	2	0	0	0	250	256	304	
MHS	9	28	8	0	2	0	0	38	38	52
	10	40	6	2	2	0	0	50	51	40
	11	24	8	2	1	0	0	35	35	41
	12	<u>28</u>	<u>7</u>	<u>5</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>41</u>	<u>41</u>	<u>35</u>
	Total	120	29	9	6	0	0	164	165	168
MAS (I.S.)	TK	0	0	0	0	0	0	0	0	0
	K	0	0	0	0	0	0	0	0	2
	1	2	0	0	0	0	0	2	2	0
	2	0	0	0	0	0	0	0	0	0
	3	2	0	0	0	0	0	2	1	0
	4	0	0	0	0	0	0	0	0	0
	5	0	0	0	0	0	0	0	0	0
	6	2	0	0	0	0	0	2	2	2
	7	5	0	0	0	0	0	5	4	3
	8	4	0	0	0	0	0	4	4	1
	9	1	1	0	0	0	0	2	2	0
	10	2	0	0	0	0	0	2	2	1
	11	0	1	0	0	0	0	1	1	0
12	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>2</u>	<u>3</u>	
Total	20	2	0	0	0	0	22	20	12	
SHS	9	0	0	0	0	0	0	0	0	0
	10	2	0	0	0	0	0	2	1	0
	11	3	1	0	0	0	0	4	4	3
	12	<u>4</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4</u>	<u>5</u>	<u>5</u>
	Total	9	1	0	0	0	0	10	10	8
<b>TOTAL</b>		<b>397</b>	<b>58</b>	<b>11</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>472</b>	<b>477</b>	<b>525</b>

## 2020-21 Total Enrollment by Attendance Month

		20-21 Annual Avg										
		Mo. 1	Mo. 2	Mo. 3	Mo. 4	Mo. 5	Mo. 6	Mo. 7	Mo. 8	Mo. 9	Mo. 10	Annual Avg
Albion	TK	2	2	2								2
	K	2	2	2								2
	1	2	3	3								3
	2	4	4	4								4
	3	<u>4</u>	<u>4</u>	<u>4</u>								<u>4</u>
	Total	14	15	15								
Comptche	TK	0	0	0								0
	K	2	2	2								2
	1	4	4	4								4
	2	5	5	5								5
	3	<u>0</u>	<u>0</u>	<u>0</u>								<u>0</u>
	Total	11	11	11								
MK-8	TK	1	1	1								1
	K	14	14	14								14
	1	13	12	12								12
	2	23	23	23								23
	3	26	24	23								24
	4	27	27	27								27
	5	38	38	37								38
	6	37	37	37								37
	7	31	31	31								31
	8	<u>46</u>	<u>46</u>	<u>45</u>								<u>46</u>
Total	256	253	250									253
MHS	9	38	38	38								38
	10	51	50	50								50
	11	35	35	35								35
	12	<u>41</u>	<u>41</u>	<u>41</u>								<u>41</u>
	Total	165	164	164								
MAS	TK	0	0	0								0
	K	0	0	0								0
	1	2	2	2								2
	2	0	0	0								0
	3	1	1	2								1
	4	0	0	0								0
	5	0	0	0								0
	6	2	2	2								2
	7	4	5	5								5
	8	4	4	4								4
	9	2	2	2								2
	10	2	2	2								2
	11	1	1	1								1
12	<u>2</u>	<u>2</u>	<u>2</u>								<u>2</u>	
Total	20	21	22									21
SHS	9	0	0	0								0
	10	1	2	2								2
	11	4	4	4								4
	12	<u>4</u>	<u>4</u>	<u>4</u>								<u>4</u>
	Total	9	10	10								
<b>TOTAL Enroll</b>		<b>475</b>	<b>474</b>	<b>472</b>								<b>474</b>

**2020-21- Quarterly Report on Williams Uniform Complaints**  
 [Education Code § 35186]

District: Mendocino Unified School District

Person completing this form: Jason Morse, Superintendent

Quarterly Report Submission Date:  October 2020 (July, Aug, Sept 2020) **1<sup>st</sup> quarter**  
 (check one)  January 2021 (Oct, Nov, Dec 2020) **2<sup>nd</sup> quarter**  
 April 2021 (Jan, Feb, March 2020) **3<sup>rd</sup> quarter**  
 July 2021 (April, May, June 2020) **4<sup>th</sup> quarter**

Date for information to be reported publicly at governing board meeting:

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	<del>0</del>		
Teacher Vacancy or Misassignment	<del>0</del>		
Facilities Conditions	<del>0</del>		
CAHSEE Intensive Instruction & Services	<del>0</del>		
<b>TOTALS</b>	<del>0</del>		

Erin Placido 1/21/21  
 Signature of Person Completing this form Date

[Signature] 1/21/21  
 Signature of County Superintendent Date

Forwarded a copy of this completed report to the County Board of Education

**CLIENT SERVICES AGREEMENT**  
**Education Division**



Soliant Health, LLC (hereafter referred to as "Soliant"), and

Mendocino Unified SD

whose location is

*(Client Name)*

44141 Little Lake Road

*(Street Address)*

Mendocino, CA, 95460

*(City, State, Zip)*

(hereafter referred to as "Client")

enter into this non-exclusive Client Services Agreement for the purpose of referring and placing its employees ("Consultants") with Client. This Agreement shall govern the overall terms of the relationship, while a separate Assignment Confirmation (Addendum A) for each placement will outline specifics as to bill rates, personnel, and assignment lengths.

**1. Scope of Services.**

Soliant, a licensed staffing agency in the business of providing supplemental staffing to the public and private education sector and not a healthcare provider, will use its commercially reasonable efforts to provide Consultants for assignment with Client. Soliant will be responsible for payment of each Consultant's wages and applicable payroll taxes, deductions, and insurance, including workers' compensation, general liability and professional liability coverage for the benefit of the Consultants. If a Consultant is unable to complete the specified assignment, Soliant will use its commercially reasonable efforts to find a replacement in a timely manner.

**2. Independent Contractor.**

The parties hereto specify and intend that the relationship of each to the other is that of an independent contractor, that each Consultant shall be an employee of Soliant and that no qualified Consultant shall at any time be an employee of Client, unless the parties shall otherwise agree in writing. Soliant agrees to provide and maintain all payroll services for any qualified Consultant placed with Client, to maintain payroll records and to withhold and remit all payroll taxes and social security payments. Soliant does not ordinarily use subcontractors in providing services. Should the need to use a separate staffing firm or independent contractor arise, Soliant will notify Client in advance of the assignment in order to receive approval of this arrangement.

**3. Telepractice Services.**

Soliant, at Client's specific request, may provide telepractice services through VocoVision. Should utilization of VocoVision occur, Client shall, at that time, receive in addition to Addendum A – Client Assignment Confirmation, an Addendum B – Teleservices Provisions, Addendum C – Duties and Responsibilities and Addendum D – VocoVision Equipment Policies which, collectively, outline specific terms and conditions regarding VocoVision's telepractice services.

**4. Insurance.**

Soliant will maintain at least the following minimum amounts of insurance:

General Liability - \$2,000,000 per occurrence and \$4,000,000 aggregate.

Workers Compensation - in accordance with state regulations.

Employers Liability - \$1,000,000.

Excess Liability over General Liability and Employer's Liability - \$5,000,000 per occurrence and \$5,000,000 aggregate.

Professional Liability of \$1,000,000 per occurrence and \$3,000,000 aggregate.

**5. Competency and Licensing.**

Soliant will conduct comprehensive pre-employment screening to provide licensed Consultants who meet applicable professional standards. Soliant will endeavor to present only Consultants who are qualified for Client's open position(s) on job requirements established by Client either verbally or in writing. While Soliant will make every effort to pre-screen job candidates based on these requirements, Client acknowledges the candidate assignment decision is ultimately the responsibility of the Client. To this end, Soliant will make available to Client all appropriate Consultant records that Soliant may permissibly disclose and will facilitate an interview between Client and Consultant in order to assist Client in the hiring decision. Soliant will do its due diligence to ascertain the professional and applicable Department of Education licensing and certification requirements for the Consultant discipline placed with Client, however, it is ultimately the responsibility of the Client to approve the Consultant's licensure and certifications as acceptable.

**6. On-Site Responsibility.**

Client is responsible for providing all orientation, support, facilities, training, direction, and means for the Consultant to complete the assignment. Client acknowledges that Soliant is not providing nursing or healthcare services, but rather is providing candidate identification and placement services. As such, Client is responsible for the Consultant's adherence to the applicable standard of practice and acknowledges that Soliant is not responsible for the Consultant's on-site performance given that Soliant does not have the capacity to provide direct, on-site supervision of daily activity. Client

## **CLIENT SERVICES AGREEMENT**

### **Education Division**



acknowledges that any deviation of the Client's policies and procedures as orientated to Soliant's Consultant should be reported in writing and directly to Soliant immediately so that Soliant may be provided an opportunity to offer correction and/or counseling of unacceptable practices by Consultant. Client warrants that its facilities and operations will comply at all times with all federal, state and local safety and health laws, regulations and standards, including OSHA standards, and that Client will be responsible for providing all safety training and equipment, and for each Consultant's compliance with health and safety requirements, including those instituted by Client.

#### **7. Employment of Consultants.**

Client agrees that it will not directly or indirectly, personally or through an agent or agency, contract with or employ any Consultant introduced or referred by Soliant for a period of one year after the latest date of introduction, referral, placement, or end of the contract assignment. If Client or its affiliate enters into such a relationship or refers Consultant to a third party for employment, Client agrees to pay an amount equal to \$21,500 or thirty-five (35) percent (whichever is greater) of the Consultant's first year's annual salary, including any signing bonus, as agreed upon at the time of hiring. Payment is due and payable to Soliant upon start date.

#### **8. Equal Opportunity.**

It is the policy of Soliant to provide equal opportunity to all Consultants for employment. Soliant and Client will screen based on merit only. All Consultants will be free from discrimination due to race, religion, color, sex, national origin, age, or disability.

#### **9. Payment Terms.**

Client will be billed on a weekly basis for all services provided during the previous week. Client will pay Soliant based on the service charges specified in the Consultant Assignment Confirmation included as an addendum to this Agreement. All hours worked over forty (40) hours in a one-week work period will be billed at one and one-half times the regular bill rate. It is Client's responsibility to notify Soliant if pre-approval is required for any or all overtime hours prior to any such hours being worked. **Payment is due within fifteen (15) days of receipt of invoice.**

#### **10. Default Charges.**

Invoices shall be considered past due if not paid by the agreed-upon due date. Client agrees to pay all necessary collection costs of amounts past due, including reasonable attorney's fees and costs. Additionally, Soliant reserves the right to approve or to discontinue any extension of credit and the terms governing such credit.

#### **11. Limitation of Liability.**

NEITHER PARTY SHALL BE LIABLE TO THE OTHER WHATSOEVER FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING ANY DAMAGES ON ACCOUNT OF LOST PROFITS, LOST DATA, LOSS OF USE OF DATA, OR LOST OPPORTUNITY, WHETHER OR NOT PLACED ON NOTICE OF ANY SUCH ALLEGED DAMAGES AND REGARDLESS OF THE FORM OF ACTION IN WHICH SUCH DAMAGES MAY BE SOUGHT. THE FEES AND BILLINGS DUE UNDER THIS AGREEMENT ARE NOT CONSIDERED SPECIAL DAMAGES OR LOST PROFITS AND SHALL NOT BE LIMITED BY THESE PROVISIONS.

#### **12. Administrative Responsibilities.**

Client shall be responsible for orienting Consultant to Client's policies and procedures regarding the submission of any requisite paperwork which must be tendered for reimbursement by funding entities such as Medicare, Medicaid, or health insurance. Such paperwork may include, but is not limited to, patient care plans, comprehensive patient histories, individual education plans, or Client specific program plans. During the contracted assignment, should Consultant fail to submit paperwork as required per Client's policies and procedures, Client must notify Soliant in writing within three (3) business days of alleged failure. Failure to notify Soliant before assignment ends shall negate any Client claim to withhold payment due to untimely work and/or paperwork non-compliance by Consultant. Client agrees that all approved time sheets by Client's assigned representative are not subjected to billing dispute if Client fails to notify Soliant of time sheet and work performed discrepancies.

#### **13. Incident and Error Tracking.**

Client will report to Soliant any performance issues, incidents, errors and other events related to the care and services provided by Soliant employees. Soliant will document reported incidents in employee's personnel file and track all such events for quality assurance purposes. All supporting documentation is required within seventy-two (72) hours of the occurrence.

#### **14. Reporting of Work-Related Injuries.**

Client will maintain a safe working environment and provide all appropriate personal protective equipment as deemed appropriate for unit to which Soliant's Consultant has been assigned. Client ensures compliance with all applicable OSHA or state Department of Labor obligations to include general training on the reporting of work-place injuries, incidents, and occupational exposure to bloodborne pathogens occurring at Client facility. Records of such occurrences must be maintained by the Client and accessible to Soliant within guidelines set forth by governing entities. In the event of work-

## CLIENT SERVICES AGREEMENT

### Education Division



place injury, incident or exposure, each affected Consultant will contact their immediate Client-appointed supervisor and report to the applicable treating department as per Client protocol. Consultant shall also report work-place injury, incident or exposure to Soliant concurrently with Client for the purpose of reporting such event to Soliant's workers compensation carrier. If Client's reporting requirements change during the term of this Agreement, Client is responsible for written notification of such information to both Soliant and Soliant's Consultant.

#### 15. Termination of Contracted Assignment with Cause.

Immediately upon occurrence, Client has the obligation to report each deviation from the accepted standard of practice, policies and procedures as orientated to Consultant, behavior, and or any incident that would be considered adverse to the overall operation of Client. Client may request that Soliant facilitate the immediate removal of Consultant due to any of the issues preceding with written and/or verbal notice. The Client, however, may not immediately terminate a Consultant unless Soliant has been notified prior to final incident or unless a single incident warrants immediate dismissal prior to Soliant's notification. All supporting documentation specifying the reasons and facts of the termination is required within forty-eight (48) hours of termination. If the Client does not report such deviation(s) and subsequently terminates Consultant or if Client does not provide required documentation following a termination within the required timeframe, Client will be assessed as liquidated damages and not as a penalty, an amount equal to one (1) week of billing. The parties agree that Soliant's Consultants are an integral part of its operation and a resource that may have been developed over a number of years. Any delay or absence of a written and verbal notice could result in lost revenue or other consequences not foreseen at this time and therefore the liquidated damages are not unreasonable to the probable loss to be suffered by Soliant in the event of your breach of this provision. Client will be responsible for all professional fees (and expenses if applicable) up to the point of termination. Termination with cause must be documented prior to termination in accordance with the Incident and Error Tracking procedures set forth in paragraph 13 of this agreement. Soliant shall have five (5) business days to refill the position in the event of termination with cause. Should Soliant identify a suitable Consultant, Client agrees to original terms or extended terms of the terminated Consultant's assignment.

#### 16. Termination of Contracted Assignment without Cause.

Client may cancel an assignment with thirty (30) days written notice. Client is responsible for all charges and fees prior to cancellation date and through the 30-day period of notice. In the event Client is unable to provide thirty (30) days' notice of termination, Client will be billed for thirty (30) days at the agreed upon regular bill rate and minimum hours. In the event of termination without cause, Client will be responsible for any housing and travel costs actually incurred by Soliant as a result of such cancellation.

#### 17. Guaranteed Minimum Hours.

Client agrees to provide Consultant the guaranteed number of work hours per week specified in the attached Assignment Confirmation Addendum A. Cancellation of prescheduled workdays or reduction in work hours by Client will be billed reflecting the guaranteed minimum work hours. Minimum work hours shall be reduced to reflect scheduled school closings for holidays and planning days.

#### 18. Paid Sick Leave.

For those jurisdictions that have passed or will pass legislation requiring Paid Sick Leave, Paid Sick Time will be billed back to Client at the straight-time bill rate for all hours taken by any Consultant assigned to Client. This section is not applicable until the effective date of such legislation has been reached.

#### 19. Unscheduled Facility Closure Policy.

Soliant will incur fixed expenses over the entire course of a Consultant's contract assignment with Client related to the Consultant's housing and per diem costs. The parties agree that in the event of an unforeseen or unexpected interruption in a Consultant's assignment resulting from an unscheduled closure, complete or partial, of Client's facilities due to natural or manmade disasters, such as, and without limiting the generality of the foregoing, fire, storms, flooding, earthquake, labor unrest, riots, and/or acts of terrorism or war (each an "Unscheduled Closure"), Client will transition to virtual services for all Consultants whose services can be performed in such a setting. Client shall be billed for services performed at the regular contracted hourly bill rate for all hours worked by Consultant. Virtual service hours shall be entered and processed according to the normal time submittal and approval process unless otherwise requested by Client and agreed upon by Soliant. Soliant and Client will mutually determine which contracted disciplines qualify for virtual services. For contracted services not eligible for virtual services, Client will be invoiced and shall pay for each such affected Consultant's services at the reduced rate of \$200 per day for each day that the Consultant(s) is unable to work by virtue of such Unscheduled Closure.

#### 20. Multiple Locations.

If client requires Consultant to travel to and perform services at more than one location, Client will compensate Soliant for travel time between facilities at the regular hourly bill rate and for mileage up to the current acceptable IRS reimbursement rate.



## **CLIENT SERVICES AGREEMENT**

### **Education Division**

#### **21. Issue Resolution.**

In the event Client encounters an issue that is not satisfactorily resolved by its Soliant representative, Client should escalate the issue to the appropriate Soliant manager by calling 800-849-5502. Please ask for your account representative's manager.

#### **22. Indemnification.**

To the extent permitted by law, each party will indemnify, defend and hold harmless the other against third party claims arising from breaches of the parties' respective obligations under this Agreement.

#### **23. Confidentiality.**

Each party acknowledges that as a result of this Agreement, they will learn confidential information of the other party. Confidential information is defined as that information which is private to each party but is shared by one to the other party as required to accomplish this Agreement and **includes bill rates, fees for permanent placements and terms and conditions of this Agreement.** It is agreed that neither party will disclose any confidential information of the other party to any person or entity. Neither will it permit any person nor entity to use said confidential information. The only exceptions will be: (a) information shared to the appropriate individuals within the respective organizations as necessary to execute this Agreement, (b) disclosures as required by law. Confidential Information of Soliant shall include, but is not limited to, any and all unpublished information owned or controlled by Soliant and/or its employees, that relates to the clinical, technical, marketing, business or financial operations of Soliant and which is not generally disclosed to the public including but not limited to employee information, technical data, policies, financial data and information to include contract terms and provisions, billing rates, permanent placement fees whether disclosed orally, in writing or by inspection. If the receiving party shall attempt to use or dispose of any of the Confidential Information, or any duplication or modification thereof, in any manner contrary to the terms of the foregoing, the disclosing party shall have the right, in addition to such other remedies which may be available to it, to obtain an injunctive relief enjoining such acts or attempts as a court of competent jurisdiction may grant, it being acknowledged that legal remedies are inadequate.

#### **24. Family Education Rights and Privacy Act.**

Soliant shall comply with all laws, rules and regulations pursuant to the Family Educational Rights and Privacy Act, 20 USC 1232g ("FERPA") and acknowledges that certain information about the Client's students is contained in records maintained by Soliant and the Consultant and that this information can be confidential by reason of FERPA and related Client policies. Both parties agree to protect these records in accordance with FERPA and Client policy. To the extent permitted by law, nothing contained herein shall be construed as precluding either party from releasing such information to the other so that each can perform its respective responsibilities. As it applies, Consultant s assigned to Client will execute a FERPA Statement of Understanding outlining appropriate guidelines.

#### **25. State Retirement System Notice.**

This notice is intended to clarify the manner of payment in contemplation of a Consultant's mandatory or permissive participation in a state teacher retirement system, school employees' retirement system, and/or any similar or successor system applicable to the professionals provided by Soliant. Client acknowledges and agrees that if formal notice is required to be given to any Consultant that participation in any such retirement system/pension is either: 1) permitted by Consultant's election; or 2) is required by law, then Client is solely responsible for providing such notice to Consultant s and fulfilling all associated administrative duties. Client shall immediately notify Soliant if any Consultant is required to, or voluntarily elects to participate in any such system. In such event, Client shall advise Soliant of the withholding obligation percentages (both employer and employee share) so that invoices to Client and payment to the Consultant may be adjusted accordingly. The parties agree that Client shall withhold and pay to the retirement/pension both the employee and employer shares. The parties agree that the applicable employee and employer shares paid to the system by the Client shall be deducted from the amount owed to Soliant by the Client hereunder. The parties agree that the applicable employee share paid to the system by the Client shall be deducted from the amount due the Consultant by Soliant. The Client and Soliant expressly acknowledge and agree that if any Consultant is required to, or elects to participate in a retirement system/pension, the Client shall be solely responsible for: 1) creating an account for Consultant with the appropriate retirement system/pension; 2) all present and/or future obligations to make employee and employer cash payments/ contributions to the retirement system/pension as required by law and/or set by the retirement system/pension; and 3) otherwise administering all employer functions pertaining to the Consultant's interest in retirement system/pension.

#### **26. Conflicts of Interest.**

The parties acknowledge their respective obligation to report any conflict of interest and/or apparent conflict of interest that may interfere with their ability to perform their obligations hereunder objectively and effectively. To that end, the Parties hereby certify and represent that their officials, employees and agents do not have any significant financial or other pecuniary interest in the other party's business enterprise, and that no inducements of monetary or other value were offered or given to any officer, employee or agent of the other party. Each party agrees to promptly notify the other in the event it becomes aware of any conflict of interest or apparent conflict of interest.



**CLIENT SERVICES AGREEMENT**  
**Education Division**



**27. Survival.**

The parties' obligations under this Agreement which by their nature continue beyond termination, cancellation or expiration of this Agreement, shall survive termination, cancellation or expiration of this Agreement.

**28. Governing Law.**

This Agreement shall be governed by the laws of the state of Delaware.

**29. Entire Agreement.**

This Agreement represents the entire agreement between the parties and supersedes any prior understandings or agreements whether written or oral between the parties respecting the subject matter herein. This Agreement may only be amended in a writing specifically referencing this provision and executed by both parties. This Agreement shall inure to the benefit of and shall be binding upon the parties hereto and their respective heirs, personal representatives, successors and assigns, subject to the limitations contained herein. The unenforceability, invalidity or illegality of any provision of this Agreement shall not render any other provision unenforceable, invalid or illegal and shall be subject to reformation to the extent possible to best express the original intent of the parties. This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties.

This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties. ***(Please return all pages of this Client Services Agreement)***

**Mendocino Unified School District**

**SOLIANT HEALTH, LLC**

DocuSigned by:  
Andrea Arenas 12/10/2020  
Client Representative Signature Date

DocuSigned by:  
Nicole Webb 12/11/2020  
Soliant Representative Signature Date

Andrea Arenas  
Print Name

Nicole Webb  
Print Name

Special Education Director  
Title

Director of Business Development  
Title





## CLIENT REQUIRED DOCUMENTS CHECKLIST

Client: Mendocino Unified SD

City, State: Mendocino, CA, 95460

In an effort to provide all necessary documentation for travel healthcare professionals assigned to your facility, we ask that you complete this form to be used as a reference for all personnel placed in your facility.

<b>Standard Credentialing Package</b>	<b>Optional Credentialing</b>
<p style="text-align: center;">As part of our Standard Credentialing Package, Soliant will provide the following prior to the start of a contracted assignment.</p> <p><b><u>PROFESSIONAL:</u></b>                      Current CV / Resume                      Current Skills Checklist, if applicable                      References</p> <p><b><u>LICENSURE</u></b>                      Professional License, as applicable                      Professional Certification, as applicable                      License and/or Certification Verification</p> <p><b><u>EDUCATION:</u></b>                      CDC Guidelines for School Professionals                      FERPA Guidelines</p> <p><b><u>BACKGROUND:</u></b>                      Criminal Background Check                      GSA Exclusion Search                      HHS/OIG Search                      Sexual Offender Search</p> <p><b><u>MEDICAL:</u></b>                      Hepatitis B Vaccination / Declination form                      MMR Declination                      Physical Examination Waiver                      10-Panel Drug Screen</p>	<p style="text-align: center;">If your district requires any additional credentialing items above what is contained in the Standard Credentialing Package, please indicate below. If no additional items are noted, the Standard Credentialing Package will be provided.</p> <div style="border: 1px solid black; height: 300px; margin-top: 10px; padding: 5px;"> <p style="text-align: center;">TB Test results</p> </div>

Credentialing Documents will be held on file at Soliant and unless specifically requested, will not be forwarded to Client.

**Orientation Details**

Will the contracted professional be permitted to attend Orientation while license is in process?       YES       NO

Will the contracted professional be permitted to start their assignment while license is in process?       YES       NO



## CLIENT INFORMATION REQUEST

### CLIENT

In an effort to increase efficiency for our Clients, Soliant Health will email service invoices. Should you wish to opt out of this process, please check here

Client Name: Mendocino Unified School District

Invoice Contact: Tiffany Grant

Invoice Email: musdap@mcn.org

Invoice Email CC: aarenas@musdstudents.org

Billing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Placement Contact      Name: Andrea Arenas      Email: aarenas@musdstudents.org

                                 Phone: 707-397-5162      Fax: (707)937-0714

Accts Payable Contact:      Name: Tiffany Grant      Email: musdap@mcn.org

                                 Phone: (707)937-5868      Fax: (707)937-0714

Credentialing Contact:      Name: Erin Placiedo      Email: doerin@mcn.org

                                 Phone: (707)937-5868      Fax: (707)937-0714

## SOLIANT HEALTH, LLC

### Correspondence Address

*Contracts, Notices, etc.*

1979 Lakeside Parkway, Suite 800  
 Tucker GA 30084  
 Attention: Clay Ricks  
 Email: [clay.ricks@soliant.com](mailto:clay.ricks@soliant.com)  
 Telephone: 770-225-3184

### Remittance Address

*Only payments should be sent to this address*

P O Box 934411  
 Atlanta, GA 31193-4411

### Billing Inquires

Zhade Jackson      [Zhade.jackson@soliant.com](mailto:Zhade.jackson@soliant.com)  
 Lisa McGill      [lisa.mcgill@soliant.com](mailto:lisa.mcgill@soliant.com)



**ADDENDUM A  
Terms of Teleservices Assignment**

This Terms of Teleservices Assignment is subject to the terms and conditions of that certain Client Services Agreement between the parties outlined below.

**Assignment Details**

Soliant Health, Inc. will contract with VocoVision for the provisions of telepractice services to Client. Client will pay Soliant Health, Inc. for the hours worked by Telepractitioner under the following terms:

**Telepractitioner:** Angela Cozzi  
**Client:** Mendocino Unified SD  
**Assignment Start Date:** 01/04/2021 **Assignment End Date:** 06/18/2021  
**Position:** Tele - SLP  
**Hours per Week:** 20.0  
**Bill Rate per Hour:** \$ 98.00 *Bill Rate is all-inclusive*  
**Technology Fee:** \$ 0

One VocoVision station per full time position at no cost. Additional stations can be provided with a \$1,000 per unit refundable deposit and \$200 per unit nonrefundable configuration and shipping charge. Deposit will be refunded to the school district upon return of the station(s) in working condition within fifteen (15) days of the assignment being completed.

**Miscellaneous:** Not Applicable

*\* Sales tax will be added to professional fees if required by state law and client is not a tax-exempt entity.*

**Mendocino Unified SD**

**SOLIANT HEALTH, LLC**

DocuSigned by:  
  
 Client Representative Signature \_\_\_\_\_ Date 12/10/2020

DocuSigned by:  
  
 Soliant Health Signature \_\_\_\_\_ Date 12/10/2020

Andrea Arenas  
 \_\_\_\_\_  
 Print Name  
 Special Education Director  
 \_\_\_\_\_  
 Title

Clay Ricks  
 \_\_\_\_\_  
 Print Name  
 VocoVision Account Executive  
 \_\_\_\_\_  
 Title





**DDENDUM C  
Duties and Responsibilities**

**Duties and Responsibilities**

The duties and responsibilities of a Telepractitioner include, but are not limited to the following:

- Collaborates with the school district to identify students' communication characteristics, support resources, as well as any physical, sensory, cognitive, behavioral and motivational needs to determine the benefit a student may receive through telepractice.
- Collaborates with the school district to determine assessment resources - including their potential benefits and limitations - in the telepractice setting, and to develop a plan to assess students appropriately.
- Monitors effectiveness of services, and modifies evaluation and treatment plans as needed.
- Maintains appropriate documentation of delivered services in a format consistent with professional standards and client requirements.
- Complies with state and federal regulations to maintain student privacy and security.
- Facilitates behavior management strategies in students as appropriate.
- Provides information and counseling to families and school personnel as needed

**Clay Ricks**

**SOLIANT HEALTH, LLC**

DocuSigned by:  
*Andrea Arenas* 12/10/2020  
 Client Representative Signature Date

DocuSigned by:  
*Clay Ricks* 12/10/2020  
 Soliant Health Signature Date

**Andrea Arenas**

**Clay Ricks**

Print Name

Print Name

**Special Education Director**

**VocoVision Account Executive**

Title

Title



**ADDENDUM D  
VocoVision Equipment Policies**

**VocoVision Damaged Equipment Policy**

If, during the course of contracted services, VocoVision computer equipment sustains damage or is missing components (keyboard, audio accessories, etc.), it should be reported immediately to the VocoVision Operations Department at 1-866-779-7005. Replacement equipment will be shipped to Client as needed. The costs of repairing or replacing the equipment (including shipping) will be charged to Client, but in no case shall exceed \$1,000 per unit.

At the end of the VocoVision contract period, all equipment must be returned in original packaging within 15 days of completion of services. All returned equipment will be inspected for both physical and internal damage. If equipment is found to be damaged, VocoVision reserves the right to withhold from Client deposit the cost of repairing or replacing the damaged equipment. If no Client deposit exists, VocoVision will bill Client for such charges and will provide supporting documentation of all costs.

Please initial 

**Packaging**

All packaging, boxes and containers used to ship VocoVision equipment are considered property of VocoVision and must not be discarded. Packaging should be stored and kept in good condition during the course of the contract and must be used for return shipping at the conclusion of services. If VocoVision packaging is lost or damaged, Client is solely responsible for obtaining replacement packaging to ensure undamaged return of equipment to VocoVision. In such cases, we strongly recommend the use of a professional packaging and shipping service, such as the UPS Store or a FedEx retail location.

Please initial 





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**EARLY CHILDHOOD EDUCATION FIELDWORK SITE AGREEMENT  
(for Site Employees)**

THIS AGREEMENT is made and entered into by and between Brandman University hereinafter called the "UNIVERSITY," and the Mendocino Unified School District, hereinafter called "FIELDWORK SITE."

**I. RESPONSIBILITIES OF THE UNIVERSITY**

- A. The UNIVERSITY will assure that the student shall have completed the necessary educational prerequisites to be eligible for fieldwork experience.
- B. The UNIVERSITY shall designate a faculty or staff member to consult, and collaborate with the supervising professional of the FIELDWORK SITE, the observations and student fieldwork experience of each student at FIELDWORK SITE.
- C. The UNIVERSITY shall complete periodic observations and/or evaluations of the student regarding his/her performance at the FIELDWORK SITE as per arrangement between the UNIVERSITY and the FIELDWORK SITE.
- D. The UNIVERSITY may provide monetary compensation for services rendered by the FIELDWORK SITE supervisor professional in an amount not to exceed the actual cost of the services rendered by the FIELDWORK SITE per Appendix A.

**II. RESPONSIBILITIES OF THE FIELDWORK SITE**

- A. The FIELDWORK SITE shall provide field experiences in FIELDWORK SITE and under the direct supervision and instruction of such employees of the FIELDWORK SITE, as specified by the duly authorized representatives of the FIELDWORK SITE.
- B. The FIELDWORK SITE may, for good cause, refuse to accept for field experiences, or terminate the field experience assignment of any student of the UNIVERSITY assigned to the FIELDWORK SITE and shall notify the UNIVERSITY about its course of action. The UNIVERSITY may terminate the field experience assignment of any student of the UNIVERSITY at the FIELDWORK SITE at any time.
- C. The FIELDWORK SITE will notify the UNIVERSITY of any change in its personnel, operation, or policies which may affect the field education experience/practicum.
- D. The FIELDWORK SITE shall comply with all federal, state and local statutes and regulations applicable to the operation of the program, including without limitation, laws relating to the confidentiality of student records.



- E. The FIELDWORK SITE acknowledges that each student under this Agreement shall be a paid employee of the FIELDWORK SITE and thus covered under the FIELDWORK SITE'S insurance policies, including Workers' Compensation, to the extent available to other employees. No student shall be considered an employee or agent of Brandman University while performing services for the FIELDWORK SITE.

### III. THE PARTIES MUTUALLY AGREE

- A. Both parties acknowledge they are independent contractors, and nothing contained in this Agreement shall be deemed to create an agency, joint venture, franchise or partnership relation between the parties and neither party shall so hold itself out. Neither party shall have the right to obligate or bind the other party in any manner whatsoever, and nothing contained in this Agreement shall give or is intended to give any right of any kind to third persons.
- B. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any provisions contained herein.
- C. Notices required or permitted to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed first class to the parties that signed this Agreement and to the addresses below.

**FIELDWORK SITE CONTACT INFORMATION:**

Mendocino Unified School District  
P.O. Box 1154  
Mendocino, CA 95460  
Attn: Erin Placido  
Phone: 707-937-5868

**UNIVERSITY CONTACT INFORMATION:**

Brandman University  
16355 Laguna Canyon Road  
Irvine, CA 92618  
Attn: School of Education, Dean  
Fax: (800) 775-0128

- D. If any term or provision of this Agreement is for any reason held to be invalid, such invalidity shall not affect any other term or provision, and this Agreement shall be interpreted as if such term or provision had never been contained in this Agreement.
- E. This Agreement fully supersedes any and all prior agreements or understandings between the parties or any of their respective affiliates with respect to the subject matter hereof. No change, modification, addition, amendment, or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this Agreement.

### IV. TERM AND TERMINATION OF AGREEMENT

- A. THE TERM of this Agreement shall be effective on 01/01/2021 and continuing until 01/01/2024 (3-years maximum).

B. THIS AGREEMENT may be terminated by either the UNIVERSITY or the FIELDWORK SITE with or without cause upon ten (10) days written notice provided that (subject to the other terms of this Agreement) all students performing fieldwork at the time of notice of termination are given the opportunity to complete their fieldwork at the Fieldwork Site.

**SIGNATURES:**


**FIELDWORK SITE:**

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

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

Title: \_\_\_\_\_

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

  
\_\_\_\_\_  
Jason Morse  
\_\_\_\_\_  
Superintendent  
\_\_\_\_\_  
12/18/20  
\_\_\_\_\_

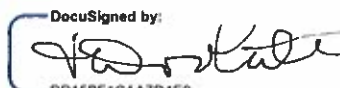
**UNIVERSITY:**

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

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

Title: \_\_\_\_\_

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

DocuSigned by:  
  
\_\_\_\_\_  
00148F1CAA7D459  
Phillip L. Doolittle  
\_\_\_\_\_  
Executive Vice Chancellor of Finance and  
Administration and Chief Financial Officer  
\_\_\_\_\_  
12/29/2020  
\_\_\_\_\_

**Appendix A**  
**Payment for Supervisors at Fieldwork Site**

**SPECIAL PROVISIONS – RATES and PAYMENTS**

- (a) **\$50** for the supervising professional stipend per eight (8) week session of observation. Requires a total of 35 supervised contact hours for the student

**METHOD OF PAYMENT:** Stipend is to be paid directly to the supervisor professional at FIELDWORK SITE.

In the event the assignment of a UNIVERSITY student is terminated by the UNIVERSITY and/or the FIELDWORK SITE for any reason after the student has been at the assignment for a minimum of two weeks, Supervisor at the FIELDWORK SITE shall receive payment for one assignment on account of each student as though there had been no termination of the assignment.

At the end of the practicum session of the UNIVERSITY, the supervisor professional at the FIELDWORK SITE shall submit an invoice, by email, to the UNIVERSITY for payment at the rate provided therein for all field experiences provided by the FIELDWORK SITE under and in accordance with this agreement during said session.

MENDOCINO GRAMMAR SCHOOL  
 STUDENT BODY ACCOUNT  
 2020-2021 MONTHLY SUMMARY  
 PERIOD: DECEMBER 2020

	BALANCE	INCOME	EXPENSE	NEW BALANCE
KINDERGARDEN	35.10			35.10
1st GRADE	20.00			20.00
2nd GRADE	-72.84			-72.84
3rd GRADE	122.50			122.50
4-5 GRADES	151.34			151.34
COMPTCHE SCHOOL	193.78			193.78
GENERAL STUDENT BODY	3.44	0.01		3.45
MULTI-PURPOSE STAGE	55.78			55.78
To be Reimbursed MUSD	-225.00			-225.00
TOTAL	284.10	0.01	0.00	284.11



**MENDOCINO MIDDLE SCHOOL  
STUDENT BODY ACCOUNT  
2019-2020 MONTHLY SUMMARY  
PERIOD: DECEMBER 2020**

<b>DESCRIPTION</b>	<b>Beginning Balance</b>	<b>Income</b>	<b>Expenses</b>	<b>Ending Balance</b>
6-8 Art Field Trips	\$ 839.98			\$ 839.98
6-8 Boys Free Throw	\$ -			\$ -
6-8 Girls Free Throw	\$ -			\$ -
6th Grade Class	\$ 0.08			\$ 0.08
6th Grade Trips	\$ 6,350.48			\$ 6,350.48
6-8 Trips	\$ -			\$ -
7-8 Boy's BB	\$ 640.27			\$ 640.27
7-8 Girl's BB	\$ 744.81			\$ 744.81
7th Grade Class	\$ 2,669.17			\$ 2,669.17
8th Grade Class	\$ -			\$ -
8th Grade Trip	\$ 74.95			\$ 74.95
Art Fund	\$ 2,495.41			\$ 2,495.41
Athletics	\$ 584.41			\$ 584.41
AVID	\$ -			\$ -
Chess Club	\$ -			\$ -
Chorus	\$ 9.00			\$ 9.00
Cooking Club	\$ 283.93			\$ 283.93
Film Club	\$ 99.00			\$ 99.00
Grad Dance	\$ -			\$ -
Maker Faire	\$ -			\$ -
Outdoor Survival	\$ -			\$ -
PE Fund	\$ -			\$ -
School Supplies	\$ 48.96			\$ 48.96
Science	\$ 319.48			\$ 319.48
Student Council	\$ 1,678.21	\$0.89		\$ 1,679.10
Volleyball	\$ 3,330.28			\$ 3,330.28
Yearbook	\$ 413.62			\$ 413.62
Yearend Activities	\$ 56.72			\$ 56.72
<b>TOTAL</b>	<b>\$ 20,638.76</b>	<b>\$0.89</b>	<b>\$0.00</b>	<b>\$ 20,639.65</b>



**MENDOCINO HIGH SCHOOL  
STUDENT BODY ACCOUNT  
2020-2021 MONTHLY SUMMARY  
PERIOD: DECEMBER 2020**

	DESCRIPTION	Begin Balance	Income	Expenses	Ending Balance
<b>GENERAL FUNDS</b>					
	Athletic Travel/Requests	1199.68			1199.68
	Athletics - Officials only	4142.80			4142.80
	CTE Art	214.00			214.00
	CTE Media	0.00			0.00
	CTE Woodshop	119.83			119.83
	Facilities (key dep)	1908.05			1908.05
	Library	96.20			96.20
	MCHS General	1417.74		73.04	1344.70
	MCHS Outdoor Leadership	493.15			493.15
	MCHS Yearbook	280.00			280.00
	PACT Testing	525.00			525.00
	PSAT/SAT workbooks	1050.00			1050.00
	Request (donations/interest)	113.62	2.01		115.63
	Sober Grad	2164.49			2164.49
	Skate Ramp Fund	500.87			500.87
	SONAR	4273.34			4273.34
	Store	160.33			160.33
	Student Council	963.74		60.00	903.74
	Youth Prevention	92.50			92.50
<b>CLASSES</b>					
	Class of 16	500.00			500.00
	Class of 19	306.26			306.26
	Class of 20	0.00			0.00
	Class of 21	1674.47		50.00	1624.47
	Class of 22	1197.11			1197.11
	Class of 23	0.00			0.00
<b>FALL SPORTS</b>					
	Boys Soccer	238.76			238.76
	Football	134.12			134.12
	Girls Soccer	25.00			25.00
	Volleyball	826.85			826.85
<b>WINTER SPORTS</b>					
	Boys Basketball	1441.85			1441.85
	Girls Basketball	2239.73			2239.73
<b>SPRING SPORTS</b>					
	Baseball	500.00			500.00
	Golf	0.00			0.00
	Softball	367.73			367.73
	Tennis	64.97			64.97
	Track	0.00			0.00
<b>CLUB</b>					
	Amnesty	387.87			387.87
	Art Club	542.85			542.85
	Body Positive	0.00			0.00
	Chorus	152.21			152.21
	CSF	320.84			320.84
	Culinary	759.40			759.40
	Electronics	2051.69			2051.69
	Horticulture/Botany Club	1145.35	274.00		1419.35
	Improv club	877.30			877.30
	Interact Club-Activity	4770.33		399.78	4370.55
	Interact Club-Administrative	2793.10			2793.10
	Leadership	56.44			56.44



Model U.N.	-5.29			-5.29
Multi-Cultural Club	305.00			305.00
Radio	1033.81			1033.81
Science Club	71.09			71.09
S E.A. Club	30.00			30.00
Workability/Cardinal Express	146.41			146.41
Yearbook	-2993.17			-2993.17
Yoga Club	0.00			0.00
A/E WEEK	0.00			0.00
AE WEEK Art Center	25.00			25.00
AE WEEK Ashland	-1130.15			-1130.15
AE WEEK Biking	0.00			0.00
AE WEEK Celebration of Self	303.44			303.44
AE WEEK Coastal Adventures	-134.65			-134.65
AE WEEK College Tours	7.75			7.75
AE WEEK Creative Writing	0.00			0.00
AE WEEK Culinary	94.31			94.31
AE WEEK Drivers Ed Class	0.00			0.00
AW WEEK E-Lab	45.00			45.00
AE WEEK Engineering Extravaganza	857.30			857.30
AE WEEK First Responder Academy	1403.29			1403.29
AE WEEK Learning in La-La Land	237.27			237.27
AE WEEK Media Film	0.00			0.00
AE WEEK San Francisco	634.00			634.00
AE WEEK Sierra Adventure	-789.04			-789.04
AE WEEK Top Sail	-535.00			-535.00
AE WEEK Volunteer Crew	76.14			76.14
AE WEEK Washington DC	3467.67			3467.67
AE WEEK Wind Surfing	181.07			181.07
AW WEEK Woodworking	0.00			0.00
AE WEEK Yosemite Institute	-1047.81			-1047.81
AE WEEK Reserve	1113.53			1113.53
TO BE REFUNDED	0.00			0.00
TOTAL	46486.54	276.01	582.82	46179.73

46179.73

DIF

0.00



# SARC

2019-20

School Accountability  
Report Card

Published in 2020-21



## Mendocino K-8 Schools

Grades K-8  
CDS Code 23-65581-6025167

Kim Humrichouse  
Principal  
[khumrichouse@mcn.org](mailto:khumrichouse@mcn.org)

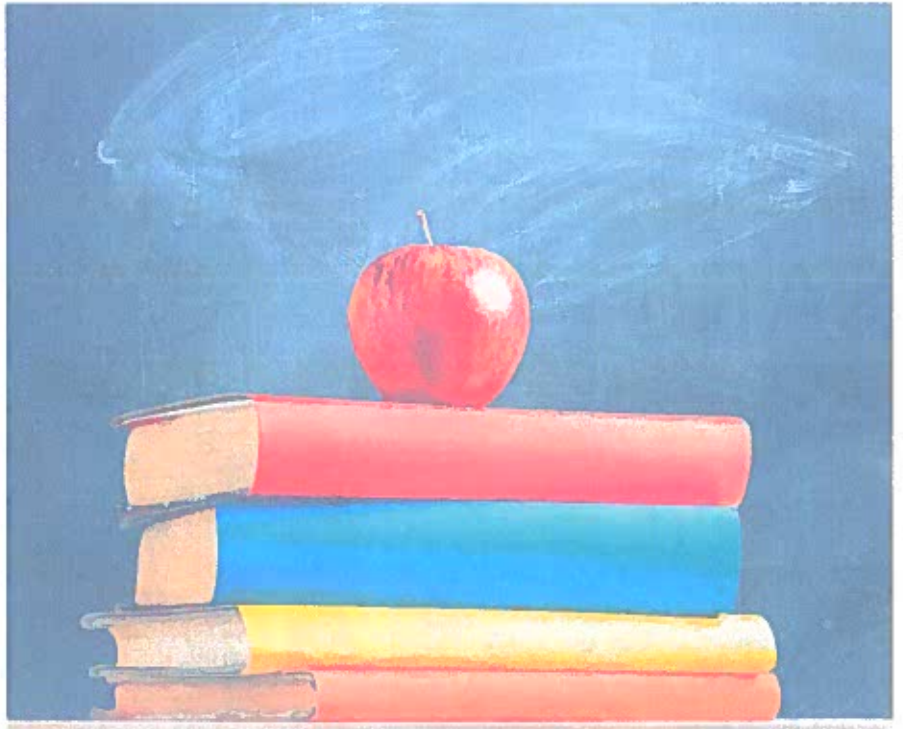
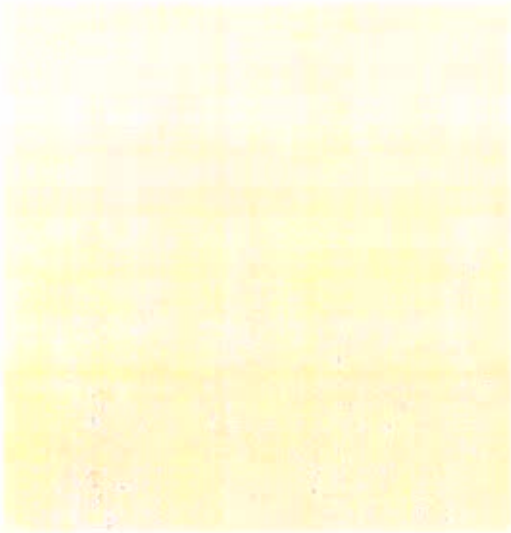
44261 Little Lake Road  
Mendocino, CA 95460  
(707) 937-0515

[www.mendocinoused.org/MES](http://www.mendocinoused.org/MES)



## Mendocino Unified School District

44141 Little Lake Road Mendocino, CA 95460 ▪ [www.mendocinoused.org](http://www.mendocinoused.org)  
Jason Morse, Superintendent ▪ [jmorse@mcn.org](mailto:jmorse@mcn.org) ▪ (707) 937-5868







### Principal's Message

We are a dedicated staff committed to excellence at the Mendocino K-8 Schools. In addition to providing and supporting a rigorous academic curriculum for each child, we value social skills and instilling in our children the sense that they are a part of something greater, and that they have the ability and responsibility to contribute to our local and global community. In the 2016-17 school year, we developed a multiyear plan to focus our goals and detail how we will achieve those goals. Our goals for the 2019-20 school year include updating our Multi-Year Plan, improving our writing instruction through the Professional Learning Community model, and maintaining a positive school community.

Our multi-year plan has been updated in 2020 and focuses on engaging and supporting families, building and maintaining a positive school community and providing a rigorous and diverse academic program.

### School Mission Statement

At the Mendocino K-8 Schools, we celebrate our differences and foster respect for others. We strive to create a safe, positive school, where students are encouraged to explore, create, and challenge themselves to maximize their academic learning and personal development. Together in our school community, our students discover they have a purpose in our local, national and global communities.

### Parental Involvement

Parents are partners in their children's education. Parents volunteer regularly in alignment with Mendocino Unified School District (MUSD) Board policies, Title I Parent Involvement Policy and a School-Family Compact. Parents volunteer in a variety of capacities, from field trips and drama productions to curricular projects and celebrations. Parents also serve as School Site Council (SSC) representatives and as members of the Mendocino Unified Schools Enrichment (MUSE) educational foundation.

We have an active Parent Teacher Organization that supports the school through book fairs and teacher-appreciation luncheons. Annual events such as back-to-school night, open house, parent-teacher conferences, along with flexible and ongoing opportunities from Title I and the SSC allow parents to be involved in their child's education.

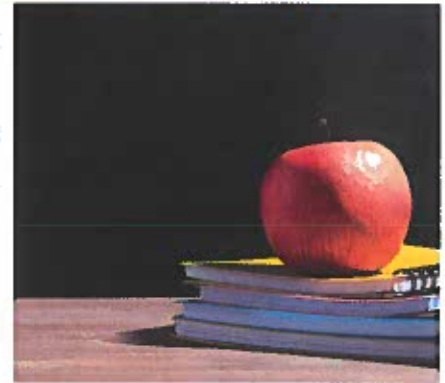
For more information on how to be involved, contact Principal Kim Humrichouse at (707) 937-0515 or khumrichouse@mcn.org

### School Safety

Our school safety plan is updated and reviewed annually by staff, parents and the School Site Council and then adopted by the MUSD Board of Trustees. Our school safety plan includes empathy education, violence- and bullying-prevention education, peer counseling, routine drills, and practice procedures for safety. The staff receives regular and ongoing training in sexual harassment, behavioral emergencies, threat assessment and pandemic awareness. Staff receive professional development and protocol training for safety/behavioral issues for teachers and support staff. We have reporting forms and use counselor-led peer groups to resolve issues. The school is part of the district's Standardized Emergency Management System (SEMS)/National Incident Management System (NIMS) emergency plan. The school safety plan was last reviewed, updated and discussed with the school faculty in November 2020.

### Enrollment by Student Group

The total enrollment at the school was 304 students for the 2019-20 school year. The pie chart displays the percentage of students enrolled in each group.



### School Accountability Report Card

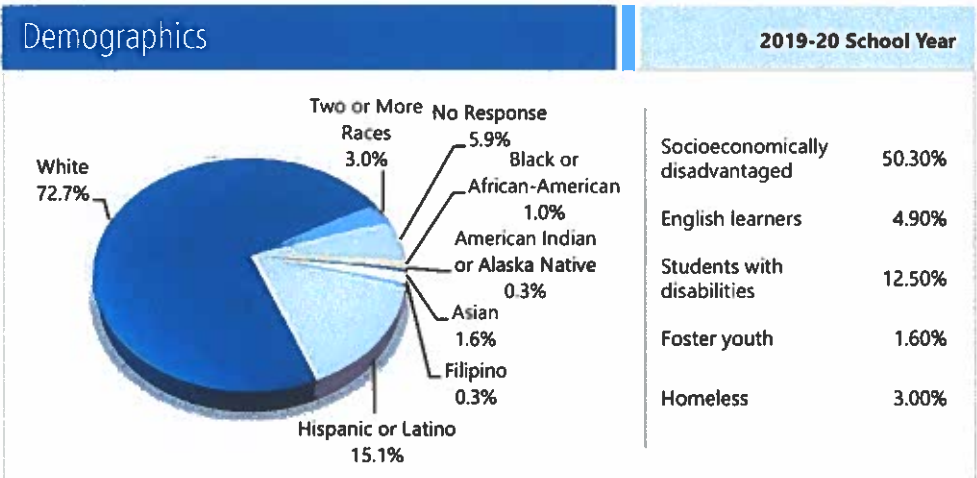
In accordance with state and federal requirements, the School Accountability Report Card (SARC) is put forth annually by all public schools as a tool for parents and interested parties to stay informed of the school's progress, test scores and achievements.

### District Mission and Vision Statement

Our vision is to provide an integrated learning community that fosters creativity, compassion and civic responsibility in a way that maximizes personal development.

### Board Priorities

- Develop and expand community partnerships and communication
- Increase learning and achievement for all students, families and staff
- Plan wisely for the future while maintaining fiscal integrity
- Maintain and improve the physical plant



Student Group	Percentage
Socioeconomically disadvantaged	50.30%
English learners	4.90%
Students with disabilities	12.50%
Foster youth	1.60%
Homeless	3.00%

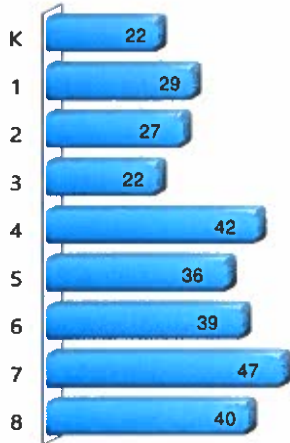


Learn. Explore. Create.

## Enrollment by Grade

The bar graph displays the total number of students enrolled in each grade for the 2019-20 school year.

2019-20 Enrollment by Grade



## California School Dashboard

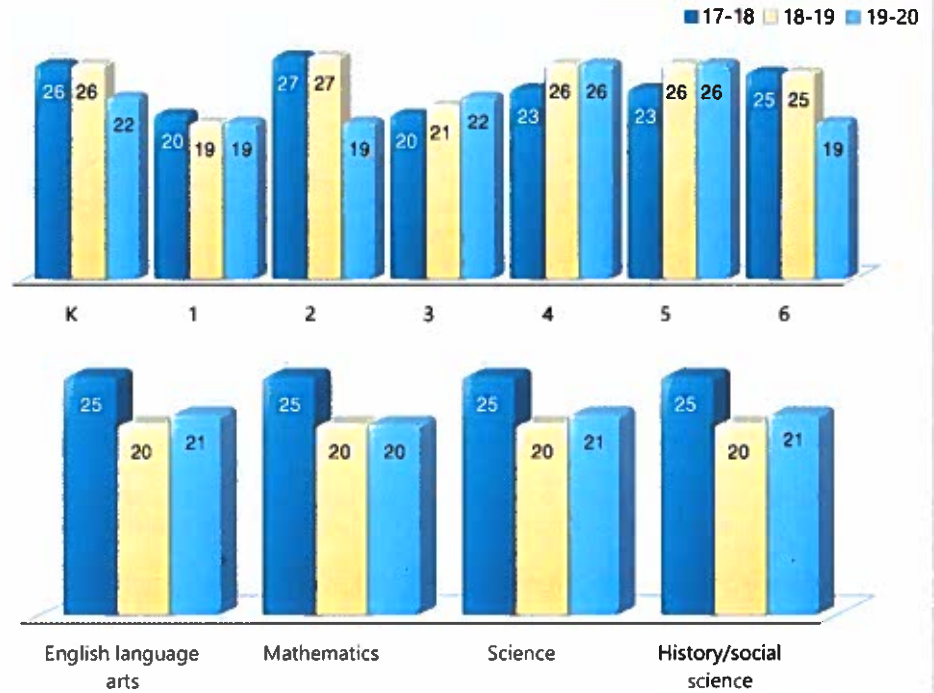
The California School Dashboard (Dashboard) <https://www.caschooldashboard.org/> reflects California's new accountability and continuous improvement system and provides information about how LEAs and schools are meeting the needs of California's diverse student population. The Dashboard contains reports that display the performance of LEAs, schools, and student groups on a set of state and local measures to assist in identifying strengths, challenges, and areas in need of improvement.

## Class Size Distribution

The bar graphs display the three-year data for average class size, and the table displays the three-year data for the number of classrooms by size. The number of classes indicates how many classrooms fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Average Class Size

Three-Year Data



Number of Classrooms by Size

Three-Year Data

Grade	2017-18			2018-19			2019-20		
	Number of Students			Number of Students			Number of Students		
	1-20	21-32	33+	1-20	21-32	33+	1-20	21-32	33+
K		1		1			1		
1	1			1			3		
2		1		1			3		
3		1		1				1	
4		4		3				3	
5		4		3				3	
6		2		2			2		

Subject	2017-18			2018-19			2019-20		
	Number of Students			Number of Students			Number of Students		
	1-22	23-32	33+	1-22	23-32	33+	1-22	23-32	33+
English language arts		4		4			3	1	
Mathematics		4		4			4		
Science		4		4			3	1	
History/social science		4		4			3	1	





## CAASPP Test Results in Science for All Students (grades 5, 8 and high school)

The new California Science Test (CAST) was first administered operationally during the 2018–19 school year. The table below shows the percentage of students meeting or exceeding the state standards.

Subject	Percentage of Students Meeting or Exceeding State Standards				Two-Year Data	
	Mendocino K-8		Mendocino USD		California	
	18-19	19-20	18-19	19-20	18-19	19-20
Science	30%	◆	30%	◆	30%	◆

## CAASPP Test Results in ELA and Mathematics for All Students (grades 3-8 and 11)

The table below shows the percentage of students meeting or exceeding the state standards in English language arts (ELA)/literacy and mathematics.

Subject	Percentage of Students Meeting or Exceeding State Standards				Two-Year Data	
	Mendocino K-8		Mendocino USD		California	
	18-19	19-20	18-19	19-20	18-19	19-20
English language arts/literacy	50%	◆	55%	◆	51%	◆
Mathematics	45%	◆	45%	◆	40%	◆

## California Physical Fitness Test

Each spring, all students in grades 5, 7 and 9 are required to participate in the California Physical Fitness Test (PFT). The Fitnessgram is the designated PFT for students in California public schools put forth by the State Board of Education. The PFT measures six key fitness areas:

1. Aerobic Capacity
2. Body Composition
3. Flexibility
4. Abdominal Strength and Endurance
5. Upper Body Strength and Endurance
6. Trunk Extensor Strength and Flexibility

Encouraging and assisting students in establishing lifelong habits of regular physical activity is the primary goal of the Fitnessgram. The table shows the percentage of students meeting the fitness standards of being in the "healthy fitness zone" for the most recent testing period. For more detailed information on the California PFT, please visit [www.cde.ca.gov/ta/tg/pf](http://www.cde.ca.gov/ta/tg/pf).

California Physical Fitness Test	2019-20 School Year	
	Mendocino K-8	
	Grade 5	Grade 7
Four of six standards	◆	◆
Five of six standards	◆	◆
Six of six standards	◆	◆

◆ The 2019-20 data are not available. Due to the COVID-19 pandemic, Executive Order N-30-20 was issued which waives the requirement for statewide testing for the 2019-20 school year.

## California Assessment of Student Performance and Progress (CAASPP)

For the 2019-20 school year, the CAASPP consists of several key components, including:

**California Alternate Assessments (CAA)** test includes both ELA/literacy and mathematics in grades 3-8 and 11 and science in grades 5, 8 and high school. The CAA is given to those students with the most significant cognitive disabilities whose current individualized education program (IEP) designates an alternate assessment.

**Smarter Balanced Assessments** include ELA/literacy and mathematics in grades 3-8 and 11. Smarter Balanced Assessments are designed to measure student progress toward college and career readiness.

The assessments under CAASPP show how well students are doing in relation to the state-adopted content standards. On each of these assessments, student aggregate scores are reported as achievement standards. For more information on the CAASPP assessments, please visit [www.cde.ca.gov/ta/tg/ca](http://www.cde.ca.gov/ta/tg/ca).



## CAASPP by Student Group: Science, English Language Arts and Mathematics

The tables on the following pages display the percentage of students that met or exceeded state standards in science, English language arts/literacy and mathematics for the school by student groups.

The "percentage met or exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard on the CAA divided by the total number of students who participated in both assessments.

Note: The number of students tested includes all students who participated in the test whether they received a score or not. However, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

## CAASPP Results by Student Group: Science (grades 5 and 8)

## Percentage of Students Meeting or Exceeding State Standards

2019-20 School Year

## English Language Arts

Group	Total Enrollment	Number Tested	Percentage Tested	Percentage Not Tested	Percentage Met or Exceeded
All students	◇	◇	◇	◇	◇
Male	◇	◇	◇	◇	◇
Female	◇	◇	◇	◇	◇
Black or African-American	◇	◇	◇	◇	◇
American Indian or Alaska Native	◇	◇	◇	◇	◇
Asian	◇	◇	◇	◇	◇
Filipino	◇	◇	◇	◇	◇
Hispanic or Latino	◇	◇	◇	◇	◇
Native Hawaiian or Pacific Islander	◇	◇	◇	◇	◇
White	◇	◇	◇	◇	◇
Two or more races	◇	◇	◇	◇	◇
Socioeconomically disadvantaged	◇	◇	◇	◇	◇
English learners	◇	◇	◇	◇	◇
Students with disabilities	◇	◇	◇	◇	◇
Students receiving Migrant Education services	◇	◇	◇	◇	◇
Foster Youth	◇	◇	◇	◇	◇
Homeless	◇	◇	◇	◇	◇

◇ The 2019-20 data are not available. Due to the COVID-19 pandemic, Executive Order N-30-20 was issued which waives the requirement for statewide testing for the 2019-20 school year.



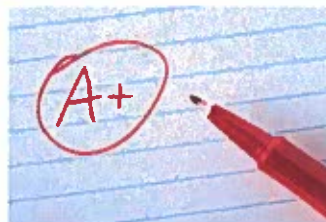




### CAASPP Results by Student Group: English Language Arts (grades 3-8)

Percentage of Students Meeting or Exceeding State Standards					2019-20 School Year
English Language Arts					
Group	Total Enrollment	Number Tested	Percentage Tested	Percentage Not Tested	Percentage Met or Exceeded
All students	◆	◆	◆	◆	◆
Male	◆	◆	◆	◆	◆
Female	◆	◆	◆	◆	◆
Black or African-American	◆	◆	◆	◆	◆
American Indian or Alaska Native	◆	◆	◆	◆	◆
Asian	◆	◆	◆	◆	◆
Filipino	◆	◆	◆	◆	◆
Hispanic or Latino	◆	◆	◆	◆	◆
Native Hawaiian or Pacific Islander	◆	◆	◆	◆	◆
White	◆	◆	◆	◆	◆
Two or more races	◆	◆	◆	◆	◆
Socioeconomically disadvantaged	◆	◆	◆	◆	◆
English learners	◆	◆	◆	◆	◆
Students with disabilities	◆	◆	◆	◆	◆
Students receiving Migrant Education services	◆	◆	◆	◆	◆
Foster Youth	◆	◆	◆	◆	◆
Homeless	◆	◆	◆	◆	◆

◆ The 2019-20 data are not available. Due to the COVID-19 pandemic, Executive Order N-30-20 was issued which waives the requirement for statewide testing for the 2019-20 school year.





## CAASPP Results by Student Group: Mathematics (grades 3-8)

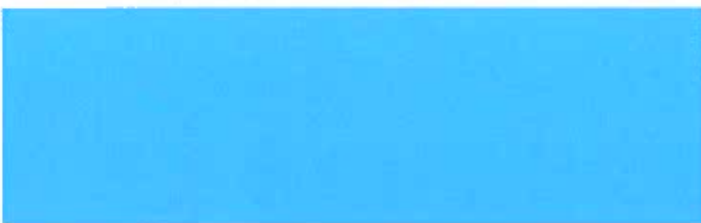
## Percentage of Students Meeting or Exceeding State Standards

2019-20 School Year

## Mathematics

Group	Total Enrollment	Number Tested	Percentage Tested	Percentage Not Tested	Percentage Met or Exceeded
All students	◇	◇	◇	◇	◇
Male	◇	◇	◇	◇	◇
Female	◇	◇	◇	◇	◇
Black or African-American	◇	◇	◇	◇	◇
American Indian or Alaska Native	◇	◇	◇	◇	◇
Asian	◇	◇	◇	◇	◇
Filipino	◇	◇	◇	◇	◇
Hispanic or Latino	◇	◇	◇	◇	◇
Native Hawaiian or Pacific Islander	◇	◇	◇	◇	◇
White	◇	◇	◇	◇	◇
Two or more races	◇	◇	◇	◇	◇
Socioeconomically disadvantaged	◇	◇	◇	◇	◇
English learners	◇	◇	◇	◇	◇
Students with disabilities	◇	◇	◇	◇	◇
Students receiving Migrant Education services	◇	◇	◇	◇	◇
Foster Youth	◇	◇	◇	◇	◇
Homeless	◇	◇	◇	◇	◇

◇ The 2019-20 data are not available. Due to the COVID-19 pandemic, Executive Order N-30-20 was issued which waives the requirement for statewide testing for the 2019-20 school year.





## Textbooks and Instructional Materials

In the Mendocino Unified School District, all students have access to their own textbooks and instructional materials that are adopted from the most recent state-approved list. Textbooks are consistent with the content and cycles of the curriculum frameworks adopted by the State Board of Education. The district adopts textbooks during the adoption cycles recommended by the state. Common Core State Standards math textbooks were purchased in 2013, 2014 and 2015. Textbooks for K-5 English language arts curriculum were purchased in 2016 and math was purchased in 2017. 6-8 English language arts textbooks were purchased in 2017 and 2018.

Textbooks and Instructional Materials List		2020-21 School Year
Subject	Textbook	Adopted
Reading/language arts	<i>SuperKids</i> (K-2)	2016
Reading/language arts	<i>Great Minds</i> (3-5)	2016
Reading/language arts	Literature-based curriculum (6)	2017
Reading/language arts	<i>Great Minds</i> (7-8)	2017
Mathematics	<i>Bridges in Mathematics</i> (K-5)	2015
Mathematics	College Preparatory Mathematics (CPM) (6-8)	2008
Science	Prentice, McGraw-Hill	2007
History/social science	California Edition, Houghton Mifflin	2006

## Public Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the internet at libraries and public locations is generally provided on first-come, first-served basis. Other use restrictions include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available at a workstation, and the ability to print documents.

## Suspensions and Expulsions

This table shows the school, district, and state suspension and expulsion rates. The 2019-20 suspension and expulsion rate data are not comparable to prior year data because the 2019-20 school year is a partial school year due to the COVID-19 crisis. As such, it would be inappropriate to make any comparisons in rates of suspensions and expulsions in the 2019-20 school year compared to prior years. Note: Students are only counted one time, regardless of the number of suspensions.

	Three-Year Data					
	Mendocino K-8		Mendocino USD		California	
	17-18	18-19	17-18	18-19	17-18	18-19
Suspension rates	7.8%	7.1%	6.7%	7.0%	3.5%	3.6%
Expulsion rates	0.0%	0.3%	0.2%	0.2%	0.1%	0.1%
	Mendocino K-8		Mendocino USD		California	
	19-20		19-20		19-20	
Suspension rates	3.9%		3.4%		*	
Expulsion rates	0.0%		0.0%		*	

\* California suspension and expulsion data is not available at this time.

## Availability of Textbooks and Instructional Materials

The following lists the percentage of pupils who lack their own assigned textbooks and instructional materials.

Percentage of Students Lacking Materials by Subject	
2020-21 School Year	
Reading/language arts	0%
Mathematics	0%
Science	0%
History/social science	0%
Visual and performing arts	0%
Foreign language	0%
Health	0%

## Quality of Textbooks

The following table outlines the criteria required for choosing textbooks and instructional materials.

Quality of Textbooks	
2020-21 School Year	
Criteria	Yes/No
Are the textbooks adopted from the most recent state-approved or local governing-board-approved list?	Yes
Are the textbooks consistent with the content and cycles of the curriculum frameworks adopted by the State Board of Education?	Yes
Do all students, including English learners, have access to their own textbooks and instructional materials to use in class and to take home?	Yes

## Currency of Textbooks

This table displays the date when the most recent hearing was held to adopt a resolution on the sufficiency of instructional materials.

Currency of Textbooks	
2020-21 School Year	
Data collection date	9/18/2020



## School Facilities

In May 2008, a building and renovation project for a new K-8 campus began. Phase two was completed in August 2009, and the staff moved into the new K-4 facilities, which included new classrooms; specialized rooms for cooking, art and music; a K-8 library; and student-services building. Phase three was completed in April 2010 and included modernizing the 11 upper-grade classrooms, including two new computer labs, a new science classroom, family resource center and the gym. The K-8 campus also includes a large, renovated multipurpose room, which is used for the meal programs, as well as assemblies, programs and indoor physical education.

All classrooms have telephones, internet connections and computers. Play areas are cushioned with a rubberized mat. A large blacktop area is available for various games and includes eight basketball standards. Adults supervise children at play, as well as before and during school hours.

Campus facilities are well maintained by the MUSD maintenance and custodial staff, which oversee the safety, cleanliness and adequacy of the facilities, including routine inspections and repairs. The school has two full-time custodians for routine cleaning and maintenance. Restrooms are cleaned two times each day, and more if necessary. The Complaint Process for any complaints about facilities is posted in every classroom, the office, the library and all places where students gather for activities.

In 2014, wireless internet was added to the entire campus. This provides wireless internet to every classroom and indoor common area.



## School Facility Good Repair Status

The table shows the results of the school's most recent inspection using the Facility Inspection Tool (FIT) or equivalent school form. This inspection determines the school facility's good repair status using ratings of good condition, fair condition or poor condition. The overall summary of facility conditions uses ratings of exemplary, good, fair or poor.

School Facility Good Repair Status		2020-21 School Year
Items Inspected	Repair Status	
<b>Systems:</b> Gas leaks, sewer, mechanical systems (heating, ventilation and HVAC)	Good	
<b>Interior:</b> Interior surfaces (floors, ceilings, walls and window casings)	Good	
<b>Cleanliness:</b> Pest/vermin control, overall cleanliness	Good	
<b>Electrical:</b> Electrical systems	Good	
<b>Restrooms/fountains:</b> Restrooms, sinks and drinking fountains	Good	
<b>Safety:</b> Fire safety, emergency systems, hazardous materials	Good	
<b>Structural:</b> Structural condition, roofs	Good	
<b>External:</b> Windows/doors/gates/fences, playgrounds/school grounds	Good	
<b>Overall summary of facility conditions</b>	Good	
<b>Date of the most recent school site inspection</b>	10/26/2020	
<b>Date of the most recent completion of the inspection form</b>	10/26/2020	

## Deficiencies and Repairs

The table lists the repairs required for all deficiencies found during the site inspection. Regardless of each item's repair status, all deficiencies are listed.

Deficiencies and Repairs		2020-21 School Year
Items Inspected	Deficiencies and Action Taken or Planned	Date of Action
<b>Cleanliness</b>	Building E has pen/pencil marks along walls. Painting to take place.	2021
<b>Structural</b>	Building A solar tubes are leaking. Most have been replaced. Repairs to remaining tubes planned.	2021
<b>External</b>	Building A, B, C, E, G have rust on metal posts. Playground padding and structure are failing. Repairs planned.	2021

## Types of Services Funded

There are a variety of services funded by categorical funds and other funds such as grants. These services include career and college exploration, personal and group counseling, tutorial classes, intervention services, school gardens, and art instruction.



## Teacher Qualifications

This table shows information about teacher credentials and teacher qualifications. Teachers without a full credential include teachers with district and university internships, pre-internships, emergency or other permits, and waivers. For more information on teacher credentials, visit [www.ctc.ca.gov](http://www.ctc.ca.gov).

Teacher Credential Information	Three-Year Data			
	Mendocino USD	Mendocino K-8		
Teachers	120-21	18-19	19-20	20-21
With a full credential	41	20	26	26
Without a full credential	1	0	1	0
Teaching outside subject area of competence (with full credential)	7	2*	2*	4*



## Academic Counselors and School Support Staff

This table displays information about academic counselors and support staff at the school and their full-time equivalent (FTE).

Ratio of Pupils to Academic Counselors and School Support Staff Data	
2019-20 School Year	
	Ratio
Pupils to Academic counselors	◇
<b>Support Staff</b>	<b>FTE</b>
Counselor (academic, social/behavioral or career development)	0.50
Library media teacher (librarian)	0.00
Library media services staff (paraprofessional)	0.00
Psychologist	0.50
Social worker	0.50
Nurse	0.00
Speech/language/hearing specialist	0.40
Resource specialist (nonteaching)	0.00

## Teacher Misassignments and Vacant Teacher Positions

This table displays the number of teacher misassignments (positions filled by teachers who lack legal authorization to teach that grade level, subject area, student group, etc.) and the number of vacant teacher positions (not filled by a single designated teacher assigned to teach the entire course at the beginning of the school year or semester). Please note that total teacher misassignments includes the number of teacher misassignments of English learners.

Teacher Misassignments and Vacant Teacher Positions	Three-Year Data		
	Mendocino K-8		
Teachers	18-19	19-20	20-21
Teacher misassignments of English learners	0	0	0
Total teacher misassignments	0	0	0
Vacant teacher positions	0	0	0

## Professional Development

Each fall, Mendocino Unified School District teachers attend three days of professional-development training.

For the 2020-21 school year, five additional professional development days were added to allow for preparation of the distance learning curriculum due to the COVID-19 pandemic. Teachers used these additional days to collaborate on lessons, prepare their delivery platforms, and create a personalized website for each class.

Professional Development Days	Three-Year Data		
	2018-19	2019-20	2020-21
Number of school days dedicated to staff development and continuous improvement	4.5	4.5	4.5

\* Each teacher teaching outside area of competence is only teaching one subject (equal to 0.2 FTE) that is outside their credential area, however they are legal under Ed. code.

◇ Not applicable.



## School Financial Data

The following table displays the school's average teacher salary and a breakdown of the school's expenditures per pupil from unrestricted and restricted sources.

School Financial Data	
2018-19 Fiscal Year	
<b>Total expenditures per pupil</b>	\$10,111
<b>Expenditures per pupil from restricted sources</b>	\$1,963
<b>Expenditures per pupil from unrestricted sources</b>	\$8,149
<b>Annual average teacher salary</b>	\$68,639



## Expenditures Per Pupil

Supplemental/restricted expenditures come from money whose use is controlled by law or by a donor. Money that is designated for specific purposes by the district or governing board is not considered restricted. Basic/unrestricted expenditures are from money whose use, except for general guidelines, is not controlled by law or by a donor.

## Financial Data

The financial data displayed in this SARC is from the 2018-19 fiscal year. The most current fiscal information available provided by the state is always two years behind the current school year and one year behind most other data included in this report. For detailed information on school expenditures for all districts in California, see the California Department of Education (CDE) Current Expense of Education & Per-pupil Spending web page at [www.cde.ca.gov/ds/fd/ec](http://www.cde.ca.gov/ds/fd/ec). For information on teacher salaries for all districts in California, see the CDE Certificated Salaries & Benefits web page at [www.cde.ca.gov/ds/fd/cs](http://www.cde.ca.gov/ds/fd/cs). To look up expenditures and salaries for a specific school district, see the Ed-Data website at [www.ed-data.org](http://www.ed-data.org).

## District Financial Data

This table displays district teacher and administrative salary information and compares the figures to the state averages for districts of the same type and size based on the salary schedule. Note: The district salary data does not include benefits.

Salary Data	2018-19 Fiscal Year	
	Mendocino USD	Similar Sized District
<b>Beginning teacher salary</b>	▲	\$44,318
<b>Midrange teacher salary</b>	▲	\$67,053
<b>Highest teacher salary</b>	▲	\$90,163
<b>Average elementary school principal salary</b>	▲	\$106,389
<b>Average middle school principal salary</b>	▲	\$113,976
<b>Average high school principal salary</b>	▲	\$114,214
<b>Superintendent salary</b>	▲	\$141,066
<b>Teacher salaries: percentage of budget</b>	30%	29%
<b>Administrative salaries: percentage of budget</b>	8%	6%

## Financial Data Comparison

This table displays the school's per-pupil expenditures from unrestricted sources and the school's average teacher salary and compares it to the district and state data.

Financial Data Comparison	2018-19 Fiscal Year	
	Expenditures Per Pupil From Unrestricted Sources	Annual Average Teacher Salary
<b>Mendocino K-8</b>	\$8,149	\$68,639
<b>Mendocino USD</b>	\$17,682	\$61,073
<b>California</b>	\$7,750	\$68,990
<b>School and district: percentage difference</b>	-53.9%	+12.4%
<b>School and California: percentage difference</b>	+5.1%	-0.5%

▲ Information is not available at this time.

## School Accountability Report Card

PUBLISHED BY

**SIA** School  
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Data for this year's SARC was provided by the California Department of Education and school and district offices. For additional information on California schools and districts and comparisons of the school to the district, the county and the state, please visit DataQuest at <http://dq.cde.ca.gov/dataquest>. DataQuest is an online resource that provides reports for accountability, test data, enrollment, graduates, dropouts, course enrollments, staffing and data regarding English learners. Per Education Code Section 35256, each school district shall make hard copies of its annually updated report card available, upon request, on or before February 1.

All data accurate as of December 2020.



# SARC

2019-20

School Accountability  
Report Card

Published in 2020-21



**MENDOCINO  
HIGH SCHOOL**



## Mendocino High School

Grades 9-12  
CDS Code 23-65581-2333185

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## Mendocino Unified School District

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Jason Morse, Superintendent ▪ [jmorse@mcn.org](mailto:jmorse@mcn.org) ▪ (707) 937-5868





**MENDOCINO**  
HIGH SCHOOL





## Principal's Message

The original Mendocino High School was dedicated in 1894 overlooking the village of Mendocino and the Pacific Ocean. Today, the main hallway proudly displays pictures of every graduating class since 1896, a visual representation of the continuity of the community. The Mendocino High School and Mendocino Community High School together serve about 170 students from Mendocino Unified School District and neighboring districts. Mendocino High School offers a traditional college preparatory program, while Mendocino Community High School is a smaller "school within a school" that offers students a close-knit, family-like learning community.

For a small school, Mendocino High School offers a rich diversity of classes, including a fully developed Career Technical Education program with six pathways of study, a unique environmental science program that has students in the field doing meaningful science, and a week in the spring when students break from the regularly scheduled classes to participate in unique educational experiences and adventures on and off campus.

## School Mission Statement

The Mendocino High Schools honor the district motto of "Learn, Explore, Create" by providing a variety of challenging educational and extracurricular programs that empower each student to strive for academic and personal excellence.

## School Vision Statement

Located in a small town of great natural beauty and cultural awareness, the Mendocino High Schools are based on a foundation of strong personal relationships and a regard for the wholeness of each student. Through meaningful and engaging learning experiences, students are challenged to be critical and creative thinkers. Each student is supported in developing a sense of responsibility to self and to the local and global community. The Mendocino High Schools foster a personal approach that inspires students to find their passions and develop strengths that will prepare them for opportunities in the 21st century.

## Student Learning Outcomes

*Our graduates will be ...*

- 1. Effective communicators who ...**
  - 1.1 Utilize written, verbal and nonverbal communication to convey significant messages.
  - 1.2. Receive and comprehend the messages of others.
- 2. Complex thinkers who ...**
  - 2.1. Are competent in accessing and analyzing information from a variety of sources.
  - 2.2. Employ critical thinking and problem-solving in a variety of situations.
- 3. Self-directed learners who ...**
  - 3.1. Function successfully, both independently and in collaborative settings.
  - 3.2. Seek enrichment and work to build on their strengths ensure success in a rapidly changing world.
- 4. Responsible citizens who ...**
  - 4.1. Display positive behaviors and attitudes toward themselves and others.
  - 4.2. Effect positive change through social responsibility and environmental sustainability in the school community and beyond.

## School Safety

The school safety plan emphasizes the important relationship of student safety and security to student learning. The school safety plan includes the following:

- A comprehensive and Safety and Environmental Management Systems (SEMS)-compliant district emergency-preparedness plan
- Ongoing training for staff in child-abuse reporting
- Strict enforcement of harassment (including cyberbullying) and sexual-harassment policies; these policies are clearly posted and provided to all employees
- Staff training in suicide prevention and awareness
- Clear school discipline policies
- Cultural awareness and diversity training
- Education and reinforcement of behavioral expectations and safety standards required of students
- Assessment, identification, and referral of students with social or emotional needs for intervention services

The school safety plan was last reviewed, updated and discussed with the school faculty in February 2021.



## School Accountability Report Card

In accordance with state and federal requirements, the School Accountability Report Card (SARC) is put forth annually by all public schools as a tool for parents and interested parties to stay informed of the school's progress, test scores and achievements.

## District Mission and Vision Statement

Our vision is to provide an integrated learning community that fosters creativity, compassion and civic responsibility in a way that maximizes personal development.

## Board Priorities

Develop and expand community partnerships and communication

Increase learning and achievement for all students, families and staff

Plan wisely for the future while maintaining fiscal integrity

Maintain and improve the physical plant

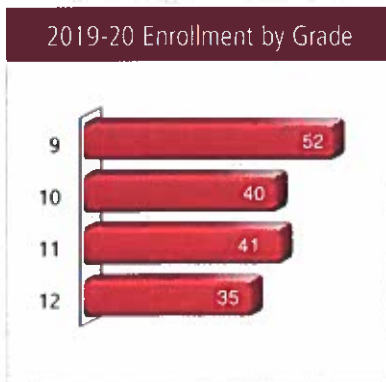


*Learn. Explore. Create.*



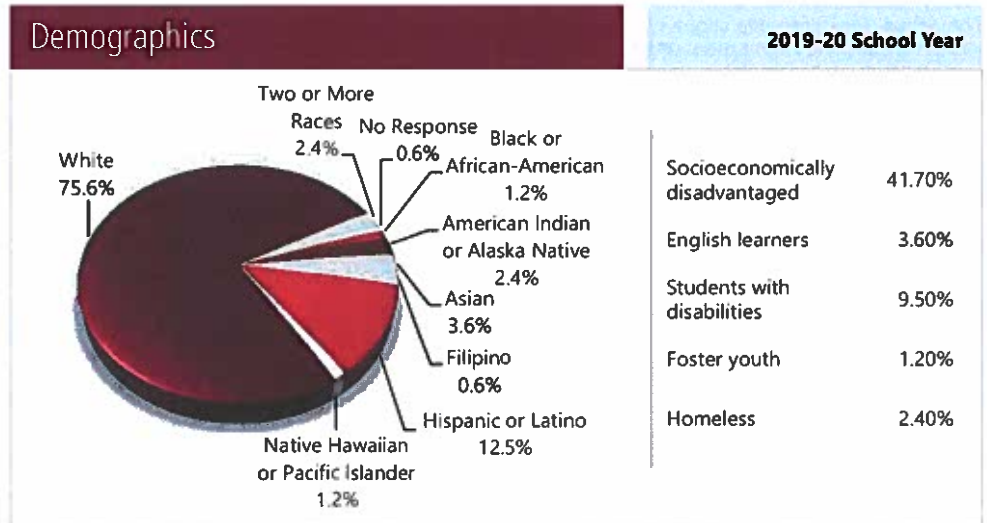
## Enrollment by Grade

The bar graph displays the total number of students enrolled in each grade for the 2019-20 school year.



## Enrollment by Student Group

The total enrollment at the school was 168 students for the 2019-20 school year. The pie chart displays the percentage of students enrolled in each group.

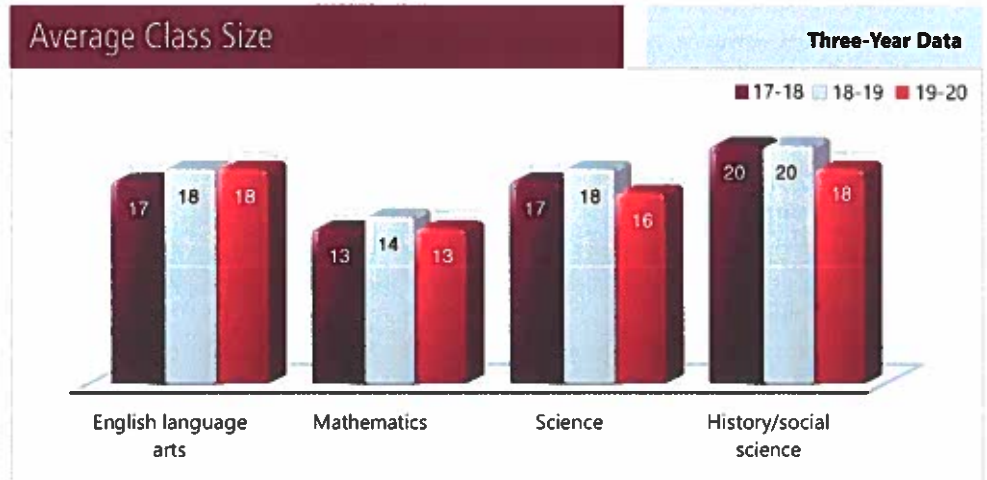


## Parental Involvement

Parents have the opportunity to participate in a variety of activities such as the School Site Council, Mendocino Unified Schools Enrichment (fundraising and program enrichment), Club Cardinal (athletic boosters), Music Boosters, and parent forums with the Principal. Parent volunteers are also invited to help with special events, presentations, field trips, and to support a variety of school programs such as athletics and class activities. Parents are invited to attend annual adviser conferences, a range of college and career guidance events, and awards ceremonies. For more information on how to become involved, contact Principal Tobin Hahn at (707) 937-5871 or thahn@mendocinoused.org.

## Class Size Distribution

The bar graph displays the three-year data for average class size, and the table displays the three-year data for the number of classrooms by size. The number of classes indicates how many classrooms fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.



## California School Dashboard

The California School Dashboard (Dashboard) <https://www.caschooldashboard.org/> reflects California's new accountability and continuous improvement system and provides information about how LEAs and schools are meeting the needs of California's diverse student population. The Dashboard contains reports that display the performance of LEAs, schools, and student groups on a set of state and local measures to assist in identifying strengths, challenges, and areas in need of improvement.

Subject	2017-18			2018-19			2019-20		
	1-22	23-32	33+	1-22	23-32	33+	1-22	21-32	33+
English language arts	8	1		7	2		6	3	
Mathematics	10			9	1		9	1	
Science	6	2		6	2		7	2	
History/social science	3	3		3	3		5	1	



## CAASPP Test Results in Science for All Students (grades 5, 8 and high school)

The new California Science Test (CAST) was first administered operationally during the 2018–19 school year. The table below shows the percentage of students meeting or exceeding the state standards.

Percentage of Students Meeting or Exceeding State Standards					Two-Year Data	
Subject	Mendocino HS		Mendocino USD		California	
	18-19	19-20	18-19	19-20	18-19	19-20
Science	35%	◇	30%	◇	30%	◇

## CAASPP Test Results in ELA and Mathematics for All Students (grades 3-8 and 11)

The table below shows the percentage of students meeting or exceeding the state standards in English language arts (ELA)/literacy and mathematics.

Percentage of Students Meeting or Exceeding State Standards					Two-Year Data	
Subject	Mendocino HS		Mendocino USD		California	
	18-19	19-20	18-19	19-20	18-19	19-20
English language arts/literacy	84%	◇	55%	◇	51%	◇
Mathematics	50%	◇	45%	◇	40%	◇

## California Physical Fitness Test

Each spring, all students in grades 5, 7 and 9 are required to participate in the California Physical Fitness Test (PFT). The Fitnessgram is the designated PFT for students in California public schools put forth by the State Board of Education. The PFT measures six key fitness areas:

1. Aerobic Capacity
2. Body Composition
3. Flexibility
4. Abdominal Strength and Endurance
5. Upper Body Strength and Endurance
6. Trunk Extensor Strength and Flexibility

Encouraging and assisting students in establishing lifelong habits of regular physical activity is the primary goal of the Fitnessgram. The table shows the percentage of students meeting the fitness standards of being in the "healthy fitness zone" for the most recent testing period. For more detailed information on the California PFT, please visit [www.cde.ca.gov/ta/tg/pf](http://www.cde.ca.gov/ta/tg/pf).

California Physical Fitness Test		2019-20 School Year
Percentage of Students Meeting Fitness Standards		Mendocino HS
		Grade 9
Four of six standards		◇
Five of six standards		◇
Six of six standards		◇

◇ The 2019-20 data are not available. Due to the COVID-19 pandemic, Executive Order N-30-20 was issued which waives the requirement for statewide testing for the 2019-20 school year.

## California Assessment of Student Performance and Progress (CAASPP)

For the 2019-20 school year, the CAASPP consists of several key components, including:

**California Alternate Assessments (CAA)** test includes both ELA/literacy and mathematics in grades 3-8 and 11 and science in grades 5, 8 and high school. The CAA is given to those students with the most significant cognitive disabilities whose current individualized education program (IEP) designates an alternate assessment.

**Smarter Balanced Assessments** include ELA/literacy and mathematics in grades 3-8 and 11. Smarter Balanced Assessments are designed to measure student progress toward college and career readiness.

The assessments under CAASPP show how well students are doing in relation to the state-adopted content standards. On each of these assessments, student aggregate scores are reported as achievement standards. For more information on the CAASPP assessments, please visit [www.cde.ca.gov/ta/tg/ca](http://www.cde.ca.gov/ta/tg/ca).



## CAASPP by Student Group: Science, English Language Arts and Mathematics

The tables on the following pages display the percentage of students that met or exceeded state standards in science, English language arts/literacy and mathematics for the school by student groups.

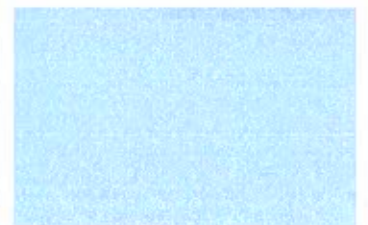
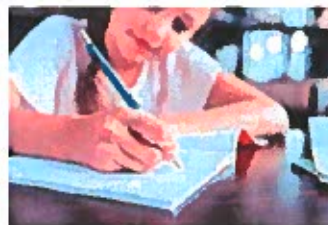
The "percentage met or exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard on the CAA divided by the total number of students who participated in both assessments.

Note: The number of students tested includes all students who participated in the test whether they received a score or not. However, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

## CAASPP Results by Student Group: Science (high school)

Percentage of Students Meeting or Exceeding State Standards					2019-20 School Year
Science					
Group	Total Enrollment	Number Tested	Percentage Tested	Percentage Not Tested	Percentage Met or Exceeded
All students	◇	◇	◇	◇	◇
Male	◇	◇	◇	◇	◇
Female	◇	◇	◇	◇	◇
Black or African-American	◇	◇	◇	◇	◇
American Indian or Alaska Native	◇	◇	◇	◇	◇
Asian	◇	◇	◇	◇	◇
Filipino	◇	◇	◇	◇	◇
Hispanic or Latino	◇	◇	◇	◇	◇
Native Hawaiian or Pacific Islander	◇	◇	◇	◇	◇
White	◇	◇	◇	◇	◇
Two or more races	◇	◇	◇	◇	◇
Socioeconomically disadvantaged	◇	◇	◇	◇	◇
English learners	◇	◇	◇	◇	◇
Students with disabilities	◇	◇	◇	◇	◇
Students receiving Migrant Education services	◇	◇	◇	◇	◇
Foster Youth	◇	◇	◇	◇	◇
Homeless	◇	◇	◇	◇	◇

◇ The 2019-20 data are not available. Due to the COVID-19 pandemic, Executive Order N-30-20 was issued which waives the requirement for statewide testing for the 2019-20 school year.



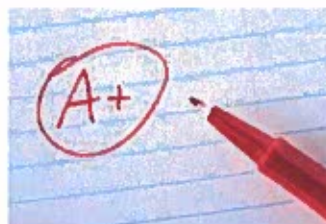




### CAASPP Results by Student Group: English Language Arts (grade 11)

Percentage of Students Meeting or Exceeding State Standards					2019-20 School Year
English Language Arts					
Group	Total Enrollment	Number Tested	Percentage Tested	Percentage Not Tested	Percentage Met or Exceeded
All students	◇	◇	◇	◇	◇
Male	◇	◇	◇	◇	◇
Female	◇	◇	◇	◇	◇
Black or African-American	◇	◇	◇	◇	◇
American Indian or Alaska Native	◇	◇	◇	◇	◇
Asian	◇	◇	◇	◇	◇
Filipino	◇	◇	◇	◇	◇
Hispanic or Latino	◇	◇	◇	◇	◇
Native Hawaiian or Pacific Islander	◇	◇	◇	◇	◇
White	◇	◇	◇	◇	◇
Two or more races	◇	◇	◇	◇	◇
Socioeconomically disadvantaged	◇	◇	◇	◇	◇
English learners	◇	◇	◇	◇	◇
Students with disabilities	◇	◇	◇	◇	◇
Students receiving Migrant Education services	◇	◇	◇	◇	◇
Foster Youth	◇	◇	◇	◇	◇
Homeless	◇	◇	◇	◇	◇

◇ The 2019-20 data are not available. Due to the COVID-19 pandemic, Executive Order N-30-20 was issued which waives the requirement for statewide testing for the 2019-20 school year.



## CAASPP Results by Student Group: Mathematics (grade 11)

Percentage of Students Meeting or Exceeding State Standards					2019-20 School Year
Mathematics					
Group	Total Enrollment	Number Tested	Percentage Tested	Percentage Not Tested	Percentage Met or Exceeded
All students	◇	◇	◇	◇	◇
Male	◇	◇	◇	◇	◇
Female	◇	◇	◇	◇	◇
Black or African-American	◇	◇	◇	◇	◇
American Indian or Alaska Native	◇	◇	◇	◇	◇
Asian	◇	◇	◇	◇	◇
Filipino	◇	◇	◇	◇	◇
Hispanic or Latino	◇	◇	◇	◇	◇
Native Hawaiian or Pacific Islander	◇	◇	◇	◇	◇
White	◇	◇	◇	◇	◇
Two or more races	◇	◇	◇	◇	◇
Socioeconomically disadvantaged	◇	◇	◇	◇	◇
English learners	◇	◇	◇	◇	◇
Students with disabilities	◇	◇	◇	◇	◇
Students receiving Migrant Education services	◇	◇	◇	◇	◇
Foster Youth	◇	◇	◇	◇	◇
Homeless	◇	◇	◇	◇	◇

◇ The 2019-20 data are not available. Due to the COVID-19 pandemic, Executive Order N-30-20 was issued which waives the requirement for statewide testing for the 2019-20 school year.





## Career Technical Education Programs

Mendocino High School is a recipient of a Career Technical Education Implementation Grant and is currently working to improve the quality of its CTE pathways. For a small school, Mendocino High School offers students a variety of pathways, some of which are integrated with core academic programs, articulated with local community colleges and connected to local industries. The following pathways and courses are offered:

- Cabinetmaking, Millwork and Woodworking Pathway
  - Woodworking I/II, Advanced Woodworking
- Design, Visual, and Media Arts Pathway
  - Desktop Publishing, 2-D Design, 3-D Design, Ceramics, Photography, AP 2-D Design
- Production and Managerial Arts Pathway
  - Introduction to Multimedia, Radio Production, Music Production, Video Production
- Engineering and Technology Pathway
  - E-Lab, Electronics
- Food Service and Hospitality Pathway
  - Culinary
- Plant and Soil Science Pathway
  - Agriculture, Botany

Many of the CTE courses offered are also A-G approved and meet rigorous academic standards. CTE students work in collaboration with academic classes. For example, Media students collaborate with students in academic courses to produce content such as podcasts, and art classes have worked with computer programming classes to produce artwork for video games.

In addition, many students in special education participate in a workability program to develop transferable skills for job readiness and explore potential career path interests.

## Career Technical Education Participation

This table displays information about participation in the school's Career Technical Education (CTE) programs.

Career Technical Education Data	2019-20 Participation
	Mendocino HS
Number of pupils participating in CTE	154
Percentage of pupils who completed a CTE program and earned a high school diploma	65%
Percentage of CTE courses that are sequenced or articulated between a school and institutions of postsecondary education	17%

## Suspensions and Expulsions

This table shows the school, district, and state suspension and expulsion rates. The 2019-20 suspension and expulsion rate data are not comparable to prior year data because the 2019-20 school year is a partial school year due to the COVID-19 crisis. As such, it would be inappropriate to make any comparisons in rates of suspensions and expulsions in the 2019-20 school year compared to prior years. Note: Students are only counted one time, regardless of the number of suspensions.

Suspensions and Expulsions	Three-Year Data					
	Mendocino HS		Mendocino USD		California	
	17-18	18-19	17-18	18-19	17-18	18-19
Suspension rates	7.0%	7.2%	6.7%	7.0%	3.5%	3.6%
Expulsion rates	0.6%	0.0%	0.2%	0.2%	0.1%	0.1%
	Mendocino HS		Mendocino USD		California	
	19-20		19-20		19-20	
Suspension rates	3.6%		3.4%		*	
Expulsion rates	0.0%		0.0%		*	

\* California suspension and expulsion data is not available at this time

## Courses for University of California (UC) and/or California State University (CSU) Admission

The table displays two measures related to the school's courses that are required for University of California and California State University admission for the most recent year for which data is available. For more detailed information, visit <http://dq.cde.ca.gov/dataquest>. For general admissions requirements, please visit the UC Admissions Information web page at <http://admission.universityofcalifornia.edu>. For admission, application and fee information, see the CSU web page at [www.calstate.edu/admission/admission.shtml](http://www.calstate.edu/admission/admission.shtml).

UC/CSU Admission	
Mendocino HS	
2018-19 and 2019-20 School Years	
Percentage of students enrolled in courses required for UC/CSU admission in 2019-20	98.25%
Percentage of graduates who completed all courses required for UC/CSU admission in 2018-19	60.53%

## Advanced Placement Courses

The following is a list of Advanced Placement (AP) courses offered by subject at the school.

Advanced Placement Courses	
2019-20 School Year	
Percentage of total enrollment enrolled in AP courses	19.90%
Number of AP courses offered at the school	4
Number of AP Courses by Subject	
Computer science	0
English	1
Fine and performing arts	1
Foreign language	0
Mathematics	1
Science	1
Social science	0



## Availability of Textbooks and Instructional Materials

The following lists the percentage of pupils who lack their own assigned textbooks and instructional materials.

Percentage of Students Lacking Materials by Subject	
2020-21 School Year	
Reading/language arts	0%
Mathematics	0%
Science	0%
History/social science	0%
Visual and performing arts	0%
Foreign language	0%
Health	0%
Science laboratory equipment	0%

## Currency of Textbooks

This table displays the date when the most recent hearing was held to adopt a resolution on the sufficiency of instructional materials.

Currency of Textbooks	
2020-21 School Year	
Data collection date	9/18/2020

## Quality of Textbooks

The following table outlines the criteria required for choosing textbooks and instructional materials.

Quality of Textbooks	
2020-21 School Year	
Criteria	Yes/No
Are the textbooks adopted from the most recent state-approved or local governing-board-approved list?	Yes
Are the textbooks consistent with the content and cycles of the curriculum frameworks adopted by the State Board of Education?	Yes
Do all students, including English learners, have access to their own textbooks and instructional materials to use in class and to take home?	Yes

## Textbooks and Instructional Materials

In the Mendocino Unified School District, all students have access to their own textbooks and instructional materials that are adopted from the most recent state-approved list. Textbooks are consistent with the content and cycles of the curriculum frameworks adopted by the State Board of Education. The district adopts textbooks during the adoption cycles recommended by the state. Common Core State Standards math textbooks were purchased in 2013, 2014 and 2015. Textbooks for K-5 English language arts curriculum were purchased in 2016 and math was purchased in 2017. 6-8 English language arts textbooks were purchased in 2017 and 2018.

Textbooks and Instructional Materials List		2020-21 School Year
Subject	Textbook	Adopted
Reading/language arts	Edge 2014 B: Student Edition	2015
Reading/language arts	Literature-based curriculum	2001
Reading/language arts	Modern World Literature, McDougal Littell	2001
Mathematics	Statistics, CPM	2018
Mathematics	Algebra 2 and Precalculus, College Preparatory Math (CPM)	2013
Mathematics	Calculus, 2nd Edition, CPM	2015
Mathematics Common Core	Core Connections: Geometry, CPM	2013
Mathematics Common Core	Core Connections: Algebra, CPM	2013
Mathematics Common Core	Core Connections: Algebra 2, CPM	2014
Science	Environmental Science for AP, Second Edition	2015
Science	Biology 2020 California	2020-21
Science	Experience Chemistry for California	2020-21
Science	Conceptual Physics, Hewitt	2017
Science	Earth Science, McGraw-Hill	2004-05
History/social science	A Young People's History of the United States	2015
History/social science	United States History and Government, Prentice Hall	2003
History/social science	World History: Traditions & Encounters, McGraw-Hill	2008

## Professional Development

Each fall, Mendocino Unified School District teachers attend three days of professional-development training. For the 2020-21 school year, five additional professional development days were added to allow for preparation of the distance learning curriculum due to the COVID-19 pandemic. Teachers used these additional days to collaborate on lessons, prepare their delivery platforms, and create a personalized website for each class.

Professional Development Days	Three-Year Data		
	2018-19	2019-20	2020-21
Number of school days dedicated to staff development and continuous improvement	4.5	4.5	9.5



## School Facility Good Repair Status

The table shows the results of the school's most recent inspection using the Facility Inspection Tool (FIT) or equivalent school form. This inspection determines the school facility's good repair status using ratings of good condition, fair condition or poor condition. The overall summary of facility conditions uses ratings of exemplary, good, fair or poor.

School Facility Good Repair Status		2020-21 School Year
Items Inspected	Repair Status	
<b>Systems:</b> Gas leaks, sewer, mechanical systems (heating, ventilation and HVAC)	Good	
<b>Interior:</b> Interior surfaces (floors, ceilings, walls and window casings)	Poor	
<b>Cleanliness:</b> Pest/vermin control, overall cleanliness	Good	
<b>Electrical:</b> Electrical systems	Good	
<b>Restrooms/fountains:</b> Restrooms, sinks and drinking fountains	Good	
<b>Safety:</b> Fire safety, emergency systems, hazardous materials	Good	
<b>Structural:</b> Structural condition, roofs	Fair	
<b>External:</b> Windows/doors/gates/fences, playgrounds/school grounds	Fair	
<b>Overall summary of facility conditions</b>	Good	
<b>Date of the most recent school site inspection</b>	10/26/2020	
<b>Date of the most recent completion of the inspection form</b>	10/26/2020	

## Deficiencies and Repairs

The table lists the repairs required for all deficiencies found during the site inspection. Regardless of each item's repair status, all deficiencies are listed.

Deficiencies and Repairs		2020-21 School Year
Items Inspected	Deficiencies and Action Taken or Planned	Date of Action
<b>Systems</b>	Air handler thermostat controls not working. Included in modernization project.	2021-2023
<b>Interior</b>	Boys bathroom needs paint. Rusted heater cover in Rm 8. Hole in wall in Main Office. Main Hallways need paint. Rm 2 has stained countertops. Library walls need work. Wallpaper peels. Computer Lab and Elab need carpet replaced. Girls Gym Bath needs paint. Boys Gym Bath needs paint. Broken lockers in Boys locker room. Holes in paint. Ceiling tiles are missing in the weight room. Included in modernization project.	2021-2023
<b>Cleanliness</b>	Lingering damp smell in teachers' lounge. Included in modernization project.	2021-2023
<b>Electrical</b>	Breaker panel should be replaced in Room 3. Shorted wire in Rm 2. Included in modernization project.	2021-2023
<b>Restrooms/fountains</b>	Sinks are rusty in Gym Girls Bath. Sinks are rusty in Gym Boys Bath. Boys Locker room needs new countertop.	2021-2023
<b>Structural</b>	Rm 7 has hole in wall near chalkboard. Rm 5 has peeling baseboard. East wall of Workshop needs structural repair. Hole in wall in boy's locker room. Gym Kitchen is missing baseboard. Included in modernization project.	2021-2023
<b>External</b>	Gym exterior gutters are rusting, window won't close needs new roof. Woodshop needs exterior paint. Included in modernization project.	2021-2023

## School Facilities

Construction on the original Mendocino High School, one of two original schools in the county, began in 1893. That building stood for more than 50 years before being replaced in the late 1940s. A Mendocino Beacon newspaper article from 1946 said, "fifty-three years has this good old building struggling with the elements of weather and faithfully has it served as an educational sanctorum. The time has come when the repair and upkeep are too great for the value received." Some 70 years later, the main campus building will be replaced, thanks to a bond that passed in March of 2020. All campus facilities will receive an upgrade between 2021-2023.

The main building and oldest structure sits on the highest part of the school property and has nine classrooms, a library, computer lab, teachers' lounge and main office. A separate newer building houses the gym, locker rooms, multipurpose room and two additional classrooms. The Community School is housed in another newer building with a great room, office, three classrooms, a kitchen and small meeting room. The lower part of the campus includes another computer lab, media lab and woodshop. The newest part of the campus is the Performing Arts Center and band room.

The district's maintenance department oversees safety, cleanliness and adequacy of school facilities, including any needed maintenance to ensure good repair. Custodians work throughout the day to keep the campus clean and safe. Classrooms and restrooms are cleaned daily. Both the custodial and maintenance staff clean and maintain the grounds throughout the day.

Students and staff enjoy a high level of safety and security on campus. They pride themselves on a sense of trust and mutual respect that allows students to leave their backpacks and other belongings in the hallways and around campus without a need for secured lockers. There is a low incidence of vandalism, theft, or fights among students. The school has an open-campus policy, which allows students to go into town during lunch breaks. All school activities during and after school are well supervised by staff.

## Types of Services Funded

There are a variety of services funded by categorical funds and other funds such as grants. These services include career and college exploration, personal and group counseling, tutorial classes, intervention services, school gardens, and art instruction.





## Academic Counselors and School Support Staff

This table displays information about academic counselors and support staff at the school and their full-time equivalent (FTE).

Ratio of Pupils to Academic Counselors and School Support Staff Data	
2019-20 School Year	
	Ratio
Pupils to Academic counselors	◇
Support Staff	FTE
Counselor (academic, social/behavioral or career development)	1.50
Library media teacher (librarian)	0.00
Library media services staff (paraprofessional)	0.00
Psychologist	0.50
Social worker	0.50
Nurse	0.00
Speech/language/hearing specialist	0.40
Resource specialist (nonteaching)	0.00

## Teacher Qualifications

This table shows information about teacher credentials and teacher qualifications. Teachers without a full credential include teachers with district and university internships, pre-internships, emergency or other permits, and waivers. For more information on teacher credentials, visit [www.ctc.ca.gov](http://www.ctc.ca.gov).

Teacher Credential Information	Three-Year Data			
	Mendocino USD		Mendocino HS	
	20-21	18-19	19-20	20-21
Teachers				
With a full credential	41	20	14	15
Without a full credential	1	0	2	1
Teaching outside subject area of competence (with full credential)	7	0	0	3*

## Teacher Misassignments and Vacant Teacher Positions

This table displays the number of teacher misassignments (positions filled by teachers who lack legal authorization to teach that grade level, subject area, student group, etc.) and the number of vacant teacher positions (not filled by a single designated teacher assigned to teach the entire course at the beginning of the school year or semester). Please note that total teacher misassignments includes the number of teacher misassignments of English learners.

Teacher Misassignments and Vacant Teacher Positions	Three-Year Data		
	Mendocino HS		
	18-19	19-20	20-21
Teachers			
Teacher misassignments of English learners	0	0	0
Total teacher misassignments	0	0	0
Vacant teacher positions	0	0	0

## Graduation and Dropout Rates

This table displays the graduation and dropout rates for the most recent three-year period for which data is available. The four-year adjusted cohort graduation rate is the number of students who graduate in four years with a regular high school diploma divided by the number of students who form the adjusted cohort for the graduating class. From the beginning of grade 9 (or the earliest high school grade), students who are entering that grade for the first time form a cohort that is "adjusted" by adding any students who subsequently transfer into the cohort and subtracting any students who subsequently transfer out. For more information, please visit <http://dq.cde.ca.gov/dataquest>.

Graduation and Dropout Rates	Three-Year Data					
	Graduation Rate			Dropout Rate		
	16-17	17-18	18-19	16-17	17-18	18-19
Mendocino HS	100.00%	100.00%	88.40%	0.00%	0.00%	11.60%
Mendocino USD	91.10%	86.20%	83.30%	5.40%	12.10%	16.70%
California	82.70%	83.00%	84.50%	9.10%	9.60%	9.00%

\* Each teacher teaching outside area of competence is only teaching one subject (equal to 0.2 FTE) that is outside their credential area, however they are legal under Ed. code.

◇ Not applicable.



## Financial Data

The financial data displayed in this SARC is from the 2018-19 fiscal year. The most current fiscal information available provided by the state is always two years behind the current school year and one year behind most other data included in this report. For detailed information on school expenditures for all districts in California, see the California Department of Education (CDE) Current Expense of Education & Per-pupil Spending web page at [www.cde.ca.gov/ds/fd/ec](http://www.cde.ca.gov/ds/fd/ec). For information on teacher salaries for all districts in California, see the CDE Certificated Salaries & Benefits web page at [www.cde.ca.gov/ds/fd/cs](http://www.cde.ca.gov/ds/fd/cs). To look up expenditures and salaries for a specific school district, see the Ed-Data website at [www.ed-data.org](http://www.ed-data.org).

## District Financial Data

This table displays district teacher and administrative salary information and compares the figures to the state averages for districts of the same type and size based on the salary schedule. Note: The district salary data does not include benefits.

Salary Data	2018-19 Fiscal Year	
	Mendocino USD	Similar Sized District
<b>Beginning teacher salary</b>	▲	\$44,318
<b>Midrange teacher salary</b>	▲	\$67,053
<b>Highest teacher salary</b>	▲	\$90,163
<b>Average elementary school principal salary</b>	▲	\$106,389
<b>Average middle school principal salary</b>	▲	\$113,976
<b>Average high school principal salary</b>	▲	\$114,214
<b>Superintendent salary</b>	▲	\$141,066
<b>Teacher salaries: percentage of budget</b>	30%	29%
<b>Administrative salaries: percentage of budget</b>	8%	6%

## Financial Data Comparison

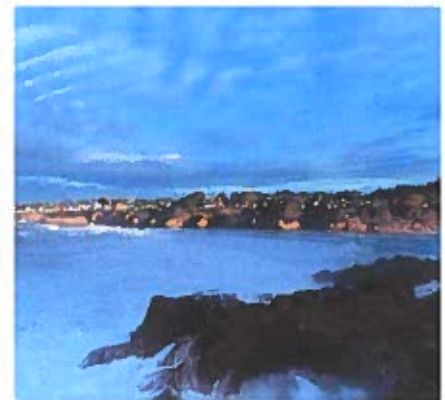
This table displays the school's per-pupil expenditures from unrestricted sources and the school's average teacher salary and compares it to the district and state data.

Financial Data Comparison	2018-19 Fiscal Year	
	Expenditures Per Pupil From Unrestricted Sources	Annual Average Teacher Salary
<b>Mendocino HS</b>	\$11,267	\$51,675
<b>Mendocino USD</b>	\$17,682	\$61,073
<b>California</b>	\$7,750	\$68,990
<b>School and district: percentage difference</b>	-36.3%	-15.4%
<b>School and California: percentage difference</b>	+45.4%	-25.1%

▲ Information is not available at this time.

## Public Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available at a workstation, and the ability to print documents.



## School Financial Data

The following table displays the school's average teacher salary and a breakdown of the school's expenditures per pupil from unrestricted and restricted sources.

School Financial Data	
2018-19 Fiscal Year	
<b>Total expenditures per pupil</b>	\$14,295
<b>Expenditures per pupil from restricted sources</b>	\$3,027
<b>Expenditures per pupil from unrestricted sources</b>	\$11,267
<b>Annual average teacher salary</b>	\$51,675

## Expenditures Per Pupil

Supplemental/restricted expenditures come from money whose use is controlled by law or by a donor. Money that is designated for specific purposes by the district or governing board is not considered restricted. Basic/unrestricted expenditures are from money whose use, except for general guidelines, is not controlled by law or by a donor.

# Mendocino High School



Data for this year's SARC was provided by the California Department of Education and school and district offices. For additional information on California schools and districts and comparisons of the school to the district, the county and the state, please visit DataQuest at <http://dq.cde.ca.gov/dataquest>. DataQuest is an online resource that provides reports for accountability, test data, enrollment, graduates, dropouts, course enrollments, staffing and data regarding English learners. Per Education Code Section 35256, each school district shall make hard copies of its annually updated report card available, upon request, on or before February 1. All data accurate as of December 2020.

## School Accountability Report Card

PUBLISHED BY:

**SIA** School  
Innovations  
& Achievement  
[www.sia-us.com](http://www.sia-us.com) | 800.487.9234

## MENDOCINO UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING

### CALENDAR 2021-22 (Revised 12/29/20)

**Regular Board meetings are typically on the 3<sup>rd</sup> Thurs of the month at 5:00 pm at the K-8 School Campus in the Multipurpose Room (except as noted)**

**MEETINGS ARE HELD VIRTUALLY UNTIL FURTHER NOTICE**

Month	Day	Year	Wednesday/ Thursday	Wk	Other/ location
January	6	2021	1 <sup>st</sup> Wednesday	1	Board Study Session
January	21	2021	3 <sup>rd</sup> Thursday	3	K-8 School
February	3	2021	1 <sup>st</sup> Wednesday	1	Superintendent Evaluation
February	11	2021	2 <sup>nd</sup> Thursday	2	Greenwood Preschool
March	11	2021	2 <sup>nd</sup> Thursday	2	K-8 School
April	21	2021	4 <sup>th</sup> Wednesday	4	High School
May	5	2021	1 <sup>st</sup> Wednesday	1	Board Study Session
May	20	2021	3 <sup>rd</sup> Thursday	3	K-8 School
June	2	2021	1 <sup>st</sup> Wednesday	1	K-8 School
June	22	2021	4 <sup>th</sup> Tuesday	4	K-8 School
July	--	--	--	--	No Meeting in July
August	25	2021	4 <sup>th</sup> Wednesday	4	K-8 School
September	9	2021	2 <sup>nd</sup> Thursday	2	K-8 School
October	6	2021	1 <sup>st</sup> Wednesday	1	Board Study Session
October	21	2021	3 <sup>rd</sup> Thursday	3	Comptche School
November	18	2021	3 <sup>rd</sup> Thursday	3	K-8 School
December	9	2021	2 <sup>nd</sup> Thursday	2	K-8 School
January	5	2022	1 <sup>st</sup> Wednesday	1	Board Study Session
January	20	2022	3 <sup>rd</sup> Thursday	3	K-8 School
February	2	2022	1 <sup>st</sup> Wednesday	1	Superintendent Evaluation
February	10	2022	2 <sup>nd</sup> Thursday	2	Albion School
March	10	2022	2 <sup>nd</sup> Thursday	2	K-8 School
April	21	2022	3 <sup>rd</sup> Thursday	3	High School
May	4	2022	1 <sup>st</sup> Wednesday	1	Board Study Session
May	19	2022	3 <sup>rd</sup> Thursday	3	K-8 School
June	1	2022	1 <sup>st</sup> Wednesday	1	K-8 School
June	14	2022	2 <sup>nd</sup> Tuesday	3	K-8 School

Board meetings are typically the 3<sup>rd</sup> Thursday of the month. Exceptions may apply due to holidays, school events, and other conflicts.

Board Study Sessions: 3 per year in January, May, and October; also as needed

Superintendent Evaluation: February

\*LCAP Public Hearing and Budget Adoption Public Hearing, first Thursday in June

## Erin Placido

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**From:** Anna Levy <alevy@mendocinoused.org>  
**Sent:** Thursday, December 17, 2020 10:18 AM  
**To:** Erin Placido  
**Subject:** Intermittent Leave Request

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Dear Erin,

I hope this note finds you doing well and enjoying a peaceful December.

As you know, I will be going on maternity leave in January 2021. While on leave, which will be first covered as part of Pregnancy Disability and then will continue through much of the spring as Baby Bonding Time, I would like to request the ability to work one hour each week. That hour will be used to provide clinical supervision to Cecilia Jimenez as she works towards her license as a Clinical Social Worker (LCSW).

Since her graduation from her Master's program, I have provided Cecilia with this supervision as part of my job duties for MUSD. It is a benefit to the district because I am able to do so without charge, which is normally at least \$150/hour. She is required by the state to have clinical supervision each week in order to work towards her license; eventually having her license will allow her to provide a broader range of services to the students in our district, including possibly providing services to students who have IEPs.

Cecilia and I would work out a mutually agreed-upon time to meet each week, with the likely exception of the first week or so after I have my son.

Please let me know if you have any questions; I am happy to talk through this in more detail if it's helpful.

Be well,

Anna

--

Anna Levy, MA, LPCC, NCC  
District Counselor  
Mendocino Unified School District  
pronouns: she/her

**Students**

**Nondiscrimination/Harassment**

This policy shall apply to all acts constituting unlawful discrimination or harassment related to school activity or to school attendance occurring within a district school, and to acts which occur off campus or outside of school-related or school-sponsored activities but which may have an impact or create a hostile environment at school.

The Governing Board desires to provide a safe school environment that allows all students equal access to and opportunities in the district's academic, extracurricular, and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying, targeted at any student by anyone, 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, or genetic information, or association with a person or group with one or more of these actual or perceived characteristics.

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying, may result from physical, verbal, nonverbal, or written conduct based on any of the categories listed above. Unlawful discrimination also occurs when prohibited conduct is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

The Board also prohibits any form of retaliation against any individual who reports or participates in the reporting of unlawful discrimination, files or participates in the filing of a complaint, or investigates or participates in the investigation of a complaint or report alleging unlawful discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint.

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. In addition, the Superintendent or designee shall post the district's policies prohibiting discrimination, harassment, intimidation, and bullying and other required information on the district's web site in a manner that is easily accessible to parents/guardians and students, in accordance with law and the accompanying administrative regulation.

The Superintendent or designee shall provide training and/or information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the district's educational program. The Superintendent or designee shall report the findings and recommendations to the Board after each review.

Regardless of whether a complainant complies with the writing, timeline, and/or other formal filing requirements, all complaints alleging unlawful discrimination, including discriminatory harassment, intimidation, or bullying, shall be investigated and prompt action taken to stop the discrimination, prevent recurrence, and address any continuing effect on students.

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate



consequence or discipline, which may include suspension or expulsion when the behavior is severe or pervasive as defined in Education Code [48900.4](#). Any employee who permits or engages in prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

#### Record-Keeping

The Superintendent or designee shall maintain a record of all reported cases of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, to enable the district to monitor, address, and prevent repetitive prohibited behavior in district schools.

#### Legal Reference:

##### EDUCATION CODE

[200-262.4](#) Prohibition of discrimination

[48900.3](#) Suspension or expulsion for act of hate violence

[48900.4](#) Suspension or expulsion for threats or harassment

[48904](#) Liability of parent/guardian for willful student misconduct

[48907](#) Student exercise of free expression

[48950](#) Freedom of speech

[48985](#) Translation of notices

[49020-49023](#) Athletic programs

[49060-49079](#) Student records

[51500](#) Prohibited instruction or activity

[51501](#) Prohibited means of instruction

[60044](#) Prohibited instructional materials

##### CIVIL CODE

[1714.1](#) Liability of parents/guardians for willful misconduct of minor

##### GOVERNMENT CODE

[11135](#) Nondiscrimination in programs or activities funded by state

##### PENAL CODE

[422.55](#) Definition of hate crime

[422.6](#) Crimes, harassment

##### CODE OF REGULATIONS, TITLE 5

[432](#) Student record

[4600-4670](#) Uniform complaint procedures

[4900-4965](#) Nondiscrimination in elementary and secondary education programs

##### UNITED STATES CODE, TITLE 20

[1681-1688](#) Title IX of the Education Amendments of 1972

##### 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

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

99.31 Disclosure of personally identifiable information

100.3 Prohibition of discrimination on basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

104.8 Notice

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

110.25 Prohibition of discrimination based on age

COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003) 324 F.3d 1130

Management Resources:

CSBA PUBLICATIONS

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Sex Discrimination, March 2017

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California's K-12 Schools in Responding to Immigration Issues, April 2018

FIRST AMENDMENT CENTER PUBLICATIONS

Public Schools and Sexual Orientation: A First Amendment Framework for Finding Common Ground, 2006

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016

Dear Colleague Letter: Title IX Coordinators, April 2015

Resolution Agreement Between the Arcadia Unified School District, U.S. Department of Education, Office for Civil Rights, and the U.S. Department of Justice, Civil Rights Division, (2013) OCR 09-12-1020, DOJ 169-12C-70

Dear Colleague Letter: Harassment and Bullying, October 2010

Notice of Non-Discrimination, Fact Sheet, August 2010

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, August 2003

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

California Office of the Attorney General: <http://oag.ca.gov>

California Safe Schools Coalition: <http://www.casafeschools.org>

First Amendment Center: <http://www.firstamendmentcenter.org>



U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>  
(9/16 5/18) 5/20

## **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](#))

Jason Morse, Superintendent  
44141 Little Lake Road  
P.O.Box 1154  
Mendocino, CA 95460  
707-937-5868  
JMorse@mcn.org

### **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 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)
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

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, including transgender and gender-nonconforming 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 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, including transgender and gender-nonconforming students.

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
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
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

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

## 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.

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:

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 transgender status 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 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 transgender status, discriminatory enforcement of a dress code, and other instances of gender-based harassment.

To ensure that 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 transgender or gender-nonconforming status is the student's private information and 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 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 a 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 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.

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 identify and develop strategies for ensuring that the student's access to educational programs and activities is maintained. The meeting shall discuss the 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 a 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 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.

5. **Student Records:** A student's legal name or gender as entered on the mandatory student record required pursuant to 5 CCR [432](#) shall only be changed with proper documentation. When a student presents government-issued documentation of a name and/or gender change or submits a request for a name and/or gender change through the process specified in Education Code [49070](#), the district shall update the student's records. (Education Code 49062.5, [49070](#))

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.



**Instruction**

**Education for English Language Learners**

The Governing Board intends to provide English learners with challenging curriculum and instruction that maximize the attainment of high levels of proficiency in English, advance multilingual capabilities, and facilitate student achievement in the district's regular course of study.

English learners shall be provided differentiated English language development instruction which is targeted to their English proficiency level. Such instruction shall be based on sound instructional theory, be aligned with state content standards, emphasize inquiry-based learning and critical thinking skills, and be integrated across all subject areas.

No middle or high school student who is an English learner shall be denied enrollment in any of the following: (Education Code 60811.8)

1. Courses in the core curriculum areas of reading/language arts, mathematics, science, and history-social science, courses required to meet state and local high school graduation requirements, or courses required for middle school grade promotion

However, an English learner may be denied participation in any such course if the student has been enrolled in a school in the United States for less than 12 months or is enrolled in a program designed to develop the basic English skills of newly arrived immigrant students, and the course of study provided to the student is designed to remedy academic deficits incurred during participation and to enable the student to attain parity of participation in the standard instructional program within a reasonable length of time after the student enters the school system.

2. A full course load of courses specified in item #1 above

3. Other courses that meet the "a-g" course requirements for college admission or are advanced courses such as honors or Advanced Placement courses, on the sole basis of the student's classification as an English learner

The district shall identify in its local control and accountability plan (LCAP) goals and specific actions and services to enhance student engagement, academic achievement, and other outcomes for English learners.

The Superintendent or designee shall encourage parent/guardian and community involvement in the development and evaluation of programs for English learners. The Superintendent or designee may also provide an English development literacy training program for parents/guardians and community members so that they may better support students' English language development.

**Staff Qualifications and Training**

The Superintendent or designee shall ensure that all staff employed to teach English learners possess the appropriate authorization from the Commission on Teacher Credentialing.

The district shall provide effective professional development to teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), administrators, and other school or community-based organization personnel to improve the instruction and assessment of English learners and enhance staff's ability to understand and use curricula, assessment, and instructional strategies for English learners. Such professional development shall be of sufficient intensity and duration to produce a positive and lasting impact on teachers' performance in the classroom. (20 USC 6825)

Staff development shall also address the sociocultural needs of English learners and provide opportunities for teachers to engage in supportive, collaborative learning communities.

#### Identification and Assessment

The Superintendent or designee shall maintain procedures for the early identification of English learners and an assessment of their proficiency using the state's English Language Proficiency Assessments for California (ELPAC). To oversee test administration, the Superintendent or designee shall annually designate a district ELPAC coordinator and a site coordinator for each test site in accordance with 5 CCR 11518.40-11518.45.

Once identified as an English learner, a student shall be annually assessed for language proficiency until the student is reclassified based on criteria specified in the accompanying administrative regulation.

In addition, English learners' academic achievement in English language arts, mathematics, science, and any additional subject required by law shall be assessed using the California Assessment of Student Performance and Progress. As necessary, the test shall be administered with testing variations in accordance with 5 CCR 854.1-854.3. English learners who are in their first 12 months of attending a school in the United States shall be exempted from taking the English language arts assessment to the extent allowed by federal law. (Education Code [60603](#), [60640](#); 5 CCR 854.1-854.3)

Formative assessments may be utilized to analyze student performance and appropriately adapt teaching methodologies and instructions.

#### Language Acquisition Programs

The district shall offer research-based language acquisition programs that are designed to ensure English acquisition as rapidly and as effectively as possible and that provide instruction to students on the state-adopted academic content standards, including the English language development standards. (Education Code [306](#); 5 CCR [11300](#))

At a minimum, the district shall offer a structured English immersion program which includes designated and integrated English language development. In the structured English immersion program, nearly all of the classroom instruction shall be provided in English, but with the curriculum and presentation designed for students who are learning English. (Education Code [305-306](#); 5 CCR [11309](#))

For the purpose of determining the amount of instruction to be conducted in English in the structured English immersion program, "nearly all" means that all classroom instruction shall be conducted in English except for clarification, explanation, and support as needed.

In addition, language acquisition programs offered by the district may include, but are not limited to, the following: (Education Code [305-306](#))

1. A dual-language immersion program that provides integrated language learning and academic instruction for native speakers of English and native speakers of another language, with the goals of high academic achievement, first and second language proficiency, and cross-cultural understanding
2. A transitional or developmental program for English learners that provides literacy and academic instruction in English and a student's native language and that enables an English learner to achieve English proficiency and academic mastery of subject matter content and higher order thinking skills, including critical thinking, in order to meet state academic content standards

Note: The following paragraph is for use by districts that maintain any of grades K-3.

The district's language acquisition programs for grades K-3 shall comply with class size requirements specified in Education Code [42238.02](#). (Education Code [310](#))

In establishing the district's language acquisition programs, the Superintendent or designee shall consult with parents/guardians and the community during the LCAP development process. The Superintendent or designee shall also consult with administrators, teachers, and other personnel with appropriate authorizations and experience in establishing a language acquisition program. (Education Code [305](#))

At the beginning of each school year or upon a student's enrollment, parents/guardians shall be provided information on the types of language acquisition programs available to students enrolled in the district, including, but not limited to, a description of each program, the process to be followed in making a program selection, identification of any language to be taught in addition to English when the program includes instruction in another language, and the process to request establishment of a language acquisition program. (Education Code [310](#); 5 CCR [11310](#))

Whenever a student is identified as an English learner based on the results of the ELPAC, the student's parents/guardians may choose a language acquisition program that best suits their child. To the extent possible, any language acquisition program requested by the parents/guardians of 30 or more students at the school or by the parents/guardians of 20 or more students at any grade level shall be offered by the school. (Education Code [310](#); 5 CCR [11311](#))

#### Reclassification

When an English learner is determined based on state and district reclassification criteria to have acquired a reasonable level of English proficiency pursuant to Education Code [313](#) and [52164.6](#), or upon request by the student's parent/guardian, the student shall be transferred from a language acquisition program into an English language mainstream classroom.

#### Program Evaluation

To evaluate the effectiveness of the district's educational program for English learners, the Superintendent or designee shall report to the Board, at least annually, regarding:

1. Progress of English learners towards proficiency in English
2. The number and percentage of English learners reclassified as fluent English proficient
3. The number and percentage of English learners who are or are at risk of being classified as long-term English learners in accordance with Education Code [313.1](#)
4. The achievement of English learners on standards-based tests in core curricular areas
5. For any language acquisition program that includes instruction in a language other than English, student achievement in the non-English language in accordance with 5 CCR [11309](#)
6. Progress toward any other goals for English learners identified in the district's LCAP
7. A comparison of current data with data from at least the previous year in regard to items #1-6 above
8. A comparison of data between the different language acquisition programs offered by the district

The Superintendent or designee shall also provide the Board with regular reports from any district or schoolwide English learner advisory committees.

Legal Reference:

## EDUCATION CODE

[300-340](#) English language education, especially:

[305-310](#) Language acquisition programs

[313-313.5](#) Assessment of English proficiency

[430-446](#) English Learner and Immigrant Pupil Federal Conformity Act

[33050](#) State Board of Education waiver authority

[42238.02-42238.03](#) Local control funding formula

[44253.1-44253.11](#) Qualifications for teaching English learners

[48980](#) Parental notifications

[48985](#) Notices to parents in language other than English

[52052](#) Accountability; numerically significant student subgroups

[52060-52077](#) Local control and accountability plan

[52160-52178](#) Bilingual Bicultural Act

[56305](#) CDE manual on English learners with disabilities

[60603](#) Definition, recently arrived English learner

[60640](#) California Assessment of Student Performance and Progress

[60811-60812](#) Assessment of English language development

[62002.5](#) Continuation of advisory committee after program sunsets

## CODE OF REGULATIONS, TITLE 5

854.1-854.3 CAASPP and universal tools, designated supports, and accommodations

854.9 CASSPP and unlisted resources for students with disabilities

[11300-11316](#) English learner education

11517.6-11519.5 English Language Proficiency Assessments for California

## UNITED STATES CODE, TITLE 20

[1412](#) Individuals with Disabilities Education Act; state eligibility

[1701-1705](#) Equal Educational Opportunities Act

[6311](#) Title I state plan

[6312](#) Title I local education agency plans

6801-7014 Title III, language instruction for English learners and immigrant students



## 7801 Definitions

### CODE OF FEDERAL REGULATIONS, TITLE 34

100.3 Discrimination prohibited

200.16 Assessment of English learners

### COURT DECISIONS

Valeria O. v. Davis, (2002) 307 F.3d 1036

California Teachers Association v. State Board of Education et al., (9th Circuit, 2001) 271 F.3d 1141

McLaughlin v. State Board of Education, (1999) 75 Cal.App.4th 196

Teresa P. et al v. Berkeley Unified School District et al, (1989) 724 F.Supp. 698

### ATTORNEY GENERAL OPINIONS

83 Ops.Cal.Atty.Gen. 40 (2000)

### Management Resources:

### CSBA PUBLICATIONS

English Learners in Focus: The English Learner Roadmap: Providing Direction for English Learner Success, Governance Brief, February 2018

English Learners in Focus, Issue 4: Expanding Bilingual Education in California after Proposition 58, Governance Brief, March 2017

English Learners in Focus, Issue 1: Updated Demographic and Achievement Profile of California's English Learners, Governance Brief, rev. September 2016

English Learners in Focus, Issue 3: Ensuring High-Quality Staff for English Learners, Governance Brief, July 2016

English Learners in Focus, Issue 2: The Promise of Two-Way Immersion Programs, Governance Brief, September 2014

### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Practitioners' Guide for Educating English Learners with Disabilities, 2019

California English Learner Roadmap: Strengthening Comprehensive Educational Policies, Programs and Practices for English Learners, 2018

Matrix One: Universal Tools, Designated Supports, and Accommodations for the California Assessment of Student Performance and Progress for 2017-18, rev. August 2017

Reclassification Guidance for 2017-18, CDE Correspondence, April 28, 2017

Integrating the CA ELD Standards into K-12 Mathematics and Science Teaching and Learning, December 2015

Next Generation Science Standards for California Public Schools, Kindergarten through Grade Twelve, rev. March 2015

English Language Arts/English Language Development Framework for California Public Schools: Transitional Kindergarten Through Grade Twelve, 2014

Common Core State Standards for Mathematics, rev. 2013

English Language Development Standards for California Public Schools: Kindergarten Through Grade Twelve, 2012

#### THE EDUCATION TRUST- WEST PUBLICATIONS

Unlocking Learning II: Math as a Lever for English Learner Equity, March 2018

Unlocking Learning: Science as a Lever for English Learner Equity, January 2017

#### U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Accountability for English Learners Under the ESEA, Non-Regulatory Guidance, January 2017

Innovative Solutions for Including Recently Arrived English Learners in State Accountability Systems: A Guide for States, January 2017

English Learner Tool Kit for State and Local Educational Agencies (SEAs and LEAs), rev. November 2016

English Learners and Title III of the Elementary and Secondary Education Act (ESEA), as Amended by the Every Student Succeeds Act (ESSA), Non-Regulatory Guidance, September 23, 2016

Dear Colleague Letter: English Learner Students and Limited English Proficient Parents, January 7, 2015

#### WEB SITES

CSBA: <http://www.csba.org>

California Association for Bilingual Education: <http://www.gocabe.org>

California Department of Education: <http://www.cde.ca.gov/sp/el>

National Clearinghouse for English Language Acquisition: <http://www.ncela.us>

The Education Trust-West: <http://west.edtrust.org>

U.S. Department of Education: <http://www.ed.gov>

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**Instruction**

**Education for English Language Learners**

Definitions

English learner means a student who is age 3-21 years, who is enrolled or is preparing to enroll in an elementary or secondary school, and whose difficulties in speaking, reading, writing, or understanding the English language may be sufficient to deny the student the ability to meet state academic standards, the ability to successfully achieve in classrooms where the language of instruction is English, or the opportunity to participate fully in society. An English learner may include a student who was not born in the United States or whose native language is a language other than English; a student who is Native American or Alaska Native, or a native resident of the outlying areas, who comes from an environment where a language other than English has had a significant impact on the individual's level of English language proficiency; or a student who is migratory, whose native language is a language other than English, and who comes from an environment where a language other than English is dominant. (Education Code [306](#); 20 USC 7801)

Designated English language development means instruction provided during a time set aside in the regular school day for focused instruction on the state-adopted English language development standards to assist English learners to develop critical English language skills necessary for academic content learning in English. (5 CCR [11300](#))

Integrated English language development means instruction in which the state-adopted English language development standards are used in tandem with the state-adopted academic content standards. Integrated English language development includes specially designed academic instruction in English. (5 CCR [11300](#))

Native speaker of English means a student who has learned and used English at home from early childhood and English has been the primary means of concept formation and communication. (Education Code [306](#))

Identification and Assessments

Upon enrollment in the district, each student's primary language shall be determined through the use of a home language survey. (Education Code [52164.1](#); 5 CCR [11307](#), 11518.5)

Any student who is identified as having a primary language other than English as determined by the home language survey, and who has not previously been identified as an English learner by a California public school or for whom there is no record of results from an administration of an English language proficiency test, shall be initially assessed for English proficiency using the English Language Proficiency Assessments for California (ELPAC). Prior to administering the ELPAC, the Superintendent or designee shall notify the student's parent/guardian in writing that the student will be administered the initial ELPAC. (Education Code [313](#), [52164.1](#); 5 CCR 11518.5)

Administration of the ELPAC, including the use of variations and accommodations in test administration when authorized, shall be conducted in accordance with test publisher instructions and 5 CCR 11518.5-11518.35.

Based on the initial assessment, the student shall be classified either as initially fluent in English proficient or as an English learner. The Superintendent or designee shall notify the student's parent/guardian, in writing, of the results of the ELPAC initial assessment within 30 calendar days after the student's date of initial enrollment, or, if administered prior to the student's initial date of enrollment, up to 60 calendar days prior to such enrollment, but not before July 1 of the school year of the student's initial enrollment. The notice shall indicate whether the student met the ELPAC initial assessment criterion for proficiency and include the district's contact information for use if the parent/guardian has questions or concerns regarding the student's classification. (5 CCR 11518.5)

Each year after a student is identified as an English learner and until the student is redesignated as English proficient, the summative assessment of the ELPAC shall be administered to the student during a four-month period after January 1 as determined by the California Department of Education. (Education Code [313](#))

The Superintendent or designee shall notify parents/guardians of their child's results on the summative assessment of the ELPAC within 30 calendar days following receipt of the results from the test contractor or, if the results are received from the test contractor after the last day of instruction for the school year, within 15 working days of the start of the next school year. (Education Code [52164.1](#); 5 CCR 11518.15)

The parent/guardian of a student participating in, or identified for participation in, a language instruction program supported by federal Title I or Title III funds shall receive notification of the assessment of the student's English proficiency. Such notice shall be provided not later than 30 calendar days after the beginning of the school year or, if the student is identified for program participation during the school year, within two weeks of the student's placement in the program. The notice shall include all of the following: (Education Code [313.2](#), [440](#); 20 USC [6312](#))

1. The reason for the identification of the student as an English learner and the need for placement in a language acquisition program
2. The level of English proficiency, how the level was assessed, and the status of the student's academic achievement
3. A description of the language acquisition program in which the student is, or will be, participating, including a description of all of the following:
  - a. The methods of instruction used in the program and in other available programs, including how such programs differ in content, instructional goals, and the use of English and a native language in instruction
  - b. The manner in which the program will meet the educational strengths and needs of the student
  - c. The manner in which the program will help the student develop English proficiency and meet age-appropriate academic standards for grade promotion and graduation
  - d. The specific exit requirements for the program, the expected rate of transition from the program into classes not tailored for English learners, and the expected rate of graduation from secondary school if applicable
  - e. When the student has been identified for special education, the manner in which the program meets the requirements of the student's IEP
4. As applicable, the identification of a student as a long-term English learner or at risk of becoming a long-term English learner, as defined in Education Code [313.1](#), and the manner in which the program for English language development instruction will meet the educational strengths and needs of such students and help such students develop English proficiency and meet age-appropriate academic standards
5. Information about the parent/guardian's right to have the student immediately removed from a program upon the parent/guardian's request
6. Information regarding a parent/guardian's option to decline to enroll the student in the program or to choose another program or method of instruction, if available
7. Information designed to assist a parent/guardian in selecting among available programs, if more than one program or method is offered

#### Language Acquisition Programs

Whenever parents/guardians of enrolled students, and those enrolled for attendance in the next school year, request that the district establish a specific language acquisition program in accordance with Education Code [310](#), such requests shall be addressed through the following process: (5 CCR 11311)

1. The school shall make a written record of each request, including any request submitted verbally, that includes the date of the request, the names of the parent/guardian and student making the request, a general description of the request, and the student's grade level on the date of the request. As needed, the school shall assist the parent/guardian in clarifying the request. All requests shall be maintained for at least three years from the date of the request.

2. The school shall monitor requests on a regular basis and notify the Superintendent or designee when the parents/guardians of at least 30 students enrolled in the school, or at least 20 students in the same grade level, request the same or a substantially similar type of language acquisition program. If the requests are for a multilingual program model, the district shall consider requests from parents/guardians of students enrolled in the school who are native English speakers in determining whether this threshold is reached.

3. If the number of parents/guardians described in item #2 is attained, the Superintendent or designee shall:

a. Within 10 days of reaching the threshold, notify the parents/guardians of students attending the school, the school's teachers, administrators, and the district's English learner parent advisory committee and parent advisory committee, in writing, of the requests for a language acquisition program

b. Identify costs and resources necessary to implement any new language acquisition program, including, but not limited to, certificated teachers with the appropriate authorizations, necessary instructional materials, pertinent professional development for the proposed program, and opportunities for parent/guardian and community engagement to support the proposed program goals

c. Within 60 calendar days of reaching the threshold number of parents/guardians described in item #2 above, determine whether it is possible to implement the requested language acquisition program and provide written notice of the determination to parents/guardians of students attending the school, the school's teachers, and administrators

d. If a determination is made to implement the language acquisition program, create and publish a reasonable timeline of actions necessary to implement the program. If a determination is made that it is not possible to implement the program, provide a written explanation of the reason(s) the program cannot be provided.

The district shall notify parents/guardians at the beginning of each school year or upon the student's enrollment regarding the process to request a language acquisition program, including a dual-language immersion program, for their child. The notice shall also include the following: (5 CCR 11309, 11310)

1. A description of the programs provided, including structured English immersion

2. Identification of any language to be taught in addition to English when the program includes instruction in a language other than English

3. The manner in which the program is designed using evidence-based research and includes both designated and integrated English language development

4. The manner in which the district has allocated sufficient resources to effectively implement the program, including, but not limited to, certificated teachers with the appropriate authorizations, necessary instructional materials, pertinent professional development, and opportunities for parent/guardian and community engagement to support the program goals

5. The manner in which the program will, within a reasonable period of time, lead to language proficiency and achievement of the state-adopted content standards in English and, when the program includes instruction in another language, in that other language

6. The process to request establishment of a language acquisition program not offered at the school

7. For any dual-language immersion program offered, the specific languages to be taught. The notice also may include the program goals, methodology used, and evidence of the proposed program's effectiveness.

The district shall provide additional and appropriate educational services to English learners for the purposes of overcoming language barriers and academic deficits in other areas of the core curriculum. (5 CCR [11302](#))

### Reclassification/Redesignation

English learners shall be reclassified as fluent English proficient when they are able to comprehend, speak, read, and write English well enough to receive instruction in an English language mainstream classroom and make academic progress at a level substantially equivalent to that of students of the same age or grade whose primary language is English and who are in the regular course of study. (Education Code [52164.6](#))

The procedures used to determine whether an English learner shall be reclassified as fluent English proficient shall include, but not be limited to: (Education Code [313](#), [52164.6](#); 5 CCR [11303](#))

1. Assessment of English language proficiency using an objective assessment instrument, including, but not limited to, the ELPAC
2. Participation of the student's classroom teacher and any other certificated staff with direct responsibility for teaching or placement decisions related to the student
3. Parent/guardian involvement, including:
  - a. Notice to parents/guardians of language reclassification and placement, including a description of the reclassification process and the parent/guardian's opportunity to participate
  - b. Encouragement of parent/guardian participation in the district's reclassification procedure, including seeking parent/guardian opinion and consultation during the reclassification process
4. Student performance on an objective assessment of basic skills in English that shows whether the student is performing at or near grade level

The student's language proficiency assessments, the participants in the reclassification process, and any decisions regarding reclassification shall be retained in the student's permanent record. (5 CCR [11305](#))

(cf. [5125](#) - Student Records)

The Superintendent or designee shall monitor the progress of reclassified students to ensure their correct classification and placement. (5 CCR [11304](#))

The Superintendent or designee shall monitor students for at least four years following their reclassification to ensure correct classification and placement and to determine whether any additional academic support is needed.

### Advisory Committees

A school-level English Learner Advisory Committee (ELAC) shall be established when there are more than 20 English learners at the school. Parents/guardians of English learners, elected by parents/guardians of English learners at the school, shall constitute committee membership in at least the same percentage as English learners represent of the total number of students in the school. The school may designate for this purpose an existing school-level advisory committee provided that it meets these criteria for committee membership. (Education Code [52176](#); 5 CCR [11308](#))

The ELAC shall be responsible for assisting in the development of a schoolwide needs assessment, recommending ways to make parents/guardians aware of the importance of school attendance, and advising the principal and school staff in the development of a detailed master plan for English learners for the individual school and submitting the plan to the Governing Board for consideration for inclusion in the district master plan. (Education Code [52176](#))



When the district has more than 50 English learners, the Superintendent or designee shall establish a District English Learner Advisory Committee (DELAC), the majority of whose membership shall be composed of parents/guardians of English learners who are not employed by the district. Alternatively, the district may use a subcommittee of an existing districtwide advisory committee on which parents/guardians of English learners have membership in at least the same percentage as English learners represent of the total number of students in the district. (Education Code [52176](#))

Note: 5 CCR [11308](#) delineates the duties of the DELAC, as provided below. The list of DELAC duties on CDE's web site omits item #5, administration of the annual language census.

The DELAC shall advise the Board on at least the following tasks: (5 CCR [11308](#))

1. Developing a district master plan for education programs and services for English learners, taking into consideration the school site plans for English learners
2. Conducting a districtwide needs assessment on a school-by-school basis
3. Establishing a district program, goals, and objectives for programs and services for English learners
4. Developing a plan to ensure compliance with applicable teacher or instructional aide requirements
5. Administering the annual language census
6. Reviewing and commenting on the district's reclassification procedures
7. Reviewing and commenting on the required written parental notifications

In order to assist the advisory committee in carrying out its responsibilities, the Superintendent or designee shall ensure that committee members receive appropriate training and materials. This training shall be planned in full consultation with the members. (5 CCR [11308](#))

#### LCAP Advisory Committee

When there are at least 15 percent English learners in the district, with at least 50 students who are English learners, a district-level English learner parent advisory committee shall be established to review and comment on the district's local control and accountability plan (LCAP) in accordance with BP 0460 - Local Control and Accountability Plan. The committee shall be composed of a majority of parents/guardians of English learners. (Education Code [52063](#); 5 CCR [11301](#), [15495](#))

The DELAC may also serve as the LCAP English learner advisory committee.

(7/18 7/19) 12/19



**Personnel**

**Sexual Harassment**

The following policy shall apply to all district employees, interns, volunteers, contractors, job applicants, and other persons with an employment relationship with the district.

The Governing Board is committed to providing a safe work environment that is free of harassment and intimidation. The Board prohibits sexual harassment against district employees and retaliatory behavior or action against any person who complains, testifies, or otherwise participates in the complaint process established for the purpose of this policy.

Sexual harassment includes, but is not limited to, harassment that is based on the sex, gender, gender identity, gender expression, or sexual orientation of the victim and harassment based on pregnancy, childbirth, or related medical conditions.

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including but not limited to:

1. Providing training to employees in accordance with law and administrative regulation
2. Publicizing and disseminating the district's sexual harassment policy to employees and others to whom the policy may apply
3. Ensuring prompt, thorough, fair, and equitable investigation of complaints
4. Taking timely and appropriate corrective/remedial action(s), which may require interim separation of the complainant and the alleged harasser and subsequent monitoring of developments

The Superintendent or designee shall periodically evaluate the effectiveness of the district's strategies to prevent and address harassment. Such evaluation may involve conducting regular anonymous employee surveys to assess whether harassment is occurring or is perceived to be tolerated, partnering with researchers or other agencies with the needed expertise to evaluate the district's prevention strategies, and using any other effective tool for receiving feedback on systems and/or processes. As necessary, changes shall be made to the harassment policy, complaint procedures, or training.

**Sexual Harassment Reports and Complaints**

District employees who feel that they have been sexually harassed in the performance of their district responsibilities or who have knowledge of any incident of sexual harassment by or against another employee shall immediately report the incident to their direct supervisor, a district administrator, or the district's Title IX Coordinator. Employees may bypass their supervisor in filing a complaint if the supervisor is the subject of the complaint. A supervisor or administrator who receives a harassment complaint shall promptly notify the Title IX Coordinator.

Once notified, the Title IX Coordinator shall ensure the complaint is addressed through either AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures for complaints meeting the Title IX definition of sexual harassment or AR 4030 - Nondiscrimination in Employment for complaints meeting the state definition, as applicable, and shall offer supportive measures to the complainant.

Upon investigation of a sexual harassment complaint, any district employee found to have engaged or participated in sexual harassment or to have aided, abetted, incited, compelled, or coerced another to commit sexual harassment in violation of this policy shall be subject to disciplinary action, up to and including dismissal, in accordance with law and the applicable collective bargaining agreement.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

GOVERNMENT CODE

12900-12996 Fair Employment and Housing Act, especially:

12940 Prohibited discrimination

12950 Sexual harassment; distribution of information

12950.1 Sexual harassment training

LABOR CODE

1101 Political activities of employees

1102.1 Discrimination: sexual orientation

CODE OF REGULATIONS, TITLE 2

11009 Employment discrimination

11021 Retaliation

11023 Harassment and discrimination prevention and correction

11024 Sexual harassment training and education

11034 Terms, conditions, and privileges of employment

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1681-1688 Title IX of the Education Amendments of 1972

UNITED STATES CODE, TITLE 42

2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended

CODE OF FEDERAL REGULATIONS, TITLE 34

106.1-106.9 Nondiscrimination on the basis of sex in education programs or activities

106.51-106.82 Nondiscrimination on the basis of sex in employment in education programs or activities

COURT DECISIONS

Department of Health Services v. Superior Court of California, (2003) 31 Cal.4th 1026

Faragher v. City of Boca Raton, (1998) 118 S.Ct. 2275

Burlington Industries v. Ellreth, (1998) 118 S.Ct. 2257

Gebser v. Lago Vista Independent School District, (1998) 118 S.Ct. 1989

Oncala v. Sundowner Offshore Serv. Inc., (1998) 118 S.Ct. 998

Meritor Savings Bank, FSB v. Vinson et al., (1986) 447 U.S. 57

Management Resources:

U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS

Promising Practices for Preventing Harassment, November 2017

WEB SITES

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

Equal Employment Opportunity Commission: <http://www.eeoc.gov>







**Personnel**

**Sexual Harassment**

The following administrative regulation shall apply to all allegations of sexual harassment involving employees, interns, volunteers, and job applicants, but shall not be used to resolve any complaint by or against a student.

**Title IX Coordinator**

The district designates the following individual(s) as the responsible employee(s) to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as well as to investigate and resolve sexual harassment complaints under AR 4030 - Nondiscrimination in Employment. The Title IX Coordinator(s) may be contacted at:

Jason Morse, Superintendent  
44141 Little Lake Road  
P.O. Box 1154  
Mendocino, CA 95460  
707-937-5868  
JMorse@mcn.org

The district shall notify employees, bargaining units, and applicants for employment of the name or title, office address, email address, and telephone number of the district's Title IX Coordinator. (34 CFR [106.8](#))

**Prohibited Conduct**

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature, regardless of whether or not the conduct is motivated by sexual desire. Conduct is considered to be sexual harassment when made against another person of the same or opposite sex in the work or educational setting under any of the following conditions: (Education Code [212.5](#); Government Code [12940](#); 2 CCR 11034)

1. Submission to the conduct is made explicitly or implicitly a term or condition of the individual's employment.
2. Submission to or rejection of the conduct is used as the basis for an employment decision affecting the individual.
3. The conduct has the purpose or effect of having a negative impact upon the individual's work performance or of creating an intimidating, hostile, or offensive work environment.
4. Submission to or rejection of the conduct is used as the basis for any decision affecting the individual regarding benefits, services, honors, programs, or activities available at or through the district.

Examples of actions that might constitute sexual harassment in the work or educational setting, whether committed by a supervisor, a co-worker, or a non-employee, include, but are not limited to:

1. Unwelcome verbal conduct such as sexual flirtations or propositions; graphic comments about an individual's body; overly personal conversations or pressure for sexual activity; sexual jokes or stories; unwelcome sexual slurs, epithets, threats, innuendoes, derogatory comments, sexually degrading descriptions, or the spreading of sexual rumors
2. Unwelcome visual conduct such as drawings, pictures, graffiti, or gestures; sexually explicit emails; displaying sexually suggestive objects
3. Unwelcome physical conduct such as massaging, grabbing, fondling, stroking, or brushing the body; touching an individual's body or clothes in a sexual way; cornering, blocking, leaning over, or impeding normal movements

## Training

Every two years, the Superintendent or designee shall ensure that supervisory employees receive at least two hours, and nonsupervisory employees receive at least one hour, of classroom or other effective interactive training and education regarding sexual harassment. All newly hired employees and employees promoted to a supervisory position shall receive training within six months of their assumption of the new position. (Government Code [12950.1](#))

A supervisory employee is any employee having the authority, in the interest of the district, to hire, transfer, suspend, lay off, promote, discharge, assign, reward, or discipline other employees, or the responsibility to direct them, adjust their grievances, or effectively recommend such action, when the exercise of the authority is not of a merely routine or clerical nature, but requires the use of independent judgment. (Government Code [12926](#))

Such training may be completed by employees individually or as part of a group presentation, may be completed in shorter segments as long as the applicable hourly requirement is met, and may be provided in conjunction with other training provided to the employees. The training shall be presented by trainers or educators with knowledge and expertise in the prevention of harassment, discrimination, and retaliation. (Government Code [12950.1](#))

The district's sexual harassment training and education program shall include, but is not limited to, the following: (Government Code [12950.1](#); 2 CCR 11024)

1. Information and practical guidance regarding federal and state laws concerning the prohibition, prevention, and correction of sexual harassment
2. The types of conduct that constitute sexual harassment
3. Remedies available for victims in civil actions, and potential employer/individual exposure/liability
4. Strategies to prevent harassment in the workplace
5. Supervisors' obligation to report sexual harassment, discrimination, and retaliation of which they become aware
6. Practical examples which illustrate sexual harassment, discrimination, and retaliation using training modalities such as role plays, case studies, and group discussions, based on factual scenarios taken from case law, news and media accounts, and hypotheticals based on workplace situations and other sources
7. The limited confidentiality of the complaint process
8. Resources for victims of unlawful harassment, such as to whom they should report any alleged harassment
9. Steps necessary to take appropriate remedial measures to correct harassing behavior, which includes the district's obligation to conduct an effective workplace investigation of a harassment complaint
10. What to do if the supervisor is personally accused of harassment
11. The essential elements of the district's anti-harassment policy, and how to use the policy if a harassment complaint is filed

Employees shall receive a copy of the district's sexual harassment policy and administrative regulations, which they shall read and acknowledge that they have received.

12. Information, including practical examples, of harassment based on gender identity, gender expression, and sexual orientation
13. Prevention of abusive conduct, including a review of the definition and elements of abusive conduct pursuant to Government Code [12950.1](#), the negative effects that abusive conduct has on the victim and other in the workplace, the detrimental consequences of this conduct on employee productivity and morale, and that a single act does not constitute abusive conduct unless the act is severe or egregious

The Superintendent or designee shall retain for at least two years the records of any training provided to supervisory employees. Such records shall include the names of trained employees, date of the training, the type of training, and the name of the training provider. (2 CCR 11024)

#### Notifications

The Superintendent or designee shall notify employees that the district does not discriminate on the basis of sex as required by Title IX, that the Title IX nondiscrimination requirement extends to employment, and that inquiries about the application of Title IX to the district may be referred to the district's Title IX Coordinator and/or to the Assistant Secretary for Civil Rights, U.S. Department of Education. (34 CFR [106.8](#))

A copy of the Board policy and this administrative regulation shall: (Education Code [231.5](#))

1. Be displayed in a prominent location in the main administrative building, district office, or other area of the school where notices of district rules, regulations, procedures, and standards of conduct are posted
2. Be provided to every district employee at the beginning of the first quarter or semester of the school year or whenever a new employee is hired
3. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct

All employees shall receive a copy of an information sheet prepared by the California Department of Fair Employment and Housing (DFEH) or the district that contains, at a minimum, components on: (Government Code [12950](#))

1. The illegality of sexual harassment
2. The definition of sexual harassment under applicable state and federal law
3. A description of sexual harassment, with examples
4. The district's complaint process available to the employee
5. The legal remedies and complaint process available through DFEH and the Equal Employment Opportunity Commission (EEOC)
6. Directions on how to contact DFEH and the EEOC
7. The protection against retaliation provided by 2 CCR [11021](#) for opposing harassment prohibited by law or for filing a complaint with or otherwise participating in an investigation, proceeding, or hearing conducted by DFEH and the EEOC

In addition, the district shall post, in a prominent and accessible location, the DFEH poster on discrimination in employment and the illegality of sexual harassment and the DFEH poster regarding transgender rights. (Government Code [12950](#))

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**Personnel**

**Title IX Sexual Harassment Complain Procedures**

The complaint procedures described in this administrative regulation shall be used to address any complaint governed by Title IX of the Education Amendments of 1972 alleging that a district employee was subjected to one or more of the following forms of sexual harassment: (34 CFR 106.30)

1. A district employee conditioning the provision of a district aid, benefit, or service on a person's participation in unwelcome sexual conduct
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity
3. Sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 or 34 USC 12291

All other sexual harassment complaints shall be investigated and responded to pursuant to AR 4030 - Nondiscrimination in Employment.

A report of sexual harassment shall be submitted directly to or forwarded to the district's Title IX Coordinator using the contact information listed in AR 4119.11/4219.11/4319.11 - Sexual Harassment.

Upon receiving such a report, the Title IX Coordinator shall inform the complainant of the process for filing a formal complaint.

Even if the alleged victim chooses not to file a formal complaint, the Title IX Coordinator shall file a formal complaint in situations in which a safety threat exists. In addition, the Title IX Coordinator may file a formal complaint in other situations as permitted under the Title IX regulations. In such cases, the alleged victim is not a party to the case, but will receive notices as required by the Title IX regulations at specific points in the complaint process.

A formal complaint, with the complainant's physical or digital signature, may be filed with the Title IX Coordinator in person, by mail, by email, or by any other method authorized by the district. (34 CFR 106.30)

The Superintendent or designee shall ensure that the Title IX Coordinator, investigator, decision-maker, or a facilitator of an informal resolution process does not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent, and that such persons receive training in accordance with 34 CFR 106.45. (34 CFR 106.45)

**Supportive Measures**

Upon receipt of a report of Title IX sexual harassment, even if a formal complaint is not filed, the Title IX Coordinator shall promptly contact the complainant to discuss the availability of supportive measures which are nondisciplinary, nonpunitive, and do not unreasonably burden the other party. Such measures may include, but are not limited to, counseling, extensions of deadlines, modifications of work schedules, mutual restrictions on contact, changes in work locations, leaves of absence, increased security, and monitoring of certain areas of the campus. The Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures. (34 CFR 106.30, 106.44)

**Emergency Removal**

If a district employee is the respondent, the employee may be placed on administrative leave during the pendency of the formal complaint process. (34 CFR 106.44)

If the respondent is a student, the district may, on an emergency basis, remove the student from the district's education program or activity, provided that the district conducts an individualized safety and risk analysis, determines that removal is justified due to an immediate threat to the physical health or safety of any student or other individual arising from the allegations, and provides the student with notice and an opportunity to challenge the decision immediately following the removal. This authority to remove a student does not modify a student's rights under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973. (34 CFR 106.44)

#### Dismissal of Complaint

The Title IX Coordinator shall dismiss a formal complaint if the alleged conduct would not constitute sexual harassment as defined in 34 CFR 106.30 even if proved. The Title IX Coordinator shall also dismiss any complaint that did not occur in the district's education program or activity or did not occur against a person in the United States, and may dismiss a formal complaint if the complainant notifies the district in writing that the complainant would like to withdraw the complaint or any allegations in the complaint, the respondent is no longer employed by the district, or sufficient circumstances prevent the district from gathering evidence sufficient to reach a determination with regard to the complaint. (34 CFR 106.45)

Upon dismissal, the Title IX Coordinator shall promptly, and simultaneously to the parties, send written notice of the dismissal and the reasons for the dismissal. (34 CFR 106.45)

If a complaint is dismissed on the grounds that the alleged conduct does not constitute sexual harassment as defined in 34 CFR 106.30, the conduct may still be addressed pursuant to AR 4030 - Nondiscrimination in Employment as applicable.

#### Informal Resolution Process

When a formal complaint of sexual harassment is filed, the district may offer an informal resolution process, such as mediation, at any time prior to reaching a determination regarding responsibility. The district shall not require a party to participate in the informal resolution process or to waive the right to an investigation and adjudication of a formal complaint. (34 CFR 106.45)

The district may facilitate an informal resolution process provided that the district: (34 CFR 106.45)

1. Provides the parties with written notice disclosing the allegations, the requirements of the informal resolution process, the right to withdraw from the informal process and resume the formal complaint process, and any consequences resulting from participating in the informal resolution process, including that records will be maintained or could be shared.
2. Obtains the parties' voluntary, written consent to the informal resolution process

#### Formal Complaint Process

If a formal complaint is filed, the Title IX Coordinator shall provide the known parties with written notice of the following: (34 CFR 106.45)

1. The district's complaint process, including any informal resolution process
2. The allegations potentially constituting sexual harassment with sufficient details known at the time, including the identity of parties involved in the incident if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident if known. Such notice shall be provided with sufficient time for the parties to prepare a response before any initial interview.

If, during the course of the investigation, the district investigates allegations about the complainant or respondent that are not included in the initial notice, the Title IX Coordinator shall provide notice of the additional allegations to the parties.



3. A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the complaint process
4. The opportunity for the parties to have an advisor of their choice who may be, but is not required to be, an attorney, and the ability to inspect and review evidence
5. The prohibition against knowingly making false statements or knowingly submitting false information during the complaint process

The above notice shall also include the name of the investigator, facilitator of an informal process, and decision-maker and shall provide either party with no less than three calendar days to raise concerns of conflict of interest or bias regarding any of these persons.

During the investigation process, the district shall: (34 CFR 106.45)

1. Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence
2. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence
3. Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney
4. Not limit the choice or presence of an advisor for either the complainant or respondent in any meeting or grievance proceeding, although the district may establish restrictions regarding the extent to which the advisor may participate in the proceedings as long as the restrictions apply equally to both parties
5. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all investigative interviews or other meetings, with sufficient time for the party to prepare to participate
6. Send in an electronic format or hard copy to both parties and their advisors, if any, the evidence that is directly related to the allegations raised in the complaint, and provide the parties at least 10 days to submit a written response for the investigator to consider prior to the completion of the investigative report
7. Objectively evaluate all relevant evidence, including both inculpatory and exculpatory evidence, and determine credibility in a manner that is not based on a person's status as a complainant, respondent, or witness
8. Create an investigative report that fairly summarizes relevant evidence and, at least 10 days prior to the determination of responsibility, send to the parties and their advisors, if any, the investigative report in an electronic format or a hard copy, for their review and written response
9. After sending the investigative report to the parties and before reaching a determination regarding responsibility, afford each party the opportunity to submit written, relevant questions that the party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party

Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence are offered to prove that someone other than the respondent committed the conduct alleged by the complainant or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.

Privacy rights of all parties to the complaint shall be maintained in accordance with applicable state and federal laws.

If the complaint is against an employee, rights conferred under an applicable collective bargaining agreement shall be applied to the extent they do not conflict with the Title IX requirements.

#### Written Decision

The Superintendent shall designate an employee as the decision-maker to determine responsibility for the alleged conduct, who shall not be the Title IX Coordinator or a person involved in the investigation of the matter. (34 CFR 106.45)

The decision-maker shall issue, and simultaneously provide to both parties, a written decision as to whether the respondent is responsible for the alleged conduct. (34 CFR 106.45)

The written decision shall be issued within 45 calendar days of the receipt of the complaint.

The timeline may be temporarily extended for good cause with written notice to the complainant and respondent of the extension and the reasons for the action. (34 CFR 106.45)

In making this determination, the district shall use the "preponderance of the evidence" standard for all formal complaints of sexual harassment. (34 CFR 106.45)

The written decision shall include the following: (34 CFR 106.45)

1. Identification of the allegations potentially constituting sexual harassment as defined in 34 CFR 106.30
2. A description of the procedural steps taken from receipt of the formal complaint through the written decision, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held if the district includes hearings as part of the grievance process
3. Findings of fact supporting the determination
4. Conclusions regarding the application of the district's code of conduct to the facts
5. A statement of, and rationale for, the result as to each allegation, including a decision regarding responsibility, any disciplinary sanctions the district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the district's educational program or activity will be provided by the district to the complainant
6. The district's procedures and permissible bases for the complainant and respondent to appeal

#### Appeals

Either party may appeal the district's decision or dismissal of a formal complaint or any allegation in the complaint, if the party believes that a procedural irregularity affected the outcome, new evidence is available that could affect the outcome, or a conflict of interest or bias by the Title IX Coordinator, investigator(s), or decision-maker(s) affected the outcome. If an appeal is filed, the district shall: (34 CFR 106.45)

1. Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties
2. Ensure that the decision-maker(s) for the appeal is trained in accordance with 34 CFR 106.45 and is not the same decision-maker(s) who reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator
3. Give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome
4. Issue a written decision describing the result of the appeal and the rationale for the result
5. Provide the written decision simultaneously to both parties

An appeal must be filed in writing within 10 calendar days of receiving the determination, stating the grounds for the appeal and including any relevant documentation in support of the appeal. Appeals submitted after this deadline are not timely and shall not be considered. Either party has the right to file a complaint with the U.S. Equal Employment Opportunity Commission.

A written decision shall be provided to the parties within 20 calendar days from the receipt of the appeal.

### Remedies

When a determination of responsibility for sexual harassment has been made against the respondent, the district shall provide remedies to the complainant. Such remedies may include the same individualized services described above in the section "Supportive Measures," but need not be nondisciplinary or nonpunitive and need not avoid burdening the respondent. (34 CFR 106.45)

### Disciplinary Actions

The district shall not impose any disciplinary sanctions or other actions against a respondent, other than supportive measures as described above in the section "Supportive Measures," until the complaint procedure has been completed and a determination of responsibility has been made. (34 CFR 106.44)

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

(cf. [4117.7/4317.7](#) - Employment Status Report)

(cf. [4118](#) - Dismissal/Suspension/Disciplinary Action)

(cf. [4119.11/4219.11/4319.11](#) - Sexual Harassment)

(cf. [4218](#) - Dismissal/Suspension/Disciplinary Action)

### Record-Keeping

The Superintendent or designee shall maintain for a period of seven years a record of all reported cases and Title IX investigations of sexual harassment, any determinations of responsibility, any audio or audiovisual recording and transcript if applicable, any disciplinary sanctions imposed, any remedies provided to the complainant, any appeal or informal resolution and the results therefrom, and responses made pursuant to 34 CFR 106.44. (34 CFR 106.45)

The Superintendent or designee shall also maintain for a period of seven years all materials used to train the Title IX Coordinator, investigator(s), decision-maker(s), and any person who facilitates an informal resolution process. The district shall make such training materials publicly available on its web site, or if the district does not maintain a web site, available upon request by members of the public. (34 CFR 106.45)

(cf. [3580](#) - District Records)

### Legal Reference:

#### EDUCATION CODE

[200-262.4](#) Prohibition of discrimination on the basis of sex

[48900](#) Grounds for suspension or expulsion

[48900.2](#) Additional grounds for suspension or expulsion; sexual harassment

[48985](#) Notices, report, statements and records in primary language

#### CIVIL CODE

[51.9](#) Liability for sexual harassment; business, service and professional relationships

1714.1 Liability of parents/guardians for willful misconduct of minor

GOVERNMENT CODE

12950.1 Sexual harassment training

CODE OF REGULATIONS, TITLE 5

4600-4670 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1092 Definition of sexual assault

1221 Application of laws

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX of the Education Amendments of 1972

UNITED STATES CODE, TITLE 34

12291 Definition of dating violence, domestic violence, and stalking

UNITED STATES CODE, TITLE 42

1983 Civil action for deprivation of rights

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

106.1-106.82 Nondiscrimination on the basis of sex in education programs

COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003, 9th Cir.) 324 F.3d 1130

Reese v. Jefferson School District, (2000, 9th Cir.) 208 F.3d 736

Davis v. Monroe County Board of Education, (1999) 526 U.S. 629

Gebser v. Lago Vista Independent School District, (1998) 524 U.S. 274

Oona by Kate S. v. McCaffrey, (1998, 9th Cir.) 143 F.3d 473

Doe v. Petaluma City School District, (1995, 9th Cir.) 54 F.3d 1447

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

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**Students**

**Sexual Harassment**

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

The district strongly encourages students who feel that they are being or have been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult, or who have experienced off-campus sexual harassment that has a continuing effect on campus, to immediately contact their teacher, the principal, the district's Title IX Coordinator, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the Title IX Coordinator.

Once notified, the Title IX Coordinator shall ensure the complaint is addressed through Title IX complaint procedures or uniform complaint procedures, as applicable, and shall offer supportive measures to the complainant.

The Superintendent or designee shall inform students and parents/guardians of the district's sexual harassment policy by disseminating it through parent/guardian notifications, publishing it on the district's web site, and including it in student and staff handbooks. All district staff shall be trained regarding the policy.

**Instruction/Information**

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

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence
2. A clear message that students do not have to endure sexual harassment under any circumstance
3. Encouragement to report observed incidents of sexual harassment even when the alleged victim of the harassment has not complained
4. A clear message that student safety is the district's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved
5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and action shall be taken to respond to harassment, prevent recurrence, and address any continuing effect on students
6. Information about the district's procedures for investigating complaints and the person(s) to whom a report of sexual harassment should be made
7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues

8. A clear message that, when needed, the district will implement supportive measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation

#### Disciplinary Actions

Upon completion of an investigation of a sexual harassment complaint, any student found to have engaged in sexual harassment or sexual violence in violation of this policy shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account.

Upon investigation of a sexual harassment complaint, any employee found to have engaged in sexual harassment or sexual violence toward any student shall be subject to disciplinary action, up to and including dismissal, in accordance with law and the applicable collective bargaining agreement.

#### Record-Keeping

In accordance with law, the Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district to monitor, address, and prevent repetitive harassing behavior in district schools.

#### Legal Reference:

##### EDUCATION CODE

[200-262.4](#) Prohibition of discrimination on the basis of sex

[48900](#) Grounds for suspension or expulsion

[48900.2](#) Additional grounds for suspension or expulsion; sexual harassment

[48904](#) Liability of parent/guardian for willful student misconduct

[48980](#) Notice at beginning of term

[48985](#) Notices, report, statements and records in primary language

##### CIVIL CODE

[51.9](#) Liability for sexual harassment; business, service and professional relationships

[1714.1](#) Liability of parents/guardians for willful misconduct of minor

##### GOVERNMENT CODE

[12950.1](#) Sexual harassment training

##### CODE OF REGULATIONS, TITLE 5

[4600-4670](#) Uniform complaint procedures

[4900-4965](#) Nondiscrimination in elementary and secondary education programs

##### UNITED STATES CODE, TITLE 20

1092 Definition of sexual assault

[1221](#) Application of laws

[1232g](#) Family Educational Rights and Privacy Act

[1681-1688](#) Title IX of the Education Amendments of 1972

##### UNITED STATES CODE, TITLE 34



12291 Definition of dating violence, domestic violence, and stalking

UNITED STATES CODE, TITLE 42

1983 Civil action for deprivation of rights

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

106.1-106.82 Nondiscrimination on the basis of sex in education programs

COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003, 9th Cir.) 324 F.3d 1130

Reese v. Jefferson School District, (2000, 9th Cir.) 208 F.3d 736

Davis v. Monroe County Board of Education, (1999) 526 U.S. 629

Gebser v. Lago Vista Independent School District, (1998) 524 U.S. 274

Oona by Kate S. v. McCaffrey, (1998, 9th Cir.) 143 F.3d 473

Doe v. Petaluma City School District, (1995, 9th Cir.) 54 F.3d 1447

Management Resources:

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Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Q&A on Campus Sexual Misconduct, September 2017

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Dear Colleague Letter: Title IX Coordinators, April 2015

Sexual Harassment: It's Not Academic, September 2008

Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

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**Students**

**Sexual Harassment**

Title IX Coordinator

The district designates the following individual(s) as the responsible employee(s) to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as well as to investigate and resolve sexual harassment complaints under AR 1312.3 - Uniform Complaint Procedures. The Title IX Coordinator(s) may be contacted at:

Jason Morse, Superintendent  
44141 Little Lake Road  
P.O. Box 1154  
Mendocino, CA 95460  
707-937-5868  
JMorse@mcn.org

The district shall notify students, parents/guardians, employees, bargaining units, and applicants for employment of the name or title, office address, email address, and telephone number of the district's Title IX Coordinator. (34 CFR [106.8](#))

Prohibited Conduct

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the educational setting, under any of the following conditions: (Education Code [212.5](#); 5 CCR [4916](#))

1. Submission to the conduct is explicitly or implicitly made a term or condition of a student's academic status or progress.
2. Submission to or rejection of the conduct by a student is used as the basis for academic decisions affecting the student.
3. The conduct has the purpose or effect of having a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment.
4. Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through any district program or activity.

Examples of types of conduct which are prohibited in the district and which may constitute sexual harassment include, but are not limited to:

1. Unwelcome leering, sexual flirtations, or propositions
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions
3. Graphic verbal comments about an individual's body or overly personal conversation
4. Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature

5. Spreading sexual rumors
6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class
7. Massaging, grabbing, fondling, stroking, or brushing the body
8. Touching an individual's body or clothes in a sexual way
9. Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex
10. Displaying sexually suggestive objects
11. Sexual assault, sexual battery, or sexual coercion
12. Electronic communications containing comments, words, or images described above

Any prohibited conduct that occurs off campus or outside of school-related or school-sponsored programs or activities will be regarded as sexual harassment in violation of district policy if it has a continuing effect on or creates a hostile school environment for the complainant or victim of the conduct.

#### Notifications

A copy of the district's sexual harassment policy and regulation shall:

1. Be included in the notifications that are sent to parents/guardians at the beginning of each school year (Education Code [48980](#); 5 CCR [4917](#))
2. Be displayed in a prominent location in the main administrative building or other area where notices of district rules, regulations, procedures, and standards of conduct are posted (Education Code [231.5](#))
3. Be summarized on a poster which shall be prominently and conspicuously displayed in each bathroom and locker room at each school. The poster may be displayed in public areas that are accessible to and frequented by students, including, but not limited to, classrooms, hallways, gymnasiums, auditoriums, and cafeterias. The poster shall display the rules and procedures for reporting a charge of sexual harassment; the name, phone number, and email address of an appropriate school employee to contact to report a charge of sexual harassment; the rights of the reporting student, the complainant, and the respondent; and the responsibilities of the school. (Education Code [231.6](#))
4. Be posted in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students. This shall include the name or title, office address, email address, and telephone number of the employee(s) designated as the district's Title IX Coordinator. (Education Code [234.6](#); 34 CFR [106.8](#))
5. Be provided as part of any orientation program conducted for new and continuing students at the beginning of each quarter, semester, or summer session (Education Code [231.5](#))
6. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct (Education Code [231.5](#))
7. Be included in any handbook provided to students, parents/guardians, employees, or employee organizations (34 CFR [106.8](#))

#### Reporting Complaints

A student or parent/guardian who believes that the student has been subjected to sexual harassment by another student, an employee, or a third party or who has witnessed sexual harassment is strongly encouraged to report the incident to a teacher, the principal, the district's Title IX Coordinator, or any other available school employee. Within one school day of receiving such a report, the principal or other school employee shall forward the report to the district's Title IX Coordinator. Any school employee who observes an incident of sexual harassment involving a student shall, within one school day, report the observation to the principal or Title IX Coordinator, regardless of whether the alleged victim files a formal complaint.

When a report or complaint of sexual harassment involves off-campus conduct, the Title IX Coordinator shall assess whether the conduct may create or contribute to the creation of a hostile school environment. If the Title IX Coordinator determines that a hostile environment may be created, the complaint shall be investigated and resolved in the same manner as if the prohibited conduct occurred at school.

When a verbal or informal report of sexual harassment is submitted, the Title IX Coordinator shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with applicable district complaint procedures.

#### Complaint Procedures

All complaints of sexual harassment by and against students shall be investigated and resolved in accordance with law and district procedures. The Title IX Coordinator shall review the allegations to determine the applicable procedure for responding to the complaint. All complaints that meet the definition of sexual harassment under Title IX shall be investigated and resolved in accordance with AR 5145.71 - Title IX Sexual Harassment Complaint Procedures. Other sexual harassment complaints shall be investigated and resolved pursuant to AR 1312.3 - Uniform Complaint Procedures.

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**Students**

**Title IX Sexual Harassment Complaint Procedures**

The complaint procedures described in this administrative regulation shall be used to address any complaint governed by Title IX of the Education Amendments of 1972 alleging that a student was subjected to one or more of the following forms of sexual harassment: (34 CFR 106.30)

1. A district employee conditioning the provision of a district aid, benefit, or service on the student's participation in unwelcome sexual conduct
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the district's education program or activity
3. Sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 or 34 USC 12291

All other sexual harassment complaints shall be investigated and responded to pursuant to AR 1312.3 - Uniform Complaint Procedures.

A report of sexual harassment shall be submitted directly to or forwarded to the district's Title IX Coordinator using the contact information listed in AR 5145.7 - Sexual Harassment.

Upon receiving such a report, the Title IX Coordinator shall inform the complainant of the process for filing a formal complaint.

Even if the alleged victim chooses not to file a formal complaint, the Title IX Coordinator shall file a formal complaint in situations in which a safety threat exists. In addition, the Title IX Coordinator may file a formal complaint in other situations as permitted under the Title IX regulations. In such cases, the alleged victim is not a party to the case, but will receive notices as required by the Title IX regulations at specific points in the complaint process.

A formal complaint, with the complainant's physical or digital signature, may be filed with the Title IX Coordinator in person, by mail, by email, or by any other method authorized by the district. (34 CFR 106.30)

The Superintendent or designee shall ensure that the Title IX Coordinator, investigator, decision-maker, or a facilitator of an informal resolution process does not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent, and that such persons receive training in accordance with 34 CFR 106.45. (34 CFR 106.45)

**Supportive Measures**

Upon receipt of a report of Title IX sexual harassment, even if a formal complaint is not filed, the Title IX Coordinator shall promptly contact the complainant to discuss the availability of supportive measures which are nondisciplinary, nonpunitive, and do not unreasonably burden the other party. Such measures may include, but are not limited to, counseling, course-related adjustments, modifications of class schedules, mutual restrictions on contact, increased security, and monitoring of certain areas of the campus. The Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures. (34 CFR 106.30, 106.44)

**Emergency Removal from School**

On an emergency basis, the district may remove a student from the district's education program or activity, provided that the district conducts an individualized safety and risk analysis, determines that

removal is justified due to an immediate threat to the physical health or safety of any student or other individual arising from the allegations, and provides the student with notice and an opportunity to challenge the decision immediately following the removal. This authority to remove a student does not modify a student's rights under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973. (34 CFR 106.44)

If a district employee is the respondent, the employee may be placed on administrative leave during the pendency of the formal complaint process. (34 CFR 106.44)

#### Dismissal of Complaint

The Title IX Coordinator shall dismiss a formal complaint if the alleged conduct would not constitute sexual harassment as defined in 34 CFR 106.30 even if proved. The Title IX Coordinator shall also dismiss any complaint that did not occur in the district's education program or activity or did not occur against a person in the United States, and may dismiss a formal complaint if the complainant notifies the district in writing that the complainant would like to withdraw the complaint or any allegations in the complaint, the respondent is no longer enrolled or employed by the district, or sufficient circumstances prevent the district from gathering evidence sufficient to reach a determination with regard to the complaint. (34 CFR 106.45)

Upon dismissal, the Title IX Coordinator shall promptly, and simultaneously to the parties, send written notice of the dismissal and the reasons for the dismissal. (34 CFR 106.45)

If a complaint is dismissed on the grounds that the alleged conduct does not constitute sexual harassment as defined in 34 CFR 106.30, the conduct may still be addressed pursuant to BP/AR 1312.3 - Uniform Complaint Procedures as applicable.

#### Informal Resolution Process

When a formal complaint of sexual harassment is filed, the district may offer an informal resolution process, such as mediation, at any time prior to reaching a determination regarding responsibility. The district shall not require a party to participate in the informal resolution process or to waive the right to an investigation and adjudication of a formal complaint. (34 CFR 106.45)

The district may facilitate an informal resolution process provided that the district: (34 CFR 106.45)

1. Provides the parties with written notice disclosing the allegations, the requirements of the informal resolution process, the right to withdraw from the informal process and resume the formal complaint process, and any consequences resulting from participating in the informal resolution process, including that records will be maintained or could be shared.
2. Obtains the parties' voluntary, written consent to the informal resolution process
3. Does not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student

#### Formal Complaint Process

If a formal complaint is filed, the Title IX Coordinator shall provide the known parties with written notice of the following: (34 CFR 106.45)

1. The district's complaint process, including any informal resolution process

2. The allegations potentially constituting sexual harassment with sufficient details known at the time, including the identity of parties involved in the incident if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident if known. Such notice shall be provided with sufficient time for the parties to prepare a response before any initial interview.

If, during the course of the investigation, the district investigates allegations about the complainant or respondent that are not included in the initial notice, the Title IX Coordinator shall provide notice of the additional allegations to the parties.

3. A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the complaint process

4. The opportunity for the parties to have an advisor of their choice who may be, but is not required to be, an attorney, and the ability to inspect and review evidence

5. The prohibition against knowingly making false statements or knowingly submitting false information during the complaint process

The above notice shall also include the name of the investigator, facilitator of an informal process, and decision-maker and shall provide either party with no less than three calendar days to raise concerns of conflict of interest or bias regarding any of these persons.

During the investigation process, the district shall: (34 CFR 106.45)

1. Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence

2. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence

3. Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney

4. Not limit the choice or presence of an advisor for either the complainant or respondent in any meeting or grievance proceeding, although the district may establish restrictions regarding the extent to which the advisor may participate in the proceedings as long as the restrictions apply equally to both parties

5. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all investigative interviews or other meetings, with sufficient time for the party to prepare to participate

6. Send in an electronic format or hard copy to both parties and their advisors, if any, the evidence that is directly related to the allegations raised in the complaint, and provide the parties at least 10 days to submit a written response for the investigator to consider prior to the completion of the investigative report

7. Objectively evaluate all relevant evidence, including both inculpatory and exculpatory evidence, and determine credibility in a manner that is not based on a person's status as a complainant, respondent, or witness

8. Create an investigative report that fairly summarizes relevant evidence and, at least 10 days prior to the determination of responsibility, send to the parties and their advisors, if any, the investigative report in an electronic format or a hard copy, for their review and written response

9. After sending the investigative report to the parties and before reaching a determination regarding responsibility, afford each party the opportunity to submit written, relevant questions that the party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party

Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence are offered to prove that someone other than the respondent committed the conduct alleged by the complainant or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.

Privacy rights of all parties to the complaint shall be maintained in accordance with applicable state and federal laws.

If the complaint is against an employee, rights conferred under an applicable collective bargaining agreement shall be applied to the extent they do not conflict with the Title IX requirements.

#### Written Decision

The Superintendent shall designate an employee as the decision-maker to determine responsibility for the alleged conduct, who shall not be the Title IX Coordinator or a person involved in the investigation of the matter. (34 CFR 106.45)

The decision-maker shall issue, and simultaneously provide to both parties, a written decision as to whether the respondent is responsible for the alleged conduct. (34 CFR 106.45)

The written decision shall be issued within 45 calendar days of the receipt of the complaint.

The timeline may be temporarily extended for good cause with written notice to the complainant and respondent of the extension and the reasons for the action. (34 CFR 106.45)

In making this determination, the district shall use the "preponderance of the evidence" standard for all formal complaints of sexual harassment. The same standard of evidence shall be used for formal complaints against students as for complaints against employees. (34 CFR 106.45)

The written decision shall include the following: (34 CFR 106.45)

1. Identification of the allegations potentially constituting sexual harassment as defined in 34 CFR 106.30
2. A description of the procedural steps taken from receipt of the formal complaint through the written decision, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held if the district includes hearings as part of the grievance process
3. Findings of fact supporting the determination
4. Conclusions regarding the application of the district's code of conduct to the facts
5. A statement of, and rationale for, the result as to each allegation, including a decision regarding responsibility, any disciplinary sanctions the district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the district's educational program or activity will be provided by the district to the complainant
6. The district's procedures and permissible bases for the complainant and respondent to appeal

## Appeals

Either party may appeal the district's decision or dismissal of a formal complaint or any allegation in the complaint, if the party believes that a procedural irregularity affected the outcome, new evidence is available that could affect the outcome, or a conflict of interest or bias by the Title IX Coordinator, investigator(s), or decision-maker(s) affected the outcome. If an appeal is filed, the district shall: (34 CFR 106.45)

1. Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties
2. Ensure that the decision-maker(s) for the appeal is trained in accordance with 34 CFR 106.45 and is not the same decision-maker(s) who reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator
3. Give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome
4. Issue a written decision describing the result of the appeal and the rationale for the result
5. Provide the written decision simultaneously to both parties

An appeal must be filed in writing within 10 calendar days of receiving the determination, stating the grounds for the appeal and including any relevant documentation in support of the appeal. Appeals submitted after this deadline are not timely and shall not be considered. Either party has the right to file a complaint with the U.S. Department of Education's Office for Civil Rights.

A written decision shall be provided to the parties within 20 calendar days from the receipt of the appeal.

## Remedies

When a determination of responsibility for sexual harassment has been made against the respondent, the district shall provide remedies to the complainant. Such remedies may include the same individualized services described above in the section "Supportive Measures," but need not be nondisciplinary or nonpunitive and need not avoid burdening the respondent. (34 CFR 106.45)

## Corrective/Disciplinary Actions

The district shall not impose any disciplinary sanctions or other actions against a respondent, other than supportive measures as described above in the section "Supportive Measures," until the complaint procedure has been completed and a determination of responsibility has been made. (34 CFR 106.44)

For students in grades 4-12, discipline for sexual harassment may include suspension and/or expulsion. After the completion of the complaint procedure, if it is determined that a student at any grade level has committed sexual assault or sexual battery at school or at a school activity off school grounds, the principal or Superintendent shall immediately suspend the student and shall recommend expulsion. (Education Code 48900.2, 48915)

Other actions that may be taken with a student who is determined to be responsible for sexual harassment include, but are not limited to:

1. Transfer from a class or school as permitted by law
2. Parent/guardian conference

3. Education of the student regarding the impact of the conduct on others
4. Positive behavior support
5. Referral of the student to a student success team
6. Denial of participation in extracurricular or cocurricular activities or other privileges as permitted by law

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

#### Record-Keeping

The Superintendent or designee shall maintain for a period of seven years a record of all reported cases and Title IX investigations of sexual harassment, any determinations of responsibility, any audio or audiovisual recording and transcript if applicable, any disciplinary sanctions imposed, any remedies provided to the complainant, any appeal or informal resolution and the results therefrom, and responses made pursuant to 34 CFR 106.44. (34 CFR 106.45)

The Superintendent or designee shall also maintain for a period of seven years all materials used to train the Title IX Coordinator, investigator(s), decision-maker(s), and any person who facilitates an informal resolution process. The district shall make such training materials publicly available on its web site, or if the district does not maintain a web site, available upon request by members of the public. (34 CFR 106.45)

#### Legal Reference:

##### EDUCATION CODE

[200-262.4](#) Prohibition of discrimination on the basis of sex

[48900](#) Grounds for suspension or expulsion

[48900.2](#) Additional grounds for suspension or expulsion; sexual harassment

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UNITED STATES CODE, TITLE 34

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WEB SITES

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U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

7/20



## **RESOLUTION 2021-01:**

Resolution of the Board of Trustees of the Mendocino Unified School District Finding that Lathrop Construction Associates, Inc. Represents The Best Value To The School District

WHEREAS, the Board of Trustees of the Mendocino Unified School District ("District") plans to undertake the development and construction of the Mendocino High School Modernization Lease Leaseback Project – Phases I, II & III (the "Work");

WHEREAS, in order to facilitate the Work, the District must procure a qualified contractor;

WHEREAS, the District developed and issued a Request for Proposals ("RFP") which sought proposals to perform the Work, including preconstruction services. The RFP provided detailed information regarding the District's project, and identified the criteria and methodology upon which the District would evaluate contractors to determine which would provide the best value;

WHEREAS, on November 5, 2020, the District approved moving forward with the lease-leaseback delivery method for the Work, thereby adopting required procedures and guidelines for evaluating the qualifications of proposers that ensure the best value selections by the District are conducted in a fair and impartial manner;

WHEREAS, the District received proposals from contractors in response to its RFP. The District reviewed these proposals and conducted interviews of prospective contractors. Based upon the information provided by the prospective contractors, the District evaluated the proposals to determine which contractor would provide the District with the best value.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the Mendocino Unified School District:

1. Determine that the lease leaseback proposal provided by Lathrop Construction Associates, Inc. is the best value to the District, as evidenced in Attachment A;
2. Hereby approves the Notice of Intent to Contract, attached hereto as Attachment B; and
3. Directs the District Superintendent to deliver the Notice of Intent to Contract to Lathrop Construction Associates, Inc. and execute the Lease Leaseback Agreement with Lathrop Construction Associates, Inc., in the form provided in the RFP.

**PASSED AND ADOPTED** by vote of the members of the Board of Trustees of the Mendocino Unified School District on January 21, 2021.

AYES:

NOES:

ABSENT:

ABSTAINED:

MENDOCINO UNIFIED SCHOOL DISTRICT

Attest:

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Windsprite Aum, President

---

Michael Schaeffer, Clerk to the Board

**ATTACHMENT A**

**Mendocino High School Lease-Leaseback Final Scoring**

12 January 2021

**SECTION V - BEST VALUE RANK**

**SECTION III**

<b>CONTRACTOR</b>	<b>SECTION I</b>	<b>SECTION II</b>	<b>REFERENCES</b>	<b>INTERVIEWS</b>	<b>SECTION I, II &amp; SECTION III COMBINED TOTA</b>
<b>Alten Construction</b>	129	47	210	0 Withdrew	<b>NA</b>
<b>BHM Construction</b>	129	90	180	276	<b>675</b>
<b>FRC Inc.</b>	128	58	225	309	<b>720</b>
<b>GCCI Construction</b>	130	79	230	379	<b>818</b>
<b>Lathrop Construction</b>	125	73	260	389	<b>847</b>
<b>Wright Contracting</b>	125	34	230	341	<b>730</b>

**SECTION V - BEST VALUE RANK**

<b>CONTRACTOR</b>	<b>BEST VALUE SCORE (highest to lowest)</b>	<b>RANK</b>
<b>Lathrop Construction</b>	847	1
<b>GCCI Construction</b>	818	2
<b>Wright Contracting</b>	730	3
<b>FRC Inc.</b>	720	4
<b>BHM Construction</b>	675	5
<b>Alten Construction</b>	NA	6

## ATTACHMENT B



### Mendocino Unified School District

Jason Morse, Superintendent

44141 Little Lake Road • PO Box 1154 • Mendocino, CA 95460

Phone: 707.937.5868 Fax: 707.937.0714 <http://www.mendocinoused.org>

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January 22, 2021

Lathrop Construction Associates, Inc.  
4001 Park Road  
Benicia, CA 94510  
Attn: Anthony D'Amante  
[aed@lathropconstruction.com](mailto:aed@lathropconstruction.com)

**Re: NOTICE OF INTENT TO CONTRACT  
Mendocino Unified School District – High School Modernization Lease Leaseback Project**

Dear Mr. D'Amante:

The Mendocino Unified School District ("Owner") is pleased to inform you that the District Governing Board has authorized the District to contract with Lathrop Construction Associates, Inc. ("Contractor") for the above-referenced Project ("Project") per the Lease Leaseback proposal you submitted on December 22, 2020.

The District will provide the Contractor with the finalized Lease Leaseback Agreement for execution and Contractor shall provide the required insurance certificates, as required, no later than (10) days from the date of this Notice of Intent.

To the extent services need to be performed by the Contractor prior to the final approval of the Lease Leaseback Agreement, the District Governing Board has authorized, upon written approval by the Superintendent, the payment for such services regardless of whether the Lease Leaseback Agreement is approved by the District Governing Board.

Sincerely,

Jason Morse  
Superintendent  
Mendocino Unified School District



## Application Form

### *Question Group*

#### **Project Name\***

Name of Project.

to be used at the discretion of Tobin Hahn, Principal of Mendocino High School, for scholarships, music program, athletic program, etc.

#### **Fund**

Jantzen-Romelli Donor-Advised Fund

#### **Special Conditions (If Applicable)**

None

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: \_\_\_\_\_  
District Superintendent or Designee

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

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: January 21, 2020

Signed: \_\_\_\_\_  
President of the Governing Board

**CERTIFICATION OF FINANCIAL CONDITION**

**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: Jason Fruth

Telephone: 707-937-5868

Title: Chief Business Official

E-mail: cbojason@mcn.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 budget adoption.	X	

<b>CRITERIA AND STANDARDS (continued)</b>			<b>Met</b>	<b>Not Met</b>
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.		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 budget adoption.		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 budget adoption.		X
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
7	Ongoing and Major Maintenance Account	If applicable, changes occurring since budget adoption 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	

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

<b>SUPPLEMENTAL INFORMATION (continued)</b>			<b>No</b>	<b>Yes</b>
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 (2019-20) 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 budget adoption in OPEB liabilities?	X	
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 budget adoption in self-insurance liabilities?	X	
S8	Status of Labor Agreements	As of first interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)	X	
		• Classified? (Section S8B, Line 1b)	X	
		• Management/supervisor/confidential? (Section S8C, Line 1b)	n/a	
S8	Labor Agreement Budget Revisions	For negotiations settled since budget adoption, 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	

<b>ADDITIONAL FISCAL INDICATORS</b>			<b>No</b>	<b>Yes</b>
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	

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)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	7,170,139.43	7,170,139.43	1,046,192.00	7,450,525.00	280,385.57	3.9%
2) Federal Revenue		8100-8299	18,674.00	18,674.00	11,528.05	18,674.00	0.00	0.0%
3) Other State Revenue		8300-8599	109,710.54	109,710.54	(307.19)	109,710.54	0.00	0.0%
4) Other Local Revenue		8600-8799	100,282.25	100,282.25	5,237.53	98,731.90	(1,550.35)	-1.5%
5) TOTAL, REVENUES			7,398,806.22	7,398,806.22	1,062,650.39	7,677,641.44		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	2,821,688.36	2,821,688.36	788,772.16	2,781,597.04	40,091.32	1.4%
2) Classified Salaries		2000-2999	1,194,866.03	1,194,866.03	308,589.51	1,148,783.06	46,082.97	3.9%
3) Employee Benefits		3000-3999	1,690,009.42	1,690,009.42	463,320.28	1,677,082.80	12,926.62	0.8%
4) Books and Supplies		4000-4999	230,567.91	230,567.91	134,493.11	233,821.07	(3,253.16)	-1.4%
5) Services and Other Operating Expenditures		5000-5999	689,191.85	689,191.85	161,600.79	604,947.96	84,243.89	12.2%
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	(36,000.00)	(36,000.00)	0.00	(36,000.00)	0.00	0.0%
9) TOTAL, EXPENDITURES			6,590,323.57	6,590,323.57	1,856,775.85	6,410,231.93		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			808,482.65	808,482.65	(794,125.46)	1,267,409.51		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	40,000.00	40,000.00	13,333.32	40,000.00	0.00	0.0%
b) Transfers Out		7600-7629	181,831.16	181,831.16	2,847.56	182,141.16	(310.00)	-0.2%
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	(1,395,453.11)	(1,395,453.11)	0.00	(1,395,453.11)	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(1,537,284.27)	(1,537,284.27)	10,485.76	(1,537,594.27)		

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)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(728,801.62)	(728,801.62)	(783,639.70)	(270,184.76)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,800,735.97	1,800,735.97		2,162,317.55	361,581.58	20.1%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,800,735.97	1,800,735.97		2,162,317.55		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,800,735.97	1,800,735.97		2,162,317.55		
2) Ending Balance, June 30 (E + F1e)			1,071,934.35	1,071,934.35		1,892,132.79		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	10,000.00	10,000.00		10,000.00		
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	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	368,260.00	368,260.00		368,260.00		
Unassigned/Unappropriated Amount		9790	693,674.35	693,674.35		1,513,872.79		



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)
<b>LCFF SOURCES</b>								
Principal Apportionment								
State Aid - Current Year		8011	1,535,428.00	1,535,428.00	1,021,800.00	1,706,031.00	170,603.00	11.1%
Education Protection Account State Aid - Current Year		8012	99,800.00	99,800.00	24,392.00	99,800.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	41,200.00	41,200.00	0.00	41,200.00	0.00	0.0%
Timber Yield Tax		8022	120,000.00	120,000.00	0.00	160,000.00	40,000.00	33.3%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	5,291,646.00	5,291,646.00	0.00	5,360,329.00	68,683.00	1.3%
Unsecured Roll Taxes		8042	155,665.00	155,665.00	0.00	155,665.00	0.00	0.0%
Prior Years' Taxes		8043	1,400.43	1,400.43	0.00	2,500.00	1,099.57	78.5%
Supplemental Taxes		8044	0.00	0.00	0.00	0.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
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			7,245,139.43	7,245,139.43	1,046,192.00	7,525,525.00	280,385.57	3.9%
<b>LCFF Transfers</b>								
Unrestricted LCFF Transfers - Current Year	0000	8091	(75,000.00)	(75,000.00)	0.00	(75,000.00)	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			7,170,139.43	7,170,139.43	1,046,192.00	7,450,525.00	280,385.57	3.9%
<b>FEDERAL REVENUE</b>								
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						

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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						
	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3182, 3185, 4037, 4050, 4123, 4124, 4126, 4127, 4128,							
Other NCLB / Every Student Succeeds Act	5510, 5630	8290						
Career and Technical Education	3500-3599	8290						
All Other Federal Revenue	All Other	8290	18,674.00	18,674.00	11,528.05	18,674.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			18,674.00	18,674.00	11,528.05	18,674.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>								
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	20,987.00	20,987.00	0.00	20,987.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	71,611.00	71,611.00	(307.19)	71,611.00	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	17,112.54	17,112.54	0.00	17,112.54	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			109,710.54	109,710.54	(307.19)	109,710.54	0.00	0.0%

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<b>OTHER LOCAL REVENUE</b>								
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	8,000.00	8,000.00	0.00	0.00	(8,000.00)	-100.0%
Interest		8660	23,000.00	23,000.00	4,290.38	30,000.00	7,000.00	30.4%
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	50,347.00	50,347.00	0.00	50,347.00	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	2,000.00	2,000.00	196.81	1,000.00	(1,000.00)	-50.0%
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		
All Other Local Revenue		8699	16,935.25	16,935.25	750.34	17,384.90	449.65	2.7%
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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>100,282.25</b>	<b>100,282.25</b>	<b>5,237.53</b>	<b>98,731.90</b>	<b>(1,550.35)</b>	<b>-1.5%</b>
<b>TOTAL, REVENUES</b>			<b>7,398,806.22</b>	<b>7,398,806.22</b>	<b>1,062,650.39</b>	<b>7,677,641.44</b>	<b>278,835.22</b>	<b>3.8%</b>

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	2,357,612.71	2,357,612.71	638,283.69	2,315,898.27	41,714.44	1.8%
Certificated Pupil Support Salaries		1200	154,858.33	154,858.33	47,986.67	156,481.45	(1,623.12)	-1.0%
Certificated Supervisors' and Administrators' Salaries		1300	309,217.32	309,217.32	102,501.80	309,217.32	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>2,821,688.36</b>	<b>2,821,688.36</b>	<b>788,772.16</b>	<b>2,781,597.04</b>	<b>40,091.32</b>	<b>1.4%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	125,793.34	125,793.34	15,284.76	115,163.06	10,630.28	8.5%
Classified Support Salaries		2200	322,973.09	322,973.09	76,582.98	291,868.40	31,104.69	9.6%
Classified Supervisors' and Administrators' Salaries		2300	288,761.55	288,761.55	82,488.27	289,811.55	(1,050.00)	-0.4%
Clerical, Technical and Office Salaries		2400	436,959.61	436,959.61	130,977.61	436,959.61	0.00	0.0%
Other Classified Salaries		2900	20,378.44	20,378.44	3,255.89	14,980.44	5,398.00	26.5%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>1,194,866.03</b>	<b>1,194,866.03</b>	<b>308,589.51</b>	<b>1,148,783.06</b>	<b>46,082.97</b>	<b>3.9%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	432,448.28	432,448.28	122,640.69	429,064.91	3,383.37	0.8%
PERS		3201-3202	267,113.00	267,113.00	66,163.09	244,760.36	22,352.64	8.4%
OASDI/Medicare/Alternative		3301-3302	132,827.13	132,827.13	35,193.24	131,648.26	1,178.87	0.9%
Health and Welfare Benefits		3401-3402	649,845.07	649,845.07	176,798.04	651,817.28	(1,972.21)	-0.3%
Unemployment Insurance		3501-3502	1,879.36	1,879.36	539.82	1,835.37	43.99	2.3%
Workers' Compensation		3601-3602	117,018.58	117,018.58	34,177.11	116,490.66	527.92	0.5%
OPEB, Allocated		3701-3702	70,209.00	70,209.00	10,531.29	59,542.96	10,666.04	15.2%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	18,669.00	18,669.00	17,277.00	41,923.00	(23,254.00)	-124.6%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>1,690,009.42</b>	<b>1,690,009.42</b>	<b>463,320.28</b>	<b>1,677,082.80</b>	<b>12,926.62</b>	<b>0.8%</b>
<b>BOOKS AND SUPPLIES</b>								
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	7,031.10	7,031.10	1,446.01	7,031.10	0.00	0.0%
Materials and Supplies		4300	184,536.81	184,536.81	65,068.79	184,536.81	0.00	0.0%
Noncapitalized Equipment		4400	39,000.00	39,000.00	67,978.31	42,253.16	(3,253.16)	-8.3%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>230,567.91</b>	<b>230,567.91</b>	<b>134,493.11</b>	<b>233,821.07</b>	<b>(3,253.16)</b>	<b>-1.4%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	20,000.00	20,000.00	0.00	20,000.00	0.00	0.0%
Travel and Conferences		5200	26,394.68	26,394.68	2,972.86	11,028.68	15,366.00	58.2%
Dues and Memberships		5300	19,999.36	19,999.36	14,194.68	18,804.68	1,194.68	6.0%
Insurance		5400-5450	88,805.00	88,805.00	85,158.68	89,492.00	(687.00)	-0.8%
Operations and Housekeeping Services		5500	223,122.00	223,122.00	39,214.00	225,965.00	(2,843.00)	-1.3%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	35,900.00	35,900.00	6,843.94	40,156.00	(4,256.00)	-11.9%
Transfers of Direct Costs		5710	0.00	0.00	(586.95)	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	229,478.30	229,478.30	(3,417.50)	164,800.60	64,677.70	28.2%
Communications		5900	45,492.51	45,492.51	17,221.08	34,701.00	10,791.51	23.7%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>689,191.85</b>	<b>689,191.85</b>	<b>161,600.79</b>	<b>604,947.96</b>	<b>84,243.89</b>	<b>12.2%</b>

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)
<b>CAPITAL OUTLAY</b>								
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%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
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	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%
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	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%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	(6,000.00)	(6,000.00)	0.00	(6,000.00)	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>(36,000.00)</b>	<b>(36,000.00)</b>	<b>0.00</b>	<b>(36,000.00)</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>6,590,323.57</b>	<b>6,590,323.57</b>	<b>1,856,775.85</b>	<b>6,410,231.93</b>	<b>180,091.64</b>	<b>2.7%</b>

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)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
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	40,000.00	40,000.00	13,333.32	40,000.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			40,000.00	40,000.00	13,333.32	40,000.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	42,383.21	42,383.21	0.00	42,383.21	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	131,257.95	131,257.95	0.00	131,257.95	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	8,190.00	8,190.00	2,847.56	8,500.00	(310.00)	-3.8%
(b) TOTAL, INTERFUND TRANSFERS OUT			181,831.16	181,831.16	2,847.56	182,141.16	(310.00)	-0.2%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
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 Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
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%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	(1,395,453.11)	(1,395,453.11)	0.00	(1,395,453.11)	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(1,395,453.11)	(1,395,453.11)	0.00	(1,395,453.11)	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b>								
(a - b + c - d + e)			(1,537,284.27)	(1,537,284.27)	10,485.76	(1,537,594.27)	(310.00)	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)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	158,306.14	158,306.14	266,870.00	434,238.14	275,932.00	174.3%
3) Other State Revenue		8300-8599	383,357.00	383,357.00	90,995.97	421,645.00	38,288.00	10.0%
4) Other Local Revenue		8600-8799	376,610.00	376,610.00	40,415.00	376,610.00	0.00	0.0%
5) TOTAL, REVENUES			918,273.14	918,273.14	398,280.97	1,232,493.14		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	631,310.71	631,310.71	188,848.27	631,310.71	0.00	0.0%
2) Classified Salaries		2000-2999	584,250.86	584,250.86	143,935.96	584,250.86	0.00	0.0%
3) Employee Benefits		3000-3999	862,345.89	862,345.89	158,974.76	862,345.89	0.00	0.0%
4) Books and Supplies		4000-4999	90,786.68	90,786.68	46,152.42	405,006.68	(314,220.00)	-346.1%
5) Services and Other Operating Expenditures		5000-5999	122,959.73	122,959.73	17,358.00	122,959.73	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	30,000.00	30,000.00	0.00	30,000.00	0.00	0.0%
9) TOTAL, EXPENDITURES			2,321,653.87	2,321,653.87	555,269.41	2,635,873.87		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(1,403,380.73)	(1,403,380.73)	(156,988.44)	(1,403,380.73)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
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	1,395,453.11	1,395,453.11	0.00	1,395,453.11	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			1,395,453.11	1,395,453.11	0.00	1,395,453.11		



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)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(7,927.62)	(7,927.62)	(156,988.44)	(7,927.62)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	28,464.79	28,464.79		109,289.99	80,825.20	283.9%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			28,464.79	28,464.79		109,289.99		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			28,464.79	28,464.79		109,289.99		
2) Ending Balance, June 30 (E + F1e)			20,537.17	20,537.17		101,362.37		
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	20,537.17	20,537.17		106,895.83		
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	0.00	0.00		(5,533.46)		

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)
<b>LCFF SOURCES</b>								
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		
<b>LCFF Transfers</b>								
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%
<b>TOTAL, LCFF SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	92,361.00	92,361.00	22,938.00	92,361.00	0.00	0.0%
Special Education Discretionary Grants		8182	3,200.00	3,200.00	661.00	3,200.00	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	38,932.59	38,932.59	0.00	38,932.59	0.00	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	8,565.55	8,565.55	0.00	8,565.55	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	0.00	0.00	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3182, 3185, 4037, 4050, 4123, 4124, 4126, 4127, 4128,							
Other NCLB / Every Student Succeeds Act	5510, 5630	8290	10,000.00	10,000.00	0.00	10,000.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	3,247.00	3,247.00	0.00	3,247.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	2,000.00	2,000.00	243,271.00	277,932.00	275,932.00	13796.6%
<b>TOTAL, FEDERAL REVENUE</b>			<b>158,306.14</b>	<b>158,306.14</b>	<b>266,870.00</b>	<b>434,238.14</b>	<b>275,932.00</b>	<b>174.3%</b>
<b>OTHER STATE REVENUE</b>								
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	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	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 Materis		8560	25,111.00	25,111.00	(1,292.03)	25,111.00	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	0.00	0.00	0.00	0.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	59,400.00	59,400.00	54,000.00	59,400.00	0.00	0.0%
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	298,846.00	298,846.00	38,288.00	337,134.00	38,288.00	12.8%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>383,357.00</b>	<b>383,357.00</b>	<b>90,995.97</b>	<b>421,645.00</b>	<b>38,288.00</b>	<b>10.0%</b>

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)
<b>OTHER LOCAL REVENUE</b>								
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	89,000.00	89,000.00	0.00	89,000.00	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%
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	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	39,884.00	39,884.00	0.00	39,884.00	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	10,000.00	10,000.00	0.00	10,000.00	0.00	0.0%
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	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	237,726.00	237,726.00	40,415.00	237,726.00	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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>376,610.00</b>	<b>376,610.00</b>	<b>40,415.00</b>	<b>376,610.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>918,273.14</b>	<b>918,273.14</b>	<b>398,280.97</b>	<b>1,232,493.14</b>	<b>314,220.00</b>	<b>34.2%</b>

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)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	411,877.28	411,877.28	120,068.97	411,877.28	0.00	0.0%
Certificated Pupil Support Salaries		1200	159,009.11	159,009.11	48,637.86	159,009.11	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	60,424.32	60,424.32	20,141.44	60,424.32	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			631,310.71	631,310.71	188,848.27	631,310.71	0.00	0.0%
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	223,320.22	223,320.22	33,103.08	223,320.22	0.00	0.0%
Classified Support Salaries		2200	271,115.56	271,115.56	80,894.52	271,115.56	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	89,815.08	89,815.08	29,938.36	89,815.08	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			584,250.86	584,250.86	143,935.96	584,250.86	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	399,069.23	399,069.23	28,984.76	399,069.23	0.00	0.0%
PERS		3201-3202	120,939.91	120,939.91	31,549.38	120,939.91	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	50,625.57	50,625.57	12,906.88	50,625.57	0.00	0.0%
Health and Welfare Benefits		3401-3402	256,012.41	256,012.41	75,516.85	256,012.41	0.00	0.0%
Unemployment Insurance		3501-3502	564.32	564.32	155.95	564.32	0.00	0.0%
Workers' Compensation		3601-3602	35,134.45	35,134.45	9,860.94	35,134.45	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			862,345.89	862,345.89	158,974.76	862,345.89	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>								
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	26,000.00	26,000.00	28,353.09	26,000.00	0.00	0.0%
Materials and Supplies		4300	53,286.68	53,286.68	16,416.42	367,506.68	(314,220.00)	-589.7%
Noncapitalized Equipment		4400	11,500.00	11,500.00	1,382.91	11,500.00	0.00	0.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			90,786.68	90,786.68	46,152.42	405,006.68	(314,220.00)	-346.1%
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	15,000.00	15,000.00	0.00	15,000.00	0.00	0.0%
Travel and Conferences		5200	5,380.00	5,380.00	1,461.05	5,380.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	200.00	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	168.12	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	1,500.00	1,500.00	100.80	1,500.00	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	101,079.73	101,079.73	15,428.03	101,079.73	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			122,959.73	122,959.73	17,358.00	122,959.73	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)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
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	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%
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	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%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	30,000.00	30,000.00	0.00	30,000.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			30,000.00	30,000.00	0.00	30,000.00	0.00	0.0%
TOTAL, EXPENDITURES			2,321,653.87	2,321,653.87	555,269.41	2,635,873.87	(314,220.00)	-13.5%

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 (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
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%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
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>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
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 Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
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%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	1,395,453.11	1,395,453.11	0.00	1,395,453.11	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>1,395,453.11</b>	<b>1,395,453.11</b>	<b>0.00</b>	<b>1,395,453.11</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			<b>1,395,453.11</b>	<b>1,395,453.11</b>	<b>0.00</b>	<b>1,395,453.11</b>	<b>0.00</b>	<b>0.0%</b>



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)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	7,170,139.43	7,170,139.43	1,046,192.00	7,450,525.00	280,385.57	3.9%
2) Federal Revenue		8100-8299	176,980.14	176,980.14	278,398.05	452,912.14	275,932.00	155.9%
3) Other State Revenue		8300-8599	493,067.54	493,067.54	90,688.78	531,355.54	38,288.00	7.8%
4) Other Local Revenue		8600-8799	476,892.25	476,892.25	45,652.53	475,341.90	(1,550.35)	-0.3%
5) TOTAL, REVENUES			8,317,079.36	8,317,079.36	1,460,931.36	8,910,134.58		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	3,452,999.07	3,452,999.07	977,620.43	3,412,907.75	40,091.32	1.2%
2) Classified Salaries		2000-2999	1,779,116.89	1,779,116.89	452,525.47	1,733,033.92	46,082.97	2.6%
3) Employee Benefits		3000-3999	2,552,355.31	2,552,355.31	622,295.04	2,539,428.69	12,926.62	0.5%
4) Books and Supplies		4000-4999	321,354.59	321,354.59	180,645.53	638,827.75	(317,473.16)	-98.8%
5) Services and Other Operating Expenditures		5000-5999	812,151.58	812,151.58	178,958.79	727,907.69	84,243.89	10.4%
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	(6,000.00)	(6,000.00)	0.00	(6,000.00)	0.00	0.0%
9) TOTAL, EXPENDITURES			8,911,977.44	8,911,977.44	2,412,045.26	9,046,105.80		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(594,898.08)	(594,898.08)	(951,113.90)	(135,971.22)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	40,000.00	40,000.00	13,333.32	40,000.00	0.00	0.0%
b) Transfers Out		7600-7629	181,831.16	181,831.16	2,847.56	182,141.16	(310.00)	-0.2%
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			(141,831.16)	(141,831.16)	10,485.76	(142,141.16)		

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)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(736,729.24)	(736,729.24)	(940,628.14)	(278,112.38)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,829,200.76	1,829,200.76		2,271,607.54	442,406.78	24.2%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,829,200.76	1,829,200.76		2,271,607.54		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,829,200.76	1,829,200.76		2,271,607.54		
2) Ending Balance, June 30 (E + F1e)			1,092,471.52	1,092,471.52		1,993,495.16		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	10,000.00	10,000.00		10,000.00		
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	20,537.17	20,537.17		106,895.83		
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	368,260.00	368,260.00		368,260.00		
Unassigned/Unappropriated Amount		9790	693,674.35	693,674.35		1,508,339.33		

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)
<b>LCFF SOURCES</b>								
Principal Apportionment								
State Aid - Current Year		8011	1,535,428.00	1,535,428.00	1,021,800.00	1,706,031.00	170,603.00	11.1%
Education Protection Account State Aid - Current Year		8012	99,800.00	99,800.00	24,392.00	99,800.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	41,200.00	41,200.00	0.00	41,200.00	0.00	0.0%
Timber Yield Tax		8022	120,000.00	120,000.00	0.00	160,000.00	40,000.00	33.3%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	5,291,646.00	5,291,646.00	0.00	5,360,329.00	68,683.00	1.3%
Unsecured Roll Taxes		8042	155,665.00	155,665.00	0.00	155,665.00	0.00	0.0%
Prior Years' Taxes		8043	1,400.43	1,400.43	0.00	2,500.00	1,099.57	78.5%
Supplemental Taxes		8044	0.00	0.00	0.00	0.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
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			7,245,139.43	7,245,139.43	1,046,192.00	7,525,525.00	280,385.57	3.9%
<b>LCFF Transfers</b>								
Unrestricted LCFF Transfers - Current Year	0000	8091	(75,000.00)	(75,000.00)	0.00	(75,000.00)	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			7,170,139.43	7,170,139.43	1,046,192.00	7,450,525.00	280,385.57	3.9%
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	92,361.00	92,361.00	22,938.00	92,361.00	0.00	0.0%
Special Education Discretionary Grants		8182	3,200.00	3,200.00	661.00	3,200.00	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	38,932.59	38,932.59	0.00	38,932.59	0.00	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	8,565.55	8,565.55	0.00	8,565.55	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	0.00	0.00	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3182, 3185, 4037, 4050, 4123, 4124, 4126, 4127, 4128,							
Other NCLB / Every Student Succeeds Act	5510, 5630	8290	10,000.00	10,000.00	0.00	10,000.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	3,247.00	3,247.00	0.00	3,247.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	20,674.00	20,674.00	254,799.05	296,606.00	275,932.00	1334.7%
<b>TOTAL, FEDERAL REVENUE</b>			176,980.14	176,980.14	278,398.05	452,912.14	275,932.00	155.9%
<b>OTHER STATE REVENUE</b>								
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	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	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	20,987.00	20,987.00	0.00	20,987.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	96,722.00	96,722.00	(1,599.22)	96,722.00	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	0.00	0.00	0.00	0.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	59,400.00	59,400.00	54,000.00	59,400.00	0.00	0.0%
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	315,958.54	315,958.54	38,288.00	354,246.54	38,288.00	12.1%
<b>TOTAL, OTHER STATE REVENUE</b>			493,067.54	493,067.54	90,688.78	531,355.54	38,288.00	7.8%

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)
<b>OTHER LOCAL REVENUE</b>								
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	89,000.00	89,000.00	0.00	89,000.00	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%
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	8,000.00	8,000.00	0.00	0.00	(8,000.00)	-100.0%
Interest		8660	23,000.00	23,000.00	4,290.38	30,000.00	7,000.00	30.4%
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	90,231.00	90,231.00	0.00	90,231.00	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	2,000.00	2,000.00	196.81	1,000.00	(1,000.00)	-50.0%
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	26,935.25	26,935.25	750.34	27,384.90	449.65	1.7%
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	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	237,726.00	237,726.00	40,415.00	237,726.00	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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>476,892.25</b>	<b>476,892.25</b>	<b>45,652.53</b>	<b>475,341.90</b>	<b>(1,550.35)</b>	<b>-0.3%</b>
<b>TOTAL, REVENUES</b>			<b>8,317,079.36</b>	<b>8,317,079.36</b>	<b>1,460,931.36</b>	<b>8,910,134.58</b>	<b>593,055.22</b>	<b>7.1%</b>

2020-21 First Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

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)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	2,769,489.99	2,769,489.99	758,352.66	2,727,775.55	41,714.44	1.5%
Certificated Pupil Support Salaries		1200	313,867.44	313,867.44	96,624.53	315,490.56	(1,623.12)	-0.5%
Certificated Supervisors' and Administrators' Salaries		1300	369,641.64	369,641.64	122,643.24	369,641.64	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>3,452,999.07</b>	<b>3,452,999.07</b>	<b>977,620.43</b>	<b>3,412,907.75</b>	<b>40,091.32</b>	<b>1.2%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	349,113.56	349,113.56	48,387.84	338,483.28	10,630.28	3.0%
Classified Support Salaries		2200	594,088.65	594,088.65	157,477.50	562,983.96	31,104.69	5.2%
Classified Supervisors' and Administrators' Salaries		2300	378,576.63	378,576.63	112,426.63	379,626.63	(1,050.00)	-0.3%
Clerical, Technical and Office Salaries		2400	436,959.61	436,959.61	130,977.61	436,959.61	0.00	0.0%
Other Classified Salaries		2900	20,378.44	20,378.44	3,255.89	14,980.44	5,398.00	26.5%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>1,779,116.89</b>	<b>1,779,116.89</b>	<b>452,525.47</b>	<b>1,733,033.92</b>	<b>46,082.97</b>	<b>2.6%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	831,517.51	831,517.51	151,625.45	828,134.14	3,383.37	0.4%
PERS		3201-3202	388,052.91	388,052.91	97,712.47	365,700.27	22,352.64	5.8%
OASDI/Medicare/Alternative		3301-3302	183,452.70	183,452.70	48,100.12	182,273.83	1,178.87	0.6%
Health and Welfare Benefits		3401-3402	905,857.48	905,857.48	252,314.89	907,829.69	(1,972.21)	-0.2%
Unemployment Insurance		3501-3502	2,443.68	2,443.68	695.77	2,399.69	43.99	1.8%
Workers' Compensation		3601-3602	152,153.03	152,153.03	44,038.05	151,625.11	527.92	0.3%
OPEB, Allocated		3701-3702	70,209.00	70,209.00	10,531.29	59,542.96	10,666.04	15.2%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	18,669.00	18,669.00	17,277.00	41,923.00	(23,254.00)	-124.6%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>2,552,355.31</b>	<b>2,552,355.31</b>	<b>622,295.04</b>	<b>2,539,428.69</b>	<b>12,926.62</b>	<b>0.5%</b>
<b>BOOKS AND SUPPLIES</b>								
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	33,031.10	33,031.10	29,799.10	33,031.10	0.00	0.0%
Materials and Supplies		4300	237,823.49	237,823.49	81,485.21	552,043.49	(314,220.00)	-132.1%
Noncapitalized Equipment		4400	50,500.00	50,500.00	69,361.22	53,753.16	(3,253.16)	-6.4%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>321,354.59</b>	<b>321,354.59</b>	<b>180,645.53</b>	<b>638,827.75</b>	<b>(317,473.16)</b>	<b>-98.8%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	35,000.00	35,000.00	0.00	35,000.00	0.00	0.0%
Travel and Conferences		5200	31,774.68	31,774.68	4,433.91	16,408.68	15,366.00	48.4%
Dues and Memberships		5300	19,999.36	19,999.36	14,394.68	18,804.68	1,194.68	6.0%
Insurance		5400-5450	88,805.00	88,805.00	85,158.68	89,492.00	(687.00)	-0.8%
Operations and Housekeeping Services		5500	223,122.00	223,122.00	39,382.12	225,965.00	(2,843.00)	-1.3%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	37,400.00	37,400.00	6,944.74	41,656.00	(4,256.00)	-11.4%
Transfers of Direct Costs		5710	0.00	0.00	(586.95)	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	330,558.03	330,558.03	12,010.53	265,880.33	64,677.70	19.6%
Communications		5900	45,492.51	45,492.51	17,221.08	34,701.00	10,791.51	23.7%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>812,151.58</b>	<b>812,151.58</b>	<b>178,958.79</b>	<b>727,907.69</b>	<b>84,243.89</b>	<b>10.4%</b>

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)
<b>CAPITAL OUTLAY</b>								
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%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
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	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%
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	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%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00		
Transfers of Indirect Costs - Interfund		7350	(6,000.00)	(6,000.00)	0.00	(6,000.00)	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>(6,000.00)</b>	<b>(6,000.00)</b>	<b>0.00</b>	<b>(6,000.00)</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>8,911,977.44</b>	<b>8,911,977.44</b>	<b>2,412,045.26</b>	<b>9,046,105.80</b>	<b>(134,128.36)</b>	<b>-1.5%</b>



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)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
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	40,000.00	40,000.00	13,333.32	40,000.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>40,000.00</b>	<b>40,000.00</b>	<b>13,333.32</b>	<b>40,000.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	42,383.21	42,383.21	0.00	42,383.21	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	131,257.95	131,257.95	0.00	131,257.95	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	8,190.00	8,190.00	2,847.56	8,500.00	(310.00)	-3.8%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>181,831.16</b>	<b>181,831.16</b>	<b>2,847.56</b>	<b>182,141.16</b>	<b>(310.00)</b>	<b>-0.2%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Proceeds</b>								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Other Sources</b>								
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 Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
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%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
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		
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			<b>(141,831.16)</b>	<b>(141,831.16)</b>	<b>10,485.76</b>	<b>(142,141.16)</b>	<b>310.00</b>	<b>0.2%</b>

<b>Resource</b>	<b>Description</b>	<b>2020-21 Projected Year Totals</b>
6300	Lottery: Instructional Materials	21,048.54
7311	Classified School Employee Professional De	5,081.28
7388	SB 117 COVID-19 LEA Response Funds	8,563.00
7510	Low-Performing Students Block Grant	35,964.00
9010	Other Restricted Local	36,239.01
Total, Restricted Balance		<u>106,895.83</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
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	33,633.00	33,633.00	6,907.42	34,717.00	1,084.00	3.2%
5) TOTAL, REVENUES			33,633.00	33,633.00	6,907.42	34,717.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	45,657.50	45,657.50	7,306.44	45,657.50	0.00	0.0%
3) Employee Benefits		3000-3999	16,670.53	16,670.53	3,685.38	16,670.53	0.00	0.0%
4) Books and Supplies		4000-4999	4,155.18	4,155.18	11.84	4,155.18	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	10,617.00	10,617.00	2,335.02	10,617.00	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			77,100.21	77,100.21	13,338.68	77,100.21		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(43,467.21)	(43,467.21)	(6,431.26)	(42,383.21)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	42,383.21	42,383.21	0.00	42,383.21	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			42,383.21	42,383.21	0.00	42,383.21		

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)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(1,084.00)	(1,084.00)	(6,431.26)	0.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,084.00	1,084.00		0.00	(1,084.00)	-100.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,084.00	1,084.00		0.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,084.00	1,084.00		0.00		
2) Ending Balance, June 30 (E + F1e)			0.00	0.00		0.00		
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) Restricted			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	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount			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)
<b>FEDERAL REVENUE</b>								
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
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	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>								
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	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	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%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>								
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	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	22,549.00	22,549.00	5,907.42	23,633.00	1,084.00	4.8%
All Other Fees and Contracts		8689	10,000.00	10,000.00	0.00	10,000.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	1,084.00	1,084.00	1,000.00	1,084.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>33,633.00</b>	<b>33,633.00</b>	<b>6,907.42</b>	<b>34,717.00</b>	<b>1,084.00</b>	<b>3.2%</b>
<b>TOTAL, REVENUES</b>			<b>33,633.00</b>	<b>33,633.00</b>	<b>6,907.42</b>	<b>34,717.00</b>		

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)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	0.00	0.00	0.00	0.00	0.00	0.0%
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%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	45,657.50	45,657.50	7,306.44	45,657.50	0.00	0.0%
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%
<b>TOTAL, CLASSIFIED SALARIES</b>			45,657.50	45,657.50	7,306.44	45,657.50	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	9,451.10	9,451.10	1,512.44	9,451.10	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	3,492.79	3,492.79	555.78	3,492.79	0.00	0.0%
Health and Welfare Benefits		3401-3402	2,282.50	2,282.50	1,383.80	2,282.50	0.00	0.0%
Unemployment Insurance		3501-3502	22.83	22.83	3.64	22.83	0.00	0.0%
Workers' Compensation		3601-3602	1,421.31	1,421.31	229.72	1,421.31	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%
<b>TOTAL, EMPLOYEE BENEFITS</b>			16,670.53	16,670.53	3,685.38	16,670.53	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>								
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	3,455.18	3,455.18	11.84	3,455.18	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
Food		4700	700.00	700.00	0.00	700.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			4,155.18	4,155.18	11.84	4,155.18	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)
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	1,000.00	1,000.00	0.00	1,000.00	0.00	0.0%
Dues and Memberships		5300	363.00	363.00	363.00	363.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	6,380.00	6,380.00	1,429.57	6,380.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	700.00	700.00	145.26	700.00	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	1,334.00	1,334.00	0.00	1,334.00	0.00	0.0%
Communications		5900	840.00	840.00	397.19	840.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>10,617.00</b>	<b>10,617.00</b>	<b>2,335.02</b>	<b>10,617.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CAPITAL OUTLAY</b>								
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%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
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%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>77,100.21</b>	<b>77,100.21</b>	<b>13,338.68</b>	<b>77,100.21</b>		



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)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: General Fund		8911	42,383.21	42,383.21	0.00	42,383.21	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>42,383.21</b>	<b>42,383.21</b>	<b>0.00</b>	<b>42,383.21</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
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		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Certificates of Participation		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8979	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources			0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
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%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
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%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			<b>42,383.21</b>	<b>42,383.21</b>	<b>0.00</b>	<b>42,383.21</b>		

<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
	Total, Restricted Balance	<u>0.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	80,000.00	80,000.00	0.00	80,000.00	0.00	0.0%
3) Other State Revenue		8300-8599	6,000.00	6,000.00	0.00	16,327.50	10,327.50	172.1%
4) Other Local Revenue		8600-8799	60,000.00	60,000.00	0.00	60,000.00	0.00	0.0%
5) TOTAL, REVENUES			146,000.00	146,000.00	0.00	156,327.50		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	94,705.38	94,705.38	21,258.43	94,705.38	0.00	0.0%
3) Employee Benefits		3000-3999	56,202.57	56,202.57	13,972.29	56,202.57	0.00	0.0%
4) Books and Supplies		4000-4999	112,950.00	112,950.00	33,406.84	112,950.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	7,400.00	7,400.00	4,250.00	7,400.00	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	6,000.00	6,000.00	0.00	6,000.00	0.00	0.0%
9) TOTAL, EXPENDITURES			277,257.95	277,257.95	72,887.56	277,257.95		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(131,257.95)	(131,257.95)	(72,887.56)	(120,930.45)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	131,257.95	131,257.95	0.00	131,257.95	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			131,257.95	131,257.95	0.00	131,257.95		

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)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	(72,887.56)	10,327.50		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	0.00	0.00		12,606.56	12,606.56	New
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	0.00		12,606.56		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	0.00		12,606.56		
2) Ending Balance, June 30 (E + F1e)			0.00	0.00		22,934.06		
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			0.00	0.00		22,934.06		
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	0.00	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)
<b>FEDERAL REVENUE</b>								
Child Nutrition Programs		8220	80,000.00	80,000.00	0.00	80,000.00	0.00	0.0%
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%
<b>TOTAL, FEDERAL REVENUE</b>			<b>80,000.00</b>	<b>80,000.00</b>	<b>0.00</b>	<b>80,000.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>								
Child Nutrition Programs		8520	6,000.00	6,000.00	0.00	16,327.50	10,327.50	172.1%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>6,000.00</b>	<b>6,000.00</b>	<b>0.00</b>	<b>16,327.50</b>	<b>10,327.50</b>	<b>172.1%</b>
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	60,000.00	60,000.00	0.00	60,000.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>60,000.00</b>	<b>60,000.00</b>	<b>0.00</b>	<b>60,000.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>146,000.00</b>	<b>146,000.00</b>	<b>0.00</b>	<b>156,327.50</b>		

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)
<b>CERTIFICATED SALARIES</b>								
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%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	94,705.38	94,705.38	21,258.43	94,705.38	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%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>94,705.38</b>	<b>94,705.38</b>	<b>21,258.43</b>	<b>94,705.38</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	19,604.02	19,604.02	4,400.49	19,604.02	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	6,871.90	6,871.90	1,527.54	6,871.90	0.00	0.0%
Health and Welfare Benefits		3401-3402	26,924.58	26,924.58	7,415.05	26,924.58	0.00	0.0%
Unemployment Insurance		3501-3502	44.29	44.29	9.78	44.29	0.00	0.0%
Workers' Compensation		3601-3602	2,757.78	2,757.78	619.43	2,757.78	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%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>56,202.57</b>	<b>56,202.57</b>	<b>13,972.29</b>	<b>56,202.57</b>	<b>0.00</b>	<b>0.0%</b>
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	9,000.00	9,000.00	5,298.00	9,000.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
Food		4700	103,950.00	103,950.00	28,108.84	103,950.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>112,950.00</b>	<b>112,950.00</b>	<b>33,406.84</b>	<b>112,950.00</b>	<b>0.00</b>	<b>0.0%</b>

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)
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
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		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	7,400.00	7,400.00	4,250.00	7,400.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>7,400.00</b>	<b>7,400.00</b>	<b>4,250.00</b>	<b>7,400.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CAPITAL OUTLAY</b>								
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%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
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%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs - Interfund		7350	6,000.00	6,000.00	0.00	6,000.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>6,000.00</b>	<b>6,000.00</b>	<b>0.00</b>	<b>6,000.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>277,257.95</b>	<b>277,257.95</b>	<b>72,887.56</b>	<b>277,257.95</b>		

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)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: General Fund		8916	131,257.95	131,257.95	0.00	131,257.95	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>131,257.95</b>	<b>131,257.95</b>	<b>0.00</b>	<b>131,257.95</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
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 Capital 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%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
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%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
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%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			<b>131,257.95</b>	<b>131,257.95</b>	<b>0.00</b>	<b>131,257.95</b>		



<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
5310	Child Nutrition: School Programs (e.g., School Lunch, School	22,934.06
Total, Restricted Balance		<u>22,934.06</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	75,000.00	75,000.00	0.00	75,000.00	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	500.00	500.00	(46.72)	500.00	0.00	0.0%
5) TOTAL, REVENUES			75,500.00	75,500.00	(46.72)	75,500.00		
<b>B. EXPENDITURES</b>								
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	36,425.08	36,425.08	0.00	36,425.08	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	39,074.92	39,074.92	39,701.00	39,074.92	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			75,500.00	75,500.00	39,701.00	75,500.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>								
			0.00	0.00	(39,747.72)	0.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
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)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	(39,747.72)	0.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	82,900.21	82,900.21		67,481.73	(15,418.48)	-18.6%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			82,900.21	82,900.21		67,481.73		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			82,900.21	82,900.21		67,481.73		
2) Ending Balance, June 30 (E + F1e)			82,900.21	82,900.21		67,481.73		
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								
c) Committed		9740	0.00	0.00		0.00		
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	82,900.21	82,900.21		67,481.73		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount			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)
<b>LCFF SOURCES</b>								
LCFF Transfers								
LCFF Transfers - Current Year		8091	75,000.00	75,000.00	0.00	75,000.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>75,000.00</b>	<b>75,000.00</b>	<b>0.00</b>	<b>75,000.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>								
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>								
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	500.00	500.00	(46.72)	500.00	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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>500.00</b>	<b>500.00</b>	<b>(46.72)</b>	<b>500.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>75,500.00</b>	<b>75,500.00</b>	<b>(46.72)</b>	<b>75,500.00</b>		

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)
<b>CLASSIFIED SALARIES</b>								
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%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>								
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%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	36,425.08	36,425.08	0.00	36,425.08	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>36,425.08</b>	<b>36,425.08</b>	<b>0.00</b>	<b>36,425.08</b>	<b>0.00</b>	<b>0.0%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
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	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	39,074.92	39,074.92	39,701.00	39,074.92	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>39,074.92</b>	<b>39,074.92</b>	<b>39,701.00</b>	<b>39,074.92</b>	<b>0.00</b>	<b>0.0%</b>
<b>CAPITAL OUTLAY</b>								
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%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
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%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>75,500.00</b>	<b>75,500.00</b>	<b>39,701.00</b>	<b>75,500.00</b>		

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)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
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 Capital 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%
<b>(c) TOTAL, SOURCES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
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%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
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%
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			0.00	0.00	0.00	0.00		

<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
	Total, Restricted Balance	<u>0.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
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	12,000.00	12,000.00	2,047.08	12,000.00	0.00	0.0%
5) TOTAL, REVENUES			12,000.00	12,000.00	2,047.08	12,000.00		
<b>B. EXPENDITURES</b>								
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		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			12,000.00	12,000.00	2,047.08	12,000.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
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)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			12,000.00	12,000.00	2,047.08	12,000.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	864,164.50	864,164.50		865,528.25	1,363.75	0.2%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			864,164.50	864,164.50		865,528.25		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			864,164.50	864,164.50		865,528.25		
2) Ending Balance, June 30 (E + F1e)			876,164.50	876,164.50		877,528.25		
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								
c) Committed		9740	0.00	0.00		0.00		
Stabilization Arrangements								
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	876,164.50	876,164.50		877,528.25		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount			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)
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	12,000.00	12,000.00	2,047.08	12,000.00	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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>12,000.00</b>	<b>12,000.00</b>	<b>2,047.08</b>	<b>12,000.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>12,000.00</b>	<b>12,000.00</b>	<b>2,047.08</b>	<b>12,000.00</b>		
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
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%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
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>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
	Total, Restricted Balance	<u>0.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
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	39,618.24	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	39,618.24	0.00		
<b>B. EXPENDITURES</b>								
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	9,200.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	100,152.70	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	109,352.70	0.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			0.00	0.00	(69,734.46)	0.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
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)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	(69,734.46)	0.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	16,762,115.47	0.00		16,762,115.41	16,762,115.41	New
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			16,762,115.47	0.00		16,762,115.41		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			16,762,115.47	0.00		16,762,115.41		
2) Ending Balance, June 30 (E + F1e)			16,762,115.47	0.00		16,762,115.41		
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	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	16,762,115.47	0.00		16,762,115.41		
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)
<b>FEDERAL REVENUE</b>								
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%
<b>TOTAL, FEDERAL REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>								
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%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
County and District Taxes								
Other Restricted Levies Secured Roll								
Unsecured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Other		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								
Penalties and Interest from Delinquent Non-LCFF Taxes		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	0.00	0.00	39,618.24	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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			0.00	0.00	39,618.24	0.00	0.00	0.0%
<b>TOTAL, REVENUES</b>			0.00	0.00	39,618.24	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)
<b>CLASSIFIED SALARIES</b>								
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%
<b>TOTAL, CLASSIFIED SALARIES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>								
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%
<b>TOTAL, EMPLOYEE BENEFITS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>								
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%
<b>TOTAL, BOOKS AND SUPPLIES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
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	9,200.00	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			0.00	0.00	9,200.00	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)
<b>CAPITAL OUTLAY</b>								
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	100,152.70	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%
<b>TOTAL, CAPITAL OUTLAY</b>			0.00	0.00	100,152.70	0.00	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
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%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EXPENDITURES</b>			0.00	0.00	109,352.70	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)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
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>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
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 Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
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%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
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%
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			0.00	0.00	0.00	0.00		

<u>Resource</u>	<u>Description</u>	<u>2020/21 Projected Year Totals</u>
	Total, Restricted Balance	<u>0.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
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	42,000.00	42,000.00	29,002.36	42,000.00	0.00	0.0%
5) TOTAL, REVENUES			42,000.00	42,000.00	29,002.36	42,000.00		
<b>B. EXPENDITURES</b>								
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	4,500.00	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	4,500.00	0.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			42,000.00	42,000.00	24,502.36	42,000.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
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)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			42,000.00	42,000.00	24,502.36	42,000.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	235,412.22	235,412.22		242,822.50	7,410.28	3.1%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			235,412.22	235,412.22		242,822.50		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			235,412.22	235,412.22		242,822.50		
2) Ending Balance, June 30 (E + F1e)			277,412.22	277,412.22		284,822.50		
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	277,412.22	277,412.22		284,822.50		
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	0.00	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)
<b>OTHER STATE REVENUE</b>								
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%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
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	2,000.00	2,000.00	599.78	2,000.00	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								
Mitigation/Developer Fees								
		8681	40,000.00	40,000.00	28,402.58	40,000.00	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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			42,000.00	42,000.00	29,002.36	42,000.00	0.00	0.0%
<b>TOTAL, REVENUES</b>			42,000.00	42,000.00	29,002.36	42,000.00		

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)
<b>CERTIFICATED SALARIES</b>								
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CLASSIFIED SALARIES</b>								
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%
<b>TOTAL, CLASSIFIED SALARIES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>								
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%
<b>TOTAL, EMPLOYEE BENEFITS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>								
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	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%
<b>TOTAL, BOOKS AND SUPPLIES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
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	4,500.00	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			0.00	0.00	4,500.00	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)
<b>CAPITAL OUTLAY</b>								
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%
<b>TOTAL, CAPITAL OUTLAY</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
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%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL EXPENDITURES</b>			0.00	0.00	4,500.00	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)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
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>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
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		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Certificates of Participation		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
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%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
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%
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			0.00	0.00	0.00	0.00		



<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
9010	Other Restricted Local	284,822.50
Total, Restricted Balance		<u>284,822.50</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
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	2,245,634.00	2,245,634.00	768,127.00	2,245,634.00	0.00	0.0%
5) TOTAL, REVENUES			2,245,634.00	2,245,634.00	768,127.00	2,245,634.00		
<b>B. EXPENSES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	524,062.56	524,062.56	190,182.96	524,062.56	0.00	0.0%
3) Employee Benefits		3000-3999	245,438.04	245,438.04	87,886.87	245,438.04	0.00	0.0%
4) Books and Supplies		4000-4999	81,906.00	81,906.00	27,367.98	81,906.00	0.00	0.0%
5) Services and Other Operating Expenses		5000-5999	1,316,354.00	1,316,354.00	465,627.00	1,316,354.00	0.00	0.0%
6) Depreciation		6000-6999	7,719.00	7,719.00	18,010.61	7,719.00	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			2,175,479.60	2,175,479.60	789,075.42	2,175,479.60		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			70,154.40	70,154.40	(20,948.42)	70,154.40		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	8,190.00	8,190.00	2,847.56	8,190.00	0.00	0.0%
b) Transfers Out		7600-7629	40,000.00	40,000.00	13,333.32	40,000.00	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			(31,810.00)	(31,810.00)	(10,485.76)	(31,810.00)		

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)
<b>E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)</b>			38,344.40	38,344.40	(31,434.18)	38,344.40		
<b>F. NET POSITION</b>								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	(362,250.56)	(362,250.56)		(467,146.90)	(104,896.34)	29.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			(362,250.56)	(362,250.56)		(467,146.90)		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			(362,250.56)	(362,250.56)		(467,146.90)		
2) Ending Net Position, June 30 (E + F1e)			(323,906.16)	(323,906.16)		(428,802.50)		
Components of Ending Net Position								
a) Net Investment in Capital Assets		9796	23,158.39	23,158.39		23,158.39		
b) Restricted Net Position		9797	0.00	0.00		0.00		
c) Unrestricted Net Position		9790	(347,064.55)	(347,064.55)		(451,960.89)		

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)
<b>OTHER STATE REVENUE</b>								
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%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
Sales								
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	2,000.00	2,000.00	257.90	2,000.00	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								
All Other Fees and Contracts		8689	2,243,634.00	2,243,634.00	767,869.10	2,243,634.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			2,245,634.00	2,245,634.00	768,127.00	2,245,634.00	0.00	0.0%
<b>TOTAL, REVENUES</b>			2,245,634.00	2,245,634.00	768,127.00	2,245,634.00		

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)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	0.00	0.00	0.00	0.00	0.00	0.0%
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%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	149,881.32	149,881.32	43,126.60	149,881.32	0.00	0.0%
Clerical, Technical and Office Salaries		2400	374,181.24	374,181.24	147,056.36	374,181.24	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			524,062.56	524,062.56	190,182.96	524,062.56	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	8,875.11	8,875.11	1,467.80	8,875.11	0.00	0.0%
PERS		3201-3202	97,105.42	97,105.42	35,572.87	97,105.42	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	35,075.45	35,075.45	13,287.41	35,075.45	0.00	0.0%
Health and Welfare Benefits		3401-3402	88,552.08	88,552.08	31,703.18	88,552.08	0.00	0.0%
Unemployment Insurance		3501-3502	250.24	250.24	89.94	250.24	0.00	0.0%
Workers' Compensation		3601-3602	15,579.74	15,579.74	5,765.67	15,579.74	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%
<b>TOTAL, EMPLOYEE BENEFITS</b>			245,438.04	245,438.04	87,886.87	245,438.04	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>								
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	55,125.00	55,125.00	24,300.15	55,125.00	0.00	0.0%
Noncapitalized Equipment		4400	26,781.00	26,781.00	3,067.83	26,781.00	0.00	0.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			81,906.00	81,906.00	27,367.98	81,906.00	0.00	0.0%
<b>SERVICES AND OTHER OPERATING EXPENSES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	6,925.00	6,925.00	1,849.19	6,925.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	365.00	0.00	0.00	0.0%
Insurance		5400-5450	9,359.00	9,359.00	6,225.84	9,359.00	0.00	0.0%
Operations and Housekeeping Services		5500	9,368.00	9,368.00	2,836.73	9,368.00	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	116,973.00	116,973.00	27,065.92	116,973.00	0.00	0.0%
Communications		5900	1,173,729.00	1,173,729.00	427,284.32	1,173,729.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENSES</b>			1,316,354.00	1,316,354.00	465,627.00	1,316,354.00	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)
<b>DEPRECIATION</b>								
Depreciation Expense		6900	7,719.00	7,719.00	18,010.61	7,719.00	0.00	0.0%
<b>TOTAL, DEPRECIATION</b>			7,719.00	7,719.00	18,010.61	7,719.00	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Other Transfers Out								
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EXPENSES</b>			2,175,479.60	2,175,479.60	789,075.42	2,175,479.60		
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	8,190.00	8,190.00	2,847.56	8,190.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			8,190.00	8,190.00	2,847.56	8,190.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	40,000.00	40,000.00	13,333.32	40,000.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			40,000.00	40,000.00	13,333.32	40,000.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs								
		7651	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
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%
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			(31,810.00)	(31,810.00)	(10,485.76)	(31,810.00)		

<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
	Total, Restricted Net Position	<u>0.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
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	102,000.00	102,000.00	5,444.60	102,000.00	0.00	0.0%
5) TOTAL, REVENUES			102,000.00	102,000.00	5,444.60	102,000.00		
<b>B. EXPENSES</b>								
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	119,000.00	119,000.00	28,297.33	119,000.00	0.00	0.0%
6) Depreciation		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			119,000.00	119,000.00	28,297.33	119,000.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(17,000.00)	(17,000.00)	(22,852.73)	(17,000.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
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)
<b>E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)</b>			(17,000.00)	(17,000.00)	(22,852.73)	(17,000.00)		
<b>F. NET POSITION</b>								
1) Beginning Net Position								
a) As of July 1 - Unaudited		9791	111,086.18	111,086.18		160,429.44	49,343.26	44.4%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			111,086.18	111,086.18		160,429.44		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			111,086.18	111,086.18		160,429.44		
2) Ending Net Position, June 30 (E + F1e)			94,086.18	94,086.18		143,429.44		
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			94,086.18	94,086.18		143,429.44		

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)
<b>OTHER STATE REVENUE</b>								
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%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	1,000.00	1,000.00	360.60	1,000.00	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								
In-District Premiums/Contributions		8674	101,000.00	101,000.00	5,084.00	101,000.00	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	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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			102,000.00	102,000.00	5,444.60	102,000.00	0.00	0.0%
<b>TOTAL, REVENUES</b>			102,000.00	102,000.00	5,444.60	102,000.00		

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)
<b>CERTIFICATED SALARIES</b>								
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%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CLASSIFIED SALARIES</b>								
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%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>								
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%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>BOOKS AND SUPPLIES</b>								
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%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>SERVICES AND OTHER OPERATING EXPENSES</b>								
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	119,000.00	119,000.00	28,297.33	119,000.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENSES</b>			<b>119,000.00</b>	<b>119,000.00</b>	<b>28,297.33</b>	<b>119,000.00</b>	<b>0.00</b>	<b>0.0%</b>

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)
<b>DEPRECIATION</b>								
Depreciation Expense		6900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, DEPRECIATION			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EXPENSES</b>			119,000.00	119,000.00	28,297.33	119,000.00		
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
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%
<b>INTERFUND TRANSFERS OUT</b>								
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%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
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%
<b>USES</b>								
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%
<b>CONTRIBUTIONS</b>								
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		

<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
	Total, Restricted Net Position	<u>0.00</u>

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>A. DISTRICT</b>						
<b>1. Total District Regular ADA</b> 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)	421.98	421.98	421.98	421.98	0.00	0%
<b>2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA</b> 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)	77.02	77.02	77.02	77.02	0.00	0%
<b>3. Total Basic Aid Open Enrollment Regular ADA</b> 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%
<b>4. Total, District Regular ADA (Sum of Lines A1 through A3)</b>	499.00	499.00	499.00	499.00	0.00	0%
<b>5. District Funded County Program ADA</b>						
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%
<b>g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)</b>	499.00	499.00	499.00	499.00	0.00	0%
<b>7. Adults in Correctional Facilities</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)</b>						

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>B. COUNTY OFFICE OF EDUCATION</b>						
<b>1. County Program Alternative Education ADA</b>						
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%
<b>d. Total, County Program Alternative Education ADA (Sum of Lines B1a through B1c)</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>2. District Funded County Program ADA</b>						
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%
<b>g. Total, District Funded County Program ADA (Sum of Lines B2a through B2f)</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>3. TOTAL COUNTY OFFICE ADA (Sum of Lines B1d and B2g)</b>						
	0.00	0.00	0.00	0.00	0.00	0%
<b>4. Adults in Correctional Facilities</b>						
	0.00	0.00	0.00	0.00	0.00	0%
<b>5. County Operations Grant ADA</b>						
	0.00	0.00	0.00	0.00	0.00	0%
<b>6. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)</b>						

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>C. CHARTER SCHOOL ADA</b>						
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.						
<b>FUND 01: Charter School ADA corresponding to SACS financial data reported in Fund 01.</b>						
<b>1. Total Charter School Regular ADA</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>2. Charter School County Program Alternative Education ADA</b>						
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%
<b>d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C2a through C2c)</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>3. Charter School Funded County Program ADA</b>						
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%
<b>f. Total, Charter School Funded County Program ADA (Sum of Lines C3a through C3e)</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>4. TOTAL CHARTER SCHOOL ADA (Sum of Lines C1, C2d, and C3f)</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>FUND 09 or 62: Charter School ADA corresponding to SACS financial data reported in Fund 09 or Fund 62.</b>						
<b>5. Total Charter School Regular ADA</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>6. Charter School County Program Alternative Education ADA</b>						
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%
<b>d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C6a through C6c)</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>7. Charter School Funded County Program ADA</b>						
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%
<b>f. Total, Charter School Funded County Program ADA (Sum of Lines C7a through C7e)</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>8. TOTAL CHARTER SCHOOL ADA (Sum of Lines C5, C6d, and C7f)</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>9. TOTAL CHARTER SCHOOL ADA Reported in Fund 01, 09, or 62 (Sum of Lines C4 and C8)</b>	0.00	0.00	0.00	0.00	0.00	0%



**MENDOCINO UNIFIED SCHOOL DISTRICT**  
**SUPPLEMENT: FIRST INTERIM CASH FLOW -- GENERAL FUND**  
**Beginning Cash balance as of October 31, 2020**

	November	December	January	February	March	April	May
<b>Cash as of Oct 31</b>	863,465	147,717	2,583,914	1,996,573	1,333,683	720,378	2,117,463
<b>LCFF</b>	0	3,145,784	122,599	54,670	48,604	2,031,904	190,104
<b>Federal Revenues</b>	(23)	25,415	19,166	0	26,821	19,166	0
<b>State Revenues</b>	18,888	0	32,774	2,099	0	32,774	0
<b>Local Revenues</b>	(24,124)	97,543	11,503	12,388	66,445	16,851	9,200
<b>Sources</b>	0	0	0	0	0	0	0
<b>Receivables &amp; Due From Other Funds</b>	154,481	451	0	0	0	0	0
<b>9650-9652 Deferred Revenue</b>	0	0	0	0	0	0	0
<b>1000</b>	307,271	302,323	307,205	299,250	303,298	304,473	294,657
<b>2000</b>	173,789	162,441	163,383	162,526	171,485	162,498	161,911
<b>3000</b>	192,643	190,076	193,087	191,936	192,318	192,267	190,339
<b>4000</b>	19,683	14,967	29,972	19,543	17,271	9,354	5,785
<b>5000</b>	53,948	45,555	79,737	58,791	70,804	35,018	53,227
<b>6000</b>	0	0	0	0	0	0	0
<b>7000</b>	0	0	0	0	0	0	0
<b>TF in</b>	0	0	0	0	0	0	0
<b>Uses - COVID by 12/31/2020!</b>	117,635	117,635	0	0	0	0	0
<b>TF out</b>	0	0	0	0	0	0	0
<b>Payables</b>	0	0	0	0	0	0	0
<b>TRANS Note Payable</b>	0	0	0	0	0	0	0
<b>Deferred Expense</b>	0						
<b>Prepaid Expense</b>							
<b>Cash Balance</b>	<b>147,717</b>	<b>2,583,914</b>	<b>1,996,573</b>	<b>1,333,683</b>	<b>720,378</b>	<b>2,117,463</b>	<b>1,610,848</b>

**Total Receivables (including deferred appropriations if any)**  
**Final Projected Cash Balance General Fund, TRANS, Reserve:**

01/15/21

June	Receivable
1,610,848	
346,099	464,569
33,687	17,621
321,395	32,737
232,561	7,500
0	
0	
0	
356,903	
168,558	
587,369	
24,134	
143,869	
0	
(6,000)	
26,667	
0	
179,294	
0	
0	
0	
<b>1,117,130</b>	

\$522,427  
**\$1,117,130**

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	7,450,525.00	1.08%	7,530,929.94	1.08%	7,612,540.95
2. Federal Revenues	8100-8299	18,674.00	0.00%	18,674.00	0.00%	18,674.00
3. Other State Revenues	8300-8599	109,710.54	0.00%	109,710.54	0.00%	109,710.54
4. Other Local Revenues	8600-8799	98,731.90	-50.99%	48,384.90	0.00%	48,384.90
5. Other Financing Sources						
a. Transfers In	8900-8929	40,000.00	0.00%	40,000.00	0.00%	40,000.00
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	(1,395,453.11)	3.64%	(1,446,208.29)	6.88%	(1,545,765.87)
6. Total (Sum lines A1 thru A5c)		6,322,188.33	-0.33%	6,301,491.09	-0.28%	6,283,544.52
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				2,781,597.04		2,837,228.98
b. Step & Column Adjustment				55,631.94		56,744.58
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	2,781,597.04	2.00%	2,837,228.98	2.00%	2,893,973.56
2. Classified Salaries						
a. Base Salaries				1,148,783.06		1,177,502.64
b. Step & Column Adjustment				28,719.58		29,437.57
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	1,148,783.06	2.50%	1,177,502.64	2.50%	1,206,940.21
3. Employee Benefits	3000-3999	1,677,082.80	2.52%	1,719,425.58	6.71%	1,834,723.17
4. Books and Supplies	4000-4999	233,821.07	0.00%	233,821.07	0.00%	233,821.07
5. Services and Other Operating Expenditures	5000-5999	604,947.96	-0.83%	599,947.96	0.83%	604,947.96
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%	0.00	0.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(36,000.00)	0.00%	(36,000.00)	0.00%	(36,000.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	182,141.16	4.40%	190,153.79	4.33%	198,384.79
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		6,592,373.09	1.97%	6,722,080.02	3.19%	6,936,790.76
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b> (Line A6 minus line B11)						
		(270,184.76)		(420,588.93)		(653,246.24)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		2,162,317.55		1,892,132.79		1,471,543.86
2. Ending Fund Balance (Sum lines C and D1)		1,892,132.79		1,471,543.86		818,297.62
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	10,000.00		10,000.00		10,000.00
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	0.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	368,260.00		368,260.00		368,260.00
2. Unassigned/Unappropriated	9790	1,513,872.79		1,093,283.86		440,037.62
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		1,892,132.79		1,471,543.86		818,297.62

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	368,260.00		368,260.00		368,260.00
c. Unassigned/Unappropriated	9790	1,513,872.79		1,093,283.86		440,037.62
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00				
3. Total Available Reserves (Sum lines E1a thru E2c)						
		1,882,132.79		1,461,543.86		808,297.62
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	0.00	0.00%	0.00	0.00%	0.00
2. Federal Revenues	8100-8299	434,238.14	-63.54%	158,306.14	0.00%	158,306.14
3. Other State Revenues	8300-8599	421,645.00	-23.31%	323,357.00	0.00%	323,357.00
4. Other Local Revenues	8600-8799	376,610.00	0.00%	376,610.00	0.00%	376,610.00
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	1,395,453.11	3.64%	1,446,208.29	6.88%	1,545,765.87
6. Total (Sum lines A1 thru A5c)		2,627,946.25	-12.31%	2,304,481.43	4.32%	2,404,039.01
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				631,310.71		563,936.92
b. Step & Column Adjustment				12,626.21		11,278.74
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(80,000.00)		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	631,310.71	-10.67%	563,936.92	2.00%	575,215.66
2. Classified Salaries						
a. Base Salaries				584,250.86		595,935.88
b. Step & Column Adjustment				11,685.02		11,918.72
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	584,250.86	2.00%	595,935.88	2.00%	607,854.60
3. Employee Benefits	3000-3999	862,345.89	0.09%	863,161.03	3.95%	897,260.38
4. Books and Supplies	4000-4999	405,006.68	-23.65%	309,227.18	0.00%	309,227.18
5. Services and Other Operating Expenditures	5000-5999	122,959.73	-77.90%	27,180.23	0.00%	27,180.23
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%	0.00	0.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	30,000.00	0.00%	30,000.00	0.00%	30,000.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		2,635,873.87	-9.35%	2,389,441.24	2.40%	2,446,738.05
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)						
		(7,927.62)		(84,959.81)		(42,699.04)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		109,289.99		101,362.37		16,402.56
2. Ending Fund Balance (Sum lines C and D1)		101,362.37		16,402.56		(26,296.48)
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	106,895.83		61,293.20		76,231.81
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	(5,533.46)		(44,890.64)		(102,528.29)
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)		101,362.37		16,402.56		(26,296.48)

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
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.

Certificated staff began the school year one week early to ramp of for distance learning due to COVID. This is intended to be a one time expense so was removed from the ofollowing years.

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	7,450,525.00	1.08%	7,530,929.94	1.08%	7,612,540.95
2. Federal Revenues	8100-8299	452,912.14	-60.92%	176,980.14	0.00%	176,980.14
3. Other State Revenues	8300-8599	531,355.54	-18.50%	433,067.54	0.00%	433,067.54
4. Other Local Revenues	8600-8799	475,341.90	-10.59%	424,994.90	0.00%	424,994.90
5. Other Financing Sources						
a. Transfers In	8900-8929	40,000.00	0.00%	40,000.00	0.00%	40,000.00
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)		8,950,134.58	-3.85%	8,605,972.52	0.95%	8,687,583.53
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				3,412,907.75		3,401,165.90
b. Step & Column Adjustment				68,258.15		68,023.32
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(80,000.00)		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	3,412,907.75	-0.34%	3,401,165.90	2.00%	3,469,189.22
2. Classified Salaries						
a. Base Salaries				1,733,033.92		1,773,438.52
b. Step & Column Adjustment				40,404.60		41,356.29
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	1,733,033.92	2.33%	1,773,438.52	2.33%	1,814,794.81
3. Employee Benefits	3000-3999	2,539,428.69	1.70%	2,582,586.61	5.78%	2,731,983.55
4. Books and Supplies	4000-4999	638,827.75	-14.99%	543,048.25	0.00%	543,048.25
5. Services and Other Operating Expenditures	5000-5999	727,907.69	-13.85%	627,128.19	0.80%	632,128.19
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%	0.00	0.00%	0.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(6,000.00)	0.00%	(6,000.00)	0.00%	(6,000.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	182,141.16	4.40%	190,153.79	4.33%	198,384.79
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		0.00
11. Total (Sum lines B1 thru B10)		9,228,246.96	-1.26%	9,111,521.26	2.99%	9,383,528.81
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b> (Line A6 minus line B11)						
		(278,112.38)		(505,548.74)		(695,945.28)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		2,271,607.54		1,993,495.16		1,487,946.42
2. Ending Fund Balance (Sum lines C and D1)		1,993,495.16		1,487,946.42		792,001.14
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	10,000.00		10,000.00		10,000.00
b. Restricted	9740	106,895.83		61,293.20		76,231.81
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	0.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	368,260.00		368,260.00		368,260.00
2. Unassigned/Unappropriated	9790	1,508,339.33		1,048,393.22		337,509.33
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		1,993,495.16		1,487,946.42		792,001.14

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
<b>E. AVAILABLE RESERVES (Unrestricted except as noted)</b>						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	368,260.00		368,260.00		368,260.00
c. Unassigned/Unappropriated	9790	1,513,872.79		1,093,283.86		440,037.62
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z	(5,533.46)		(44,890.64)		(102,528.29)
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1 thru E2c)		1,876,599.33		1,416,653.22		705,769.33
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		20.34%		15.55%		7.52%
<b>F. RECOMMENDED RESERVES</b>						
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?	No					
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
2. Special education pass-through funds (Column A: Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)						
		0.00		0.00		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))						
		499.00		499.00		499.00
3. Calculating the Reserves						
a. Expenditures and Other Financing Uses (Line B11)		9,228,246.96		9,111,521.26		9,383,528.81
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)		9,228,246.96		9,111,521.26		9,383,528.81
d. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details)		4%		4%		4%
e. Reserve Standard - By Percent (Line F3c times F3d)		369,129.88		364,460.85		375,341.15
f. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details)		71,000.00		71,000.00		71,000.00
g. Reserve Standard (Greater of Line F3e or F3f)		369,129.88		364,460.85		375,341.15
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES



Mendocino Unified School District  
2020/21 - 1st Interim 2020

UNRESTRICTED

Unrestricted

	2019-20 Unaudited Actuals	Changes from Unaudited Actuals to Y1 Budget		Y1 2020-21 1st Interim	Changes from Y1 to Y2	Y2 2021-22 Projection	Changes from Y2 to Y3		Y3 2022-23 Projection	
LCFF/Revenue Limit Sources (8011-8096) <i>Reduced for Def Maint trf (\$75,000)</i>	7,427,615.04	LCFF/Revenue Limit Sources <i>Reduced for Timber Tax (-46,018.51)</i> <i>Secured Tax Increase 1.5% +80,200.98</i> <i>Unsecured Tax Decrease (-11,124.18)</i> <i>Minor Resets (-3,037.33)</i>	<b>Changes</b> 22,909.96	7,450,525.00	LCFF/Revenue Limit Sources <i>Secured Tax Increase 1.5% 80,404.94</i>	<b>Changes</b> 80,404.94	7,530,929.94	LCFF/Revenue Limit Sources <i>Secured Tax Increase 1.5% 81,611.01</i>	<b>Changes</b> 81,611.01	7,612,540.95
Federal Revenues (8110-8290)	32,509.33	Federal Revenues <i>CDE Overpayment Refund \$125</i> <i>Reduce MAA (-13,960.33)</i>	(13,835.33)	18,674.00	Federal Revenues	-	18,674.00	Federal Revenues	-	18,674.00
Other State Revenues (8550-8590)	120,959.00	Other State Revenues <i>Lottery Decrease (-6,743.46)</i> <i>Dec 1-time PrSch (-4,505)</i>	(11,248.46)	109,710.54	Other State Revenues	-	109,710.54	Other State Revenues	-	109,710.54
Local Revenues (8600-8919)	167,818.91	Local Revenues <i>Reduce Local Donations (-15,302.61)</i> <i>Reduce ROP (5,784.4)</i> <i>Reduce Leases (-8,000)</i> <i>Rem MCN Contr (-40,000)</i>	(69,087.01)	98,731.90	Local Revenues <i>Reduce ROP (-\$50,347)</i>	-	48,384.90	Local Revenues	-	48,384.90
<b>Total Revenues</b>	<b>7,748,902.28</b>	<b>Total Revenues</b>	<b>(71,260.84)</b>	<b>7,677,641.44</b>	<b>Total Revenues</b>	<b>80,404.94</b>	<b>7,707,699.38</b>	<b>Total Revenues</b>	<b>81,611.01</b>	<b>7,789,310.39</b>
Certificated Salaries	2,858,050.72	Certificated Salaries <i>Subs/Overtime</i>	(76,453.68)	2,781,597.04	Certificated Salaries  <i>Step/Col @ 2%</i>	55,631.94	2,837,228.98	Certificated Salaries <i>Step/Col @ 2%</i>	56,744.58	2,893,973.56
Classified Salaries	1,243,830.33	Classified Salaries <i>Staff Adjustment (-\$29,822.58)</i>	(95,047.27)	1,148,783.06	Classified Salaries  <i>Step/Col @ 2.5%</i>	28,719.58	1,177,502.64	Classified Salaries <i>Step/Col @ 2.5%</i>	29,437.57	1,206,940.20
<b>Subtotal Salaries</b>	<b>4,101,881.05</b>	<b>Subtotal Salaries</b>	<b>(171,500.95)</b>	<b>3,930,380.10</b>	<b>Subtotal Salaries</b>	<b>84,351.52</b>	<b>4,014,731.62</b>	<b>Subtotal Salaries</b>	<b>86,182.15</b>	<b>4,100,913.76</b>
Employee Benefits	1,679,539.38	Employee Benefits <i>Staff Adjustment</i>	(2,456.58)	1,677,082.80	Employee Benefits <i>Step &amp; column - certificated</i> <i>Step &amp; Column - Classified &amp; Class Conf</i>	3,093.14 3,377.42	1,719,425.58	Employee Benefits <i>Step &amp; column - certificated</i> <i>Step &amp; Column - Classified &amp; Class Conf</i>	3,155.00 3,461.86	1,834,723.17

Mendocino Unified School District  
2020/21 - 1st Interim 2020

UNRESTRICTED

Unrestricted

	2019-20 Unaudited Actuals	Changes from Unaudited Actuals to Y1 Budget		Y1 2020-21 1st Interim	Changes from Y1 to Y2	Y2 2021-22 Projection	Changes from Y2 to Y3		Y3 2022-23 Projection
		<b>STRS Rate = 16.15%</b> <b>PERS rate = 20.70%</b>			<b>STRS Rate = 16%</b> <b>PERS rate = 22.84%</b>	4,728.71 31,143.51		<b>STRS Rate = 18.1%</b> <b>PERS rate = 25.5%</b>	69,852.58 38,828.15
Books and Supplies	207,948.27	Books and Supplies <i>Budget Reset +22,619.64</i>	25,872.80	233,821.07	Books and Supplies	233,821.07	Books and Supplies	233,821.07	233,821.07
Services/Op Expenses	612,787.79	Services/Op Expenses <i>Various Adjustments (-15,839.83)</i>	(7,839.83)	604,947.96	Services/Op Expenses <i>Assoc Dues - (\$5,000)</i>	599,947.96 (5,000.00)	Services/Op Expenses <i>Assoc Dues - (\$5,000)</i>	5,000.00	604,947.96
Capital Outlay (6xxx)	58,886.98	Capital Outlay <i>Reduce 2 Vans (-\$58,886)</i>	(58,886.98)	-	Capital Outlay	-	Capital Outlay	-	-
Other Outgo	-	Other Outgo -	-	-	Other Outgo	-	Other Outgo	-	-
Transfers of Indirect (7300-7399)	(36,000.00)	Transfers of Indirect (7300-7399)	-	(36,000.00)	Transfers of Indirect (7300-7399)	(36,000.00)	Transfers of Indirect (7300-7399)	(36,000.00)	(36,000.00)
<b>Total Expenditures</b>	<b>6,625,043.47</b>	<b>Total Expenditures</b>	<b>(214,811.54)</b>	<b>6,410,231.93</b>	<b>Total Expenditures</b>	<b>121,694.30</b>	<b>Total Expenditures</b>	<b>206,479.73</b>	<b>6,738,405.96</b>
Excess (Deficiency) of Rev. over Expenditures	1,123,858.81	Excess (Deficiency) of Rev. over Expenditures	143,550.70	1,267,409.51	Excess (Deficiency) of Rev. over Expenditures	1,175,773.15	Excess (Deficiency) of Rev. over Expenditures	1,050,904.43	1,050,904.43
Other Financing Transfers In	40,000.00	Other Financing Transfers In	-	40,000.00	Other Financing Transfers In	40,000.00	Other Financing Transfers In <i>Trnsfr from Fund 17 - \$1,067,087</i>	40,000.00	40,000.00
Transfers Out (7600-7629) <i>Café, Pre-Sch, MCN Phone Serv</i>	153,228.32	Transfers Out	28,912.84	182,141.16	Transfers Out <i>Café Step/Cola</i> <i>Pre Schl Step/Col</i> <i>Café Benefits</i> <i>Pre Schl Benefits</i> <i>Café Cola @ 3%</i>	190,153.79 2,428.17 1,159.55 551.19 263.22 3,610.50	Transfers Out <i>Café Step/Cola</i> <i>Pre Schl Step/Col</i> <i>Café Benefits</i> <i>Pre Schl Benefits</i> <i>Café Cola @ 3%</i>	2,488.88 1,188.54 564.97 269.80 3,718.82	198,384.79
Contributions (8980-8999)	(1,251,606.64)	Contributions <i>SpEd, Transpo</i>	(143,846.47)	(1,395,453.11)	Contributions <i>Step Collumn Increases (\$10,755.18)</i> <i>Red One time bond expenses (\$40,000)</i>	(1,446,208.29)	Contributions <i>Step Collumn Increases (\$11,795.43)</i> <i>Adjust for neg restricted bal (\$87,762.15)</i>	(1,545,765.87)	(1,545,765.87)
<b>Total other Financing</b>	<b>(1,364,834.96)</b>	<b>Total other Financing</b>		<b>(1,537,594.27)</b>	<b>Total other Financing</b>	<b>(1,596,362.08)</b>	<b>Total other Financing</b>		<b>(1,704,150.66)</b>
<b>Net Increase (Decrease)</b>	<b>(240,976.15)</b>	<b>Net Increase (Decrease)</b>		<b>(270,184.76)</b>	<b>Net Increase (Decrease)</b>	<b>(420,588.93)</b>	<b>Net Increase (Decrease)</b>		<b>(653,246.23)</b>

**Mendocino Unified School District  
2020/21 - 1st Interim 2020**

UNRESTRICTED

**Unrestricted**

	2019-20 <u>Unaudited Actuals</u>	<u>Changes from Unaudited Actuals to Y1 Budget</u>		Y1 2020-21 <u>1st Interim</u>	<u>Changes from Y1 to Y2</u>		Y2 2021-22 <u>Projection</u>	<u>Changes from Y2 to Y3</u>		Y3 2022-23 <u>Projection</u>
in Fund Balance		in Fund Balance			in Fund Balance			in Fund Balance		
Fund Balance		Fund Balance			Fund Balance			Fund Balance		
Beginning Fund Balance (9791)	2,448,932.95	Beginning Fund Balance		2,143,229.16	Beginning Fund Balance		1,873,044.40	Beginning Fund Balance		1,452,455.47
Net Increase (Decrease)	(240,976.15)	Net Increase (Decrease)		(270,184.76)	Net Increase (Decrease)		(420,588.93)	Net Increase (Decrease)		(653,246.23)
Ending Fund Balance	2,207,956.80	Ending Fund Balance		1,873,044.40	Ending Fund Balance		1,452,455.47	Ending Fund Balance		799,209.24
Compon. of End. Fund Bal.		Compon. of End. Fund Bal.			Compon. of End. Fund Bal.			Compon. of End. Fund Bal.		
Revolving Cash (9711)	10,000.00	Revolving Cash		10,000.00	Revolving Cash		10,000.00	Revolving Cash		10,000.00
Reqd. for Econ Uncertain (9789)	349,000.00	Reqd. for Econ Uncertain		368,260.00	Reqd. for Econ Uncertain		368,260.00	Reqd. for Econ Uncertain		368,260.00
Unappropriated	1,848,956.80	Unappropriated		1,494,784.40	Unappropriated		1,074,195.47	Unappropriated		420,949.24

Mendocino Unified School District  
2019/20 - 1st Interim 2020

RESTRICTED

<b>Restricted</b>									
	2019-20 Unaudited Actuals	Changes from Unaudited Actuals to Y1 Budget		Y1 2020-21 1st Interim	Changes from Y1 to Y2	Y2 2021-22 Projection	Changes from Y2 to Y3	Y3 2022-23 Projection	
			<b>Changes</b>		<b>Changes</b>		<b>Changes</b>		
LCFF/Revenue Limit Sources	-	LCFF/Revenue Limit Sources		-	LCFF/Revenue Limit Sources		-	LCFF/Revenue Limit Sources	-
Federal Revenues (8181-8290)	162,340.46	Federal Revenues CARES Act <i>Red for Medical Billing</i>	243,710.00 (4,034.32)	434,238.14	Federal Revenues		158,306.14	Federal Revenues <i>Budget Flat with PY</i>	158,306.14
Other State Revenues (8560-8590)	501,892.40	Other State Revenues <i>Red Lottery 10%</i> <i>STRS OB</i> <i>SWP Grant - 1-time</i> <i>Learning Loss Mitigation</i>	(3,186.00) (77,061.40) 60,000.00 38,288.00	421,645.00	Other State Revenues <i>Red LLM</i> <i>Red SWP</i>	(38,288.00) (60,000.00)	323,357.00	Other State Revenues	323,357.00
Local Revenues (8600-8919)	545,514.39	Local Revenues <i>Red Sped Funding</i>	(168,904.39)	376,610.00	Local Revenues	-	376,610.00	Local Revenues	376,610.00
<b>Total Revenues</b>	<b>1,209,747.25</b>	<b>Total Revenues</b>	<b>88,811.89</b>	<b>1,232,493.14</b>	<b>Total Revenues</b>	<b>(98,288.00)</b>	<b>858,273.14</b>	<b>Total Revenues</b>	<b>858,273.14</b>
<b>Expenditures</b>		<b>Expenditures</b>			<b>Expenditures</b>			<b>Expenditures</b>	
Certificated Salaries	625,398.35	Certificated Salaries <i>Step Column Increase</i> <i>Extra Week Salary</i>	5,912.36 80,000.00	631,310.71	Certificated Salaries <i>Step/Col @ 2%</i> <i>Red X-tra week salary</i>	12,626.21 (80,000.00)	563,936.92	Certificated Salaries <i>Step/Col @ 2%</i>	11,278.74 -
Classified Salaries	571,222.46	Classified Salaries <i>Step Column Increase</i>	13,028.40	584,250.86	Classified Salaries <i>Step/Col @ 2%</i>	11,685.02 -	595,935.88	Classified Salaries <i>Step/Col @ 2%</i>	11,918.72
<b>Subtotal Salaries</b>	<b>1,196,620.81</b>	<b>Subtotal Salaries</b>	<b>98,940.76</b>	<b>1,215,561.57</b>	<b>Subtotal Salaries</b>	<b>(55,688.77)</b>	<b>1,159,872.80</b>	<b>Subtotal Salaries</b>	<b>23,197.46</b>
Employee Benefits	951,867.67	Employee Benefits  <b>STRS Rate = 16.15%</b> <b>PERS rate = 20.70%</b>	(89,521.78)	862,345.89	Employee Benefits Step & Column/Staff - Certificated Step & Column/Staff - Classified  <b>STRS Rate = 16%</b> <b>PERS rate = 22.84%</b>	(3,928.00) 1,298.09  (11,726.77) 15,171.83	863,161.03	Employee Benefits Step & Column/Staff - Certificated Step & Column/Staff - Classified  <b>STRS Rate = 18.1%</b> <b>PERS rate = 25.5%</b>	- 1,324.05  13,884.13 18,891.17
Books and Supplies	110,368.87	Books and Supplies <i>Red LPSBG Expenses</i>	294,637.81	405,006.68	Books and Supplies		309,227.18	Books and Supplies	309,227.18

Mendocino Unified School District  
2019/20 - 1st Interim 2020

RESTRICTED

Restricted

	2019-20 Unaudited Actuals	Changes from Unaudited Actuals to Y1 Budget		Y1	Changes from Y1 to Y2		Y2	Changes from Y2 to Y3		Y3
				2020-21 1st Interim			2021-22 Projection			2022-23 Projection
Services/Op Expenses	131,288.95	CARES Act 95,779.50			Remove CARES (95,779.50)					
		Services/Op Expenses Red CSEPDBG CARES Act (8,329.22) 95,779.50		122,959.73	Services/Op Expenses Remove CARES (95,779.50)		27,180.23	Services/Op Expenses		27,180.23
Capital Outlay	-	Capital Outlay No planned projects -		-	Capital Outlay No planned projects -		-	Capital Outlay No planned projects		-
Other Outgo	-	Other Outgo -		-	Other Outgo -		-	Other Outgo		-
Transfers of Indirect (7300-7399)	30,000.00	Transfers of Indirect (7300-7399) -		30,000.00	Transfers of Indirect (7300-7399)		30,000.00	Transfers of Indirect (7300-7399)		30,000.00
<b>Total Expenditures</b>	<b>2,420,146.30</b>	<b>Total Expenditures</b> <b>487,286.57</b>		<b>2,635,873.87</b>	<b>Total Expenditures</b> <b>(246,432.63)</b>		<b>2,389,441.24</b>	<b>Total Expenditures</b> <b>57,296.80</b>		<b>2,446,738.05</b>
Excess (Deficiency) of Rev. over Expenditures	(1,210,399.05)	Excess (Deficiency) of Rev. over Expenditures		(1,403,380.73)	Excess (Deficiency) of Rev. over Expenditures		(1,531,168.10)	Excess (Deficiency) of Rev. over Expenditures		(1,588,464.91)
Other Financing Transfers In Transfers Out	-	Other Financing Transfers In Transfers Out			Other Financing Transfers In Transfers Out			Other Financing Transfers In Transfers Out		
Contributions	1,251,606.64	Contributions 143,846.47		1,395,453.11	Contributions		1,446,208.29	Contributions		1,545,765.87
<b>Total other Financing</b>	<b>1,251,606.64</b>	<b>Total other Financing</b>		<b>1,395,453.11</b>	<b>Total other Financing</b>		<b>1,446,208.29</b>	<b>Total other Financing</b>		<b>1,545,765.87</b>
Net Increase (Decrease) in Fund Balance	41,207.59	Net Increase (Decrease) in Fund Balance		(7,927.62)	Net Increase (Decrease) in Fund Balance		(84,959.81)	Net Increase (Decrease) in Fund Balance		(42,699.04)
Fund Balance Beginning Fund Balance Net Increase (Decrease)	- 41,207.59	Fund Balance Beginning Fund Balance Net Increase (Decrease)		74,765.99 (7,927.62)	Fund Balance Beginning Fund Balance Net Increase (Decrease)		66,838.37 (84,959.81)	Fund Balance Beginning Fund Balance Net Increase (Decrease)		(18,121.44) (42,699.04)

**Mendocino Unified School District  
2019/20 - 1st Interim 2020**

RESTRICTED

Restricted

	2019-20 Unaudited Actuals	<u>Changes from Unaudited Actuals to Y1 Budget</u>		Y1 2020-21 1st Interim	<u>Changes from Y1 to Y2</u>		Y2 2021-22 Projection	<u>Changes from Y2 to Y3</u>		Y3 2022-23 Projection
Ending Fund Balance	41,207.59	Ending Fund Balance		66,838.37	Ending Fund Balance		(18,121.44)	Ending Fund Balance		(60,820.48)
Compon. of End. Fund Bal. Restricted Balance Unappropriated	41,207.59	Compon. of End. Fund Bal. Restricted Balance Unappropriated		106,895.83 (40,057.46)	Compon. of End. Fund Bal. Restricted Balance Unappropriated		(18,121.44)	Compon. of End. Fund Bal. Restricted Balance Unappropriated		(60,820.48)

**Mendocino Unified School District  
2020/21 - 1st Interim 2020**

**Total**

	2019-20 <u>Unaudited Actuals</u>		Y1 2020-21 <u>1st Interim</u>	Changes from Y1 to Y2	Y2 2021-22 <u>Projection</u>	Changes from Y2 to Y3	Y3 2022-23 <u>Projection</u>
Revenues		Revenues		Revenues		Revenues	
LCFF/Revenue Limit Sources    <b>Reduced for Def Maint trf (\$75.000)</b>	7,427,615.04	LCFF/Revenue Limit Sources	7,450,525.00	LCFF/Revenue Limit Sources	7,530,929.94	LCFF/Revenue Limit Sources	7,612,540.95
Federal Revenues	194,849.79	Federal Revenues	452,912.14	Federal Revenues	176,980.14	Federal Revenues	176,980.14
Other State Revenues	622,851.40	Other State Revenues	531,355.54	Other State Revenues	433,067.54	Other State Revenues	433,067.54
Local Revenues	713,333.30	Local Revenues	475,341.90	Local Revenues	424,994.90	Local Revenues	424,994.90
<b>Total Revenues</b>	<b>8,958,649.53</b>	<b>Total Revenues</b>	<b>8,910,134.58</b>	<b>Total Revenues</b>	<b>8,565,972.52</b>	<b>Total Revenues</b>	<b>8,647,583.53</b>
Salaries		Salaries		Salaries		Salaries	
Certificated Salaries	3,483,449.07	Certificated Salaries	3,412,907.75	Certificated Salaries	3,401,165.91	Certificated Salaries	3,469,189.22
Classified Salaries	1,815,052.79	Classified Salaries	1,733,033.92	Classified Salaries	1,773,438.51	Classified Salaries	1,814,794.80
Subtotal Salaries	5,298,501.86	Subtotal Salaries	5,145,941.67	Subtotal Salaries	5,174,604.42	Subtotal Salaries	5,283,984.02
Employee benefits	2,631,407.05	Employee benefits	2,539,428.69	Employee benefits	2,582,586.61	Employee benefits	2,731,983.54
Books and Supplies	318,317.14	Books and Supplies	638,827.75	Books and Supplies	543,048.25	Books and Supplies	543,048.25
Services/Op Expenses	744,076.74	Services/Op Expenses	727,907.69	Services/Op Expenses	627,128.19	Services/Op Expenses	632,128.19
Capital Outlay	58,886.98	Capital Outlay	-	Capital Outlay	-	Capital Outlay	-
Other Outgo	-	Other Outgo	-	Other Outgo	-	Other Outgo	-
Transfers of Indirect support costs	(6,000.00)	Transfers of Indirect support costs	(6,000.00)	Transfers of Indirect support costs	(6,000.00)	Transfers of Indirect support costs	(6,000.00)
<b>Total Expenditures</b>	<b>9,045,189.77</b>	<b>Total Expenditures</b>	<b>9,046,105.80</b>	<b>Total Expenditures</b>	<b>8,921,367.47</b>	<b>Total Expenditures</b>	<b>9,185,144.00</b>
Excess (Deficiency) of Rev. over Expenditures	(86,540.24)	Excess (Deficiency) of Rev. over Expenditures	(135,971.22)	Excess (Deficiency) of Rev. over Expenditures	(355,394.95)	Excess (Deficiency) of Rev. over Expenditures	(537,560.47)

**Mendocino Unified School District  
2020/21 - 1st Interim 2020**

**Total**

	2019-20 <u>Unaudited Actuals</u>		Y1 2020-21 <u>1st Interim</u>	<u>Changes from Y1 to Y2</u>	Y2 2021-22 <u>Projection</u>	<u>Changes from Y2 to Y3</u>	Y3 2022-23 <u>Projection</u>
Other Financing Transfers In Transfers Out Contributions	40,000.00 153,228.32 -	Other Financing Transfers In Transfers Out Contributions	40,000.00 182,141.16 -	Other Financing Transfers In Transfers Out Contributions	40,000.00 190,153.79 -	Other Financing Transfers In Transfers Out Contributions	40,000.00 198,384.79 -
Total other Financing	(113,228.32)	Total other Financing	(142,141.16)	Total other Financing	(150,153.79)	Total other Financing	(158,384.79)
Net Increase (Decrease) in Fund Balance	(199,768.56)	Net Increase (Decrease) in Fund Balance	(278,112.38)	Net Increase (Decrease) in Fund Balance	(505,548.74)	Net Increase (Decrease) in Fund Balance	(695,945.26)
Fund Balance Beginning Fund Balance Net Increase (Decrease) Ending Fund Balance	2,448,932.95 (199,768.56) 2,249,164.39	Fund Balance Beginning Fund Balance Net Increase (Decrease) Ending Fund Balance	2,217,995.15 (278,112.38) 1,939,882.77	Fund Balance Beginning Fund Balance Net Increase (Decrease) Ending Fund Balance	1,939,882.77 (505,548.74) 1,434,334.03	Fund Balance Beginning Fund Balance Net Increase (Decrease) Ending Fund Balance	1,434,334.03 (695,945.26) 738,388.76
Compon. of End. Fund Bal. Revolving Cash Reqd. for Econ Uncertain Restricted Unappropriated Amount	10,000.00 349,000.00 41,207.59 1,848,956.80	Compon. of End. Fund Bal. Revolving Cash Reqd. for Econ Uncertain Restricted Unappropriated Amount	10,000.00 368,260.00 66,838.37 1,494,784.40	Compon. of End. Fund Bal. Revolving Cash Reqd. for Econ Uncertain Restricted Unappropriated Amount	10,000.00 368,260.00 (18,121.44) 1,074,195.47	Compon. of End. Fund Bal. Revolving Cash Reqd. for Econ Uncertain Restricted Unappropriated Amount	10,000.00 368,260.00 (60,820.48) 420,949.24



	C	D	E	F	G	H	I	J	K	L	M
1	<b>Mendocino Community Network Multi-Year Projection</b>										
2					<b>income factor</b>						
3					11/16/20 1:52 PM	2020-2021	2021-2022	2022-2023		20-21 vs 21-22	21-22 vs 22-23
4	<b>Income</b>										
5		ANALOG				18,474	14,417	12,864		(4,058)	(1,553)
6		BROADBAND				32,630	31,596	31,596		(1,034)	0
7		COLOCATION				3,360	3,360	3,360		0	0
8		DIGITAL VOICE				168,141	182,784	197,184		14,643	14,400
9		DOMAIN				99,000	97,286	95,846		(1,714)	(1,440)
10		DSL				73,996	0	0		(73,996)	0
11		DSL MODEMS/PHONE EQ				49,644	44,522	44,522		(5,122)	0
12		FUSION DATA (w/setup fee)				1,174,014	1,114,292	1,052,429		(59,722)	(61,862)
13		EMAIL				137,244	144,808	152,308		7,564	7,500
14		INFOSERVICE				18,755	18,174	18,174		(581)	0
15		MUSD				0	0	0		0	0
16		SCHOOL				1,595	1,595	1,595		0	0
17		SALES TAX				1,611	1,124	1,124		(487)	0
18		WEBSERVICE				51,401	44,507	36,974		(6,894)	(7,533)
19		WIRELESS				36,287	131,127	227,521		94,841	96,394
20		MCOE INTEREST				2,000	2,000	2,000		0	0
21		<b>TOTAL NON PASS THROUGH INCOME</b>				1,868,152	1,831,592	1,877,498		(36,559)	45,905
22		FUSION VOICE				483,516	460,335	436,488		(23,181)	(23,846)
23		<b>TOTAL INCOME</b>				2,351,668	2,291,927	2,313,986		(59,741)	22,059
24					Percent Change						
25	<b>Expense</b>										
26		BANK FEES				43,704	42,593	43,003		(1,111)	410
27		BUILDING AND FACILITIES				4,233	4,233	4,233		0	0
28		CONFERENCES AND TRAVEL				7,520	10,345	10,345		2,825	0
29		CONSULTING (includes audit)				3,500	3,500	3,500		0	0
30		CREDIT CARD FINANCE CHARGES				0	0	0		0	0
31		CUSTOMER ACQUISITION EXPENSES				4,493	4,493	4,493		0	0
32		CUSTOMER REFUND				500	500	500		0	0
33		DOMAIN NAME DEBIT ACCOUNT				21,103	21,103	21,103		0	0
34		DSL MODEMS/PHONE EQ (with sales tax)				24,780	28,400	28,400		3,620	0
35		EQUIPMENT				44,042	42,269	72,269		(1,773)	30,000
36		MUSD PG&E, Legal, Insurance				17,650	17,788	17,788		137	0
37		OFFICE SUPPLIES				3,011	3,011	3,011		0	0
38		PERSONNEL				828,968	838,321	869,344		9,353	31,023
39		PROMOTION AND ADVERTISING				13,027	13,027	13,027		0	0
40		SOFTWARE				11,692	11,077	13,077		(614)	2,000
41		WIRELESS				32,218	50,880	50,880		18,662	0
42		WHOLESALE TELECOM / UTILITIES				776,953	711,323	685,369		(65,631)	(25,954)
43		<b>TOTAL NON PASS THROUGH EXPENSE</b>				1,837,395	1,802,863	1,840,344		(34,531)	37,480
44		FUSION VOICE				492,850	460,335	436,488		(32,515)	(23,846)
45		<b>TOTAL EXPENSE</b>				2,330,244	2,263,198	2,276,832		(67,046)	13,634
46					Percent Change						
47					<b>NET OPERATING INCOME</b>	21,423	28,729	37,154			
48											
49		<b>NON OPERATING REVENUE AND DONATION</b>									
50					MUSD Interfund Transfer	(40,000)	(40,000)	(40,000)			
51		<b>TOTAL NON OPERATING REVENUES AND DONATION</b>				(40,000)	(40,000)	(40,000)			
52											
53											
54		<b>CHANGE IN NET ASSETS</b>									
55						(18,577)	(11,271)	(2,846)			
56		<b>TOTAL UNRESTRICTED NET ASSETS BEGINNING*</b>									
57						237,653	219,076	207,805			
58		<b>TOTAL UNRESTRICTED NET ASSETS ENDING</b>									
						219,076	207,805	204,959			

MCN Multi-Year Projection

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 budget adoption.

District's ADA Standard Percentage Range: -2.0% to +2.0%

**1A. Calculating the District's ADA Variances**

DATA ENTRY: Budget Adoption data that exist for the current year will be extracted; otherwise, enter data into the first column for all fiscal years. First 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	Budget Adoption Budget (Form 01CS, Item 1A)	First Interim Projected Year Totals (Form AI, Lines A4 and C4)	Percent Change	Status
Current Year (2020-21)				
District Regular	494.00	499.00		
Charter School	0.00	0.00		
<b>Total ADA</b>	<b>494.00</b>	<b>499.00</b>	<b>1.0%</b>	<b>Met</b>
1st Subsequent Year (2021-22)				
District Regular	499.00	499.00		
Charter School				
<b>Total ADA</b>	<b>499.00</b>	<b>499.00</b>	<b>0.0%</b>	<b>Met</b>
2nd Subsequent Year (2022-23)				
District Regular	499.00	499.00		
Charter School				
<b>Total ADA</b>	<b>499.00</b>	<b>499.00</b>	<b>0.0%</b>	<b>Met</b>

**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 budget adoption 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 budget adoption.

District's Enrollment Standard Percentage Range: -2.0% to +2.0%

**2A. Calculating the District's Enrollment Variances**

DATA ENTRY: Budget Adoption 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.

Fiscal Year	Enrollment		Percent Change	Status
	Budget Adoption (Form 01CS, Item 3B)	First Interim CBEDS/Projected		
Current Year (2020-21)				
District Regular	525	513		
Charter School				
<b>Total Enrollment</b>	<b>525</b>	<b>513</b>	<b>-2.3%</b>	<b>Not Met</b>
1st Subsequent Year (2021-22)				
District Regular	499	513		
Charter School				
<b>Total Enrollment</b>	<b>499</b>	<b>513</b>	<b>2.8%</b>	<b>Not Met</b>
2nd Subsequent Year (2022-23)				
District Regular	499	513		
Charter School				
<b>Total Enrollment</b>	<b>499</b>	<b>513</b>	<b>2.8%</b>	<b>Not Met</b>

**2B. Comparison of District Enrollment to the Standard**

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

- 1a. STANDARD NOT MET - Enrollment projections have changed since budget adoption 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, a description of the methods and assumptions used in projecting enrollment, and what changes will be made to improve the accuracy of projections in this area.

**Explanation:**  
(required if NOT met)

Due to COVID Enrollment was expected to drop more than it actually did.

**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. Budget Adoption 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 01CS, Item 2A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2017-18)			
District Regular	474	517	
Charter School			
<b>Total ADA/Enrollment</b>	<b>474</b>	<b>517</b>	<b>91.7%</b>
Second Prior Year (2018-19)			
District Regular	497	509	
Charter School			
<b>Total ADA/Enrollment</b>	<b>497</b>	<b>509</b>	<b>97.6%</b>
First Prior Year (2019-20)			
District Regular	497	536	
Charter School	0		
<b>Total ADA/Enrollment</b>	<b>497</b>	<b>536</b>	<b>92.7%</b>
Historical Average Ratio:			94.0%
<b>District's ADA to Enrollment Standard (historical average ratio plus 0.5%):</b>			<b>94.5%</b>

**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 (2020-21)				
District Regular	499	513		
Charter School	0			
<b>Total ADA/Enrollment</b>	<b>499</b>	<b>513</b>	<b>97.3%</b>	<b>Not Met</b>
1st Subsequent Year (2021-22)				
District Regular	499	513		
Charter School				
<b>Total ADA/Enrollment</b>	<b>499</b>	<b>513</b>	<b>97.3%</b>	<b>Not Met</b>
2nd Subsequent Year (2022-23)				
District Regular	499	513		
Charter School				
<b>Total ADA/Enrollment</b>	<b>499</b>	<b>513</b>	<b>97.3%</b>	<b>Not Met</b>

**3C. Comparison of District ADA to Enrollment Ratio to the Standard**

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

- 1a. STANDARD NOT MET - Projected P-2 ADA to enrollment ratio exceeds the standard in any of the current year or two subsequent fiscal years. Provide reasons why the projected ratio exceeds the district's historical average ratio by more than 0.5%.

**Explanation:**  
(required if NOT met)

All years- Extremely difficult to predict and track actual attendance due to distance learning.

**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 budget adoption.

District's LCFF Revenue Standard Percentage Range: -2.0% to +2.0%

**4A. Calculating the District's Projected Change in LCFF Revenue**

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. In the First 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)		Percent Change	Status
	Budget Adoption (Form 01CS, Item 4B)	First Interim Projected Year Totals		
	Current Year (2020-21)	7,245,139.43		
1st Subsequent Year (2021-22)	7,249,514.12	7,530,929.94	3.9%	Not Met
2nd Subsequent Year (2022-23)	7,330,079.43	7,612,540.95	3.9%	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 budget adoption 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)

Since budget adoption there was introduced CARESAct funding and economic indicators show that growth should remain steady.

**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)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2017-18)	5,375,214.28	6,199,500.28	86.7%
Second Prior Year (2018-19)	5,558,951.56	6,510,603.76	85.4%
First Prior Year (2019-20)	5,781,420.43	6,634,543.47	87.1%
Historical Average Ratio:			86.4%

	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
District's Reserve Standard Percentage (Criterion 10B, Line 4)	4.0%	4.0%	4.0%
<b>District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):</b>	<b>82.4% to 90.4%</b>	<b>82.4% to 90.4%</b>	<b>82.4% to 90.4%</b>

**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)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits (Form 011, Objects 1000-3999) (Form MYPI, Lines B1-B3)	Total Expenditures (Form 011, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10)		
Current Year (2020-21)	5,607,462.90	6,410,231.93	87.5%	Met
1st Subsequent Year (2021-22)	5,734,157.20	6,531,926.23	87.8%	Met
2nd Subsequent Year (2022-23)	5,935,636.94	6,738,405.97	88.1%	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 MET - Ratio of total unrestricted salaries and benefits to total unrestricted expenditures has met the standard for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

**6. CRITERION: Other Revenues and Expenditures**

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

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

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

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

Object Range / Fiscal Year	Budget Adoption Budget (Form 01CS, Item 6B)	First Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change Is Outside Explanation Range
<b>Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)</b>				
Current Year (2020-21)	176,980.14	452,912.14	155.9%	Yes
1st Subsequent Year (2021-22)	171,931.14	176,980.14	2.9%	No
2nd Subsequent Year (2022-23)	171,931.14	176,980.14	2.9%	No

**Explanation:**  
(required if Yes)

Current Year - Additional Revenue due to COVID Funds

<b>Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)</b>				
Current Year (2020-21)	493,067.54	531,355.54	7.8%	Yes
1st Subsequent Year (2021-22)	493,067.54	433,067.54	-12.2%	Yes
2nd Subsequent Year (2022-23)	493,067.54	433,067.54	-12.2%	Yes

**Explanation:**  
(required if Yes)

Current Year - Additional Revenue due to COVID Funds

<b>Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)</b>				
Current Year (2020-21)	476,892.25	475,341.90	-0.3%	No
1st Subsequent Year (2021-22)	426,535.25	424,994.90	-0.4%	No
2nd Subsequent Year (2022-23)	426,535.25	424,994.90	-0.4%	No

**Explanation:**  
(required if Yes)

In out years expected funding on newly awarded SWP Grant

<b>Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)</b>				
Current Year (2020-21)	321,354.59	638,827.75	98.8%	Yes
1st Subsequent Year (2021-22)	321,354.59	543,048.25	69.0%	Yes
2nd Subsequent Year (2022-23)	321,354.59	543,048.25	69.0%	Yes

**Explanation:**  
(required if Yes)

Increased Expenditures for COVID related expenses

<b>Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)</b>				
Current Year (2020-21)	812,151.58	727,907.69	-10.4%	Yes
1st Subsequent Year (2021-22)	767,151.58	627,128.19	-18.3%	Yes
2nd Subsequent Year (2022-23)	772,151.58	632,128.19	-18.1%	Yes

**Explanation:**  
(required if Yes)

Removed over budget of operating expenses.

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

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Budget Adoption Budget	First Interim Projected Year Totals	Percent Change	Status
<b>Total Federal, Other State, and Other Local Revenue (Section 6A)</b>				
Current Year (2020-21)	1,146,939.93	1,459,609.58	27.3%	Not Met
1st Subsequent Year (2021-22)	1,091,533.93	1,035,042.58	-5.2%	Not Met
2nd Subsequent Year (2022-23)	1,091,533.93	1,035,042.58	-5.2%	Not Met
<b>Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)</b>				
Current Year (2020-21)	1,133,506.17	1,366,735.44	20.6%	Not Met
1st Subsequent Year (2021-22)	1,088,506.17	1,170,176.44	7.5%	Not Met
2nd Subsequent Year (2022-23)	1,093,506.17	1,175,176.44	7.5%	Not 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 budget adoption 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)

Current Year - Additional Revenue due to COVID Funds

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

Current Year - Additional Revenue due to COVID Funds

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

In out years expected funding on newly awarded SWP Grant

- 1b. STANDARD NOT MET - One or more total operating expenditures have changed since budget adoption 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)

Increased Expenditures for COVID related expenses

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

Removed over budget of operating expenses.



**7. CRITERION: Facilities Maintenance**

STANDARD: Identify changes that have occurred since budget adoption in the projected contributions for facilities maintenance funding as required pursuant to Education Code 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.

DATA ENTRY: Enter the Required Minimum Contribution if Budget data does not exist. Budget data that exist will be extracted; otherwise, enter budget data into lines 1, if applicable, and 2. All other data are extracted.

	Required Minimum Contribution	First Interim Contribution Projected Year Totals (Fund 01, Resource 8150, Objects 8900-8999)	Status
1. OMMA/RMA Contribution	272,814.26	315,554.98	Met
2. Budget Adoption Contribution (information only) (Form 01CS, Criterion 7)		315,554.98	

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<sup>1</sup> as a percentage of total expenditures and other financing uses<sup>2</sup> in any of the current fiscal year or two subsequent fiscal years.

<sup>1</sup>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.

<sup>2</sup>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 (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
District's Available Reserve Percentages (Criterion 10C, Line 9)	20.3%	15.6%	7.5%
<b>District's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):</b>	<b>6.8%</b>	<b>5.2%</b>	<b>2.5%</b>

**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			Status
	Net Change in Unrestricted Fund Balance (Form 011, Section E) (Form MYPI, Line C)	Total Unrestricted Expenditures and Other Financing Uses (Form 011, Objects 1000-7999) (Form MYPI, Line B11)	Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	
Current Year (2020-21)	(270,184.76)	6,592,373.09	4.1%	Met
1st Subsequent Year (2021-22)	(420,588.93)	6,722,080.02	6.3%	Not Met
2nd Subsequent Year (2022-23)	(653,246.24)	6,936,790.76	9.4%	Not Met

**8C. Comparison of District Deficit Spending to the Standard**

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

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

**Explanation:**  
(required if NOT met)

Increased expenses due to STRS/PERS increases, normal step/column increases and expected negotiated increases without expected increased revenue..

**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		Status
	(Form 011, Line F2 )	(Form MYPI, Line D2)	
Current Year (2020-21)		1,993,495.16	Met
1st Subsequent Year (2021-22)		1,487,946.42	Met
2nd Subsequent Year (2022-23)		792,001.14	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		Status
	(Form CASH, Line F, June Column)		
Current Year (2020-21)		1,117,130.00	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<sup>1</sup> for any of the current fiscal year or two subsequent fiscal years are not less than the following percentages or amounts<sup>2</sup> as applied to total expenditures and other financing uses<sup>3</sup>:

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

<sup>1</sup> 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.

<sup>2</sup> Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 42238), rounded to the nearest thousand.

<sup>3</sup> 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 (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
District Estimated P-2 ADA (Current Year, Form AI, Lines A4 and C4. Subsequent Years, Form MYPI, Line F2, if available.)	499	499	499
<b>District's Reserve Standard Percentage Level:</b>	<b>4%</b>	<b>4%</b>	<b>4%</b>

**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?
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 (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
b. Special Education Pass-through Funds (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)	0.00	0.00	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 (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. Expenditures and Other Financing Uses (Form 011, objects 1000-7999) (Form MYPI, Line B11)	9,228,246.96	9,111,521.26	9,383,528.81
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)	0.00	0.00	0.00
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	9,228,246.96	9,111,521.26	9,383,528.81
4. Reserve Standard Percentage Level	4%	4%	4%
5. Reserve Standard - by Percent (Line B3 times Line B4)	369,129.88	364,460.85	375,341.15
6. Reserve Standard - by Amount (\$71,000 for districts with less than 1,001 ADA, else 0)	71,000.00	71,000.00	71,000.00
7. <b>District's Reserve Standard (Greater of Line B5 or Line B6)</b>	<b>369,129.88</b>	<b>364,460.85</b>	<b>375,341.15</b>

**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 (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
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)	368,260.00	368,260.00	368,260.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	1,513,872.79	1,093,283.86	440,037.62
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)	(5,533.46)	(44,890.64)	(102,528.29)
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a)	0.00	0.00	0.00
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b)	0.00	0.00	0.00
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c)	0.00		
8. District's Available Reserve Amount (Lines C1 thru C7)	1,876,599.33	1,416,653.22	705,769.33
9. District's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	20.34%	15.55%	7.52%
<b>District's Reserve Standard (Section 10B, Line 7):</b>	<b>369,129.88</b>	<b>364,460.85</b>	<b>375,341.15</b>
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)

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**SUPPLEMENTAL INFORMATION**

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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 budget adoption that may impact the budget?

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

**S2. Use of One-time Revenues for Ongoing Expenditures**

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

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)

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)?

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

**S5. Contributions**

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

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

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

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: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. For Contributions, the First Interim's Current Year data will be extracted. Enter First Interim Contributions for the 1st and 2nd Subsequent Years. For Transfers In and Transfers Out, the First Interim's Current Year data will be extracted. If Form MYPI exists, the data will be extracted into the First 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	Budget Adoption (Form 01CS, Item S5A)	First Interim Projected Year Totals	Percent Change	Amount of Change	Status
<b>1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)</b>					
Current Year (2020-21)	(1,395,453.11)	(1,395,453.11)	0.0%	0.00	Met
1st Subsequent Year (2021-22)	(1,424,697.93)	(1,424,697.93)	0.0%	0.00	Met
2nd Subsequent Year (2022-23)	(1,524,255.51)	(1,524,255.51)	0.0%	0.00	Met
<b>1b. Transfers In, General Fund *</b>					
Current Year (2020-21)	40,000.00	40,000.00	0.0%	0.00	Met
1st Subsequent Year (2021-22)	40,000.00	40,000.00	0.0%	0.00	Met
2nd Subsequent Year (2022-23)	746,823.00	40,000.00	-94.6%	(706,823.00)	Not Met
<b>1c. Transfers Out, General Fund *</b>					
Current Year (2020-21)	181,831.16	182,141.16	0.2%	310.00	Met
1st Subsequent Year (2021-22)	189,843.79	190,153.79	0.2%	310.00	Met
2nd Subsequent Year (2022-23)	198,074.79	198,384.79	0.2%	310.00	Met

**1d. Capital Project Cost Overruns**

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

No

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

**S5B. Status of the 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 budget adoption by more than the standard for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

1b. NOT MET - The projected transfers in to the general fund have changed since budget adoption 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)

At budget adoption we had budgetted for a reserve contribution for the 22-23 year, however since closing, a higher ending balance and higher higher revenues this is no longer required.

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

**Explanation:**  
(required if NOT met)

Staff changes in Pre-School had a significant salary reduction.

1d. NO - There have been no capital project cost overruns occurring since budget adoption that may impact the general fund operational budget.

**Project Information:**  
(required if YES)

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**S6. Long-term Commitments**

Identify all existing and new multiyear commitments<sup>1</sup> 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.

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

1. a. Does your district have long-term (multiyear) commitments?  
(If No, skip items 1b and 2 and sections S6B and S6C)

b. If Yes to Item 1a, have new long-term (multiyear) commitments been incurred since budget adoption?

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

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2020
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases				
Certificates of Participation				
General Obligation Bonds	15	Fund 51 Objects 8611, etc	Fund 51 Objects 7438, 7439	16,000,000
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

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

Compensated Absences				
Net OPEB Obligation				26,977
Net Pension Liability				872,369
				td
<b>TOTAL:</b>				16,899,346

Type of Commitment (continued)	Prior Year (2019-20) Annual Payment (P & I)	Current Year (2020-21) Annual Payment (P & I)	1st Subsequent Year (2021-22) Annual Payment (P & I)	2nd Subsequent Year (2022-23) Annual Payment (P & I)
Capital Leases				
Certificates of Participation				
General Obligation Bonds	1,377,781	1,449,206	1,529,431	1,600,000
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (continued):

Compensated Absences				
Net OPEB Obligation				
Net Pension Liability				
<b>Total Annual Payments:</b>	1,377,781	1,449,206	1,529,431	1,600,000
<b>Has total annual payment increased over prior year (2019-20)?</b>		<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

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

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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)

The bond payments are funded by local property taxes and is managed through the county tax assessor's office.

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

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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 budget adoption, 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. Budget Adoption data that exist (Form 01CS, Item S7A) will be extracted; otherwise, enter Budget Adoption and First Interim data in items 2-4.

- 1. a. Does your district provide postemployment benefits other than pensions (OPEB)? (If No, skip items 1b-4)
- b. If Yes to Item 1a, have there been changes since budget adoption in OPEB liabilities?
- c. If Yes to Item 1a, have there been changes since budget adoption in OPEB contributions?

	Budget Adoption (Form 01CS, Item S7A)	First Interim
2. OPEB Liabilities		
a. Total OPEB liability	872,369.00	872,369.00
b. OPEB plan(s) fiduciary net position (if applicable)		0.00
c. Total/Net OPEB liability (Line 2a minus Line 2b)	872,369.00	872,369.00
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.	July 1 2017	

Data must be entered.

	Budget Adoption (Form 01CS, Item S7A)	First Interim
3. OPEB Contributions		
a. OPEB actuarially determined contribution (ADC) if available, per actuarial valuation or Alternative Measurement Method		
Current Year (2020-21)	58,373.00	58,373.00
1st Subsequent Year (2021-22)	58,373.00	58,373.00
2nd Subsequent Year (2022-23)	58,373.00	57,373.00
b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (Funds 01-70, objects 3701-3752)		
Current Year (2020-21)	70,209.00	59,542.96
1st Subsequent Year (2021-22)	70,209.00	58,542.96
2nd Subsequent Year (2022-23)	70,209.00	58,542.96
c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)		
Current Year (2020-21)		0.00
1st Subsequent Year (2021-22)		0.00
2nd Subsequent Year (2022-23)		0.00
d. Number of retirees receiving OPEB benefits		
Current Year (2020-21)	21	21
1st Subsequent Year (2021-22)	21	21
2nd Subsequent Year (2022-23)	21	21

Data must be entered.  
Data must be entered.  
Data must be entered.

4. Comments:

Form is insiting that data be entered in fields that I am not able to edit. All empty fields should = 0.00

**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. Budget Adoption data that exist (Form 01CS, Item S7B) will be extracted; otherwise, enter Budget Adoption and First Interim data in items 2-4.

1. a. Does your 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 budget adoption in self-insurance liabilities?

No
----

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

No
----

2. Self-Insurance Liabilities

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

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

3. Self-Insurance Contributions

a. Required contribution (funding) for self-insurance programs  
Current Year (2020-21)  
1st Subsequent Year (2021-22)  
2nd Subsequent Year (2022-23)

b. Amount contributed (funded) for self-insurance programs  
Current Year (2020-21)  
1st Subsequent Year (2021-22)  
2nd Subsequent Year (2022-23)

	Budget Adoption (Form 01CS, Item S7B)	First Interim
a.	101,050.00	101,050.00
	101,050.00	101,050.00
	101,050.00	101,050.00
b.	101,050.00	101,050.00
	101,050.00	101,050.00
	101,050.00	101,050.00

4. Comments:

--

**S8. Status of Labor Agreements**

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

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

The 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 budget adoption?

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) (2019-20)	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Number of certificated (non-management) full-time-equivalent (FTE) positions	46.4	42.4	42.4	42.4

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

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?

If Yes, complete questions 6 and 7.

**Negotiations Settled Since Budget Adoption**

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?

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Current Year  
(2020-21)

1st Subsequent Year  
(2021-22)

2nd Subsequent Year  
(2022-23)

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

<input type="text"/>	<input type="text"/>	<input type="text"/>
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**One Year Agreement**

Total cost of salary settlement

<input type="text"/>	<input type="text"/>	<input type="text"/>
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% change in salary schedule from prior year  
or

**Multiyear Agreement**

Total cost of salary settlement

<input type="text"/>	<input type="text"/>	<input type="text"/>
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% change in salary schedule from prior year  
(may enter text, such as "Reopener")

<input type="text"/>	<input type="text"/>	<input type="text"/>
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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

--

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

7. Amount included for any tentative salary schedule increases

--	--	--

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

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

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

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

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

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**

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

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

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

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

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

**Certificated (Non-management) - Other**

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

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**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 budget adoption?

If Yes, complete number of FTEs, then skip to section S8C.

If No, continue with section S8B.

Yes
-----

**Classified (Non-management) Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2019-20)	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Number of classified (non-management) FTE positions	44.2	44.2	44.2	44.2

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

n/a
-----

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?

No
----

If Yes, complete questions 6 and 7.

**Negotiations Settled Since Budget Adoption**

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  
(2020-21)

1st Subsequent Year  
(2021-22)

2nd Subsequent Year  
(2022-23)

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

--

7. Amount included for any tentative salary schedule increases

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

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

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

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

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

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

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


**Classified (Non-management) Step and Column Adjustments**

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

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

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

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

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

**Classified (Non-management) - Other**

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

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**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 budget adoption?   
 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) (2019-20)	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Number of management, supervisor, and confidential FTE positions	11.2	11.2	11.2	11.2

1a. Have any salary and benefit negotiations been settled since budget adoption?   
 If Yes, complete question 2.  
 If No, complete questions 3 and 4.

1b. Are any salary and benefit negotiations still unsettled?   
 If Yes, complete questions 3 and 4.

**Negotiations Settled Since Budget Adoption**

2. Salary settlement:

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

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

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

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

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

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

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

	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. Are costs of other benefits included in the interim and MYPs?			
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.

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**S9A. Identification of Other Funds with Negative Ending Fund Balances**

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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
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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.

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**ADDITIONAL FISCAL INDICATORS**

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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)
  
- A2. Is the system of personnel position control independent from the payroll system?
  
- A3. Is enrollment decreasing in both the prior and current fiscal years?
  
- A4. Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior or current fiscal year?
  
- 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?
  
- A6. Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?
  
- A7. Is the district's financial system independent of the county office system?
  
- 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.)
  
- A9. Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?

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

**Comments:**  
(optional)

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**End of School District First Interim Criteria and Standards Review**

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First Interim  
2020-21 Original Budget  
Technical Review Checks

Mendocino Unified

Mendocino County

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

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

### IMPORT CHECKS

- CHECKFUND - (F) - All FUND codes must be valid. PASSED
- CHECKRESOURCE - (W) - All RESOURCE codes must be valid. PASSED
- CHK-RS-LOCAL-DEFINED - (F) - All locally defined resource codes must roll up to a CDE defined resource code. PASSED
- CHECKGOAL - (F) - All GOAL codes must be valid. PASSED
- CHECKFUNCTION - (F) - All FUNCTION codes must be valid. PASSED
- CHECKOBJECT - (F) - All OBJECT codes must be valid. PASSED
- CHK-FUNDxOBJECT - (F) - All FUND and OBJECT account code combinations must be valid. PASSED
- CHK-FDxRS7690x8590 - (F) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. PASSED
- CHK-FUNDxRESOURCE - (W) - All FUND and RESOURCE account code combinations should be valid. PASSED
- CHK-FUNDxGOAL - (W) - All FUND and GOAL account code combinations should be valid. PASSED
- CHK-FUNDxFUNCTION-A - (W) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. PASSED
- CHK-FUNDxFUNCTION-B - (F) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. PASSED
- CHK-RESOURCExOBJECTA - (W) - All RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) account code combinations should be valid. PASSED
- CHK-RESOURCExOBJECTB - (O) - The following combinations for RESOURCE and OBJECT (objects 9791, 9793, and 9795) are invalid: EXCEPTION

ACCOUNT

FD - RS - PY - GO - FN - OB	RESOURCE	OBJECT	VALUE
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12-6105-0-0000-0000-9791	6105	9791	1,084.00
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CHK-RES6500xOBJ8091 - (F) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years). PASSED

CHK-FUNCTIONxOBJECT - (F) - All FUNCTION and OBJECT account code combinations must be valid. PASSED

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

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

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

## GENERAL LEDGER CHECKS

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

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

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

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

LCFF-TRANSFER - (W) - LCFF Transfers (objects 8091 and 8099) must net to zero, individually. PASSED

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

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

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

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

CONTRIB-RESTR-REV - (F) - Contributions from Restricted Revenues (Object 8990)

must net to zero by fund. PASSED

EPA-CONTRIB - (F) - There should be no contributions (objects 8980-8999) to the Education Protection Account (Resource 1400). PASSED

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

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

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

EXCESS-ASSIGN-REU - (F) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 95). PASSED

UNASSIGNED-NEGATIVE - (F) - Unassigned/Unappropriated balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 95. PASSED

UNR-NET-POSITION-NEG - (F) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 95. PASSED

RS-NET-POSITION-ZERO - (F) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 95. PASSED

EFB-POSITIVE - (W) - Ending balance (Object 979Z) is negative for the following resources. Please explain the cause of the negative balances and your plan to resolve them. EXCEPTION

FUND	RESOURCE	NEG. EFB
63	0000	-323,906.16
Explanation: The balance is negative due to GASB 68 entry for pension obligations. The pensions will not be paid from district funds.		
Total of negative resource balances for Fund 63		-323,906.16

OBJ-POSITIVE - (W) - The following objects have a negative balance by resource, by fund: EXCEPTION

FUND	RESOURCE	OBJECT	VALUE
63	0000	9790	-347,064.55
Explanation: The balance is negative due to GASB 68 entry for pension obligations. The pensions will not be paid from district funds.			

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

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

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

## **SUPPLEMENTAL CHECKS**

### **EXPORT CHECKS**

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

Checks Completed.

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First Interim  
2020-21 Board Approved Operating Budget  
Technical Review Checks

Mendocino Unified

Mendocino County

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

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

## **SUPPLEMENTAL CHECKS**

### **EXPORT CHECKS**

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

Checks Completed.

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First Interim  
2020-21 Projected Totals  
Technical Review Checks

Mendocino Unified

Mendocino County

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- O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

### IMPORT CHECKS

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

PASSED

CHECKRESOURCE - (W) - The following codes for RESOURCE are not valid. Data should be corrected or narrative must be provided explaining why the exception (s) should be considered appropriate.

EXCEPTION

ACCOUNT		RESOURCE	VALUE
FD	RS - PY - GO - FN - OB		
01-3215-0-0000-0000-8290		3215	32,661.00
Explanation:These are newly created COVID funding resources since the SACS software release.			
01-3215-0-1110-1000-4300		3215	32,661.00
01-3220-0-0000-0000-8290		3220	235,270.00
Explanation:These are newly created COVID funding resources since the SACS software release.			
01-3220-0-1110-1000-4300		3220	235,270.00
01-7420-0-0000-0000-8590		7420	38,288.00
Explanation:These are newly created COVID funding resources since the SACS software release.			
01-7420-0-1110-1000-4300		7420	38,288.00
01-3215-0-0000-0000-979Z		3215	0.00
Explanation:These are newly created COVID funding resources since the SACS software release.			
01-3215-0-0000-0000-9740		3215	0.00
01-3220-0-0000-0000-979Z		3220	0.00
Explanation:These are newly created COVID funding resources since the SACS software release.			
01-3220-0-0000-0000-9740		3220	0.00
01-7420-0-0000-0000-979Z		7420	0.00
Explanation:These are newly created COVID funding resources since the SACS software release.			
01-7420-0-0000-0000-9740		7420	0.00

CHK-RS-LOCAL-DEFINED - (F) - All locally defined resource codes must roll up to

a CDE defined resource code. PASSED

CHECKGOAL - (F) - All GOAL codes must be valid. PASSED

CHECKFUNCTION - (F) - All FUNCTION codes must be valid. PASSED

CHECKOBJECT - (F) - All OBJECT codes must be valid. PASSED

CHK-FUNDxOBJECT - (F) - All FUND and OBJECT account code combinations must be valid. PASSED

CHK-FDxRS7690x8590 - (F) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. PASSED

CHK-FUNDxRESOURCE - (W) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. EXCEPTION

ACCOUNT						FUND	RESOURCE	VALUE
FD	RS	PY	GO	FN	OB			

01	3215	0	0000	0000	8290	01	3215	32,661.00
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01	3215	0	0000	0000	9740	01	3215	0.00
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01	3215	0	0000	0000	979Z	01	3215	0.00
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01	3215	0	1110	1000	4300	01	3215	32,661.00
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Explanation:These are newly created COVID funding resources since the SACS software release.

01	3220	0	0000	0000	8290	01	3220	235,270.00
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01	3220	0	0000	0000	9740	01	3220	0.00
----	------	---	------	------	------	----	------	------

01	3220	0	0000	0000	979Z	01	3220	0.00
----	------	---	------	------	------	----	------	------

01	3220	0	1110	1000	4300	01	3220	235,270.00
----	------	---	------	------	------	----	------	------------

Explanation:These are newly created COVID funding resources since the SACS software release.

01	7420	0	0000	0000	8590	01	7420	38,288.00
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01	7420	0	0000	0000	9740	01	7420	0.00
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01	7420	0	0000	0000	979Z	01	7420	0.00
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01	7420	0	1110	1000	4300	01	7420	38,288.00
----	------	---	------	------	------	----	------	-----------

Explanation:These are newly created COVID funding resources since the SACS software release.

CHK-FUNDxGOAL - (W) - All FUND and GOAL account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-A - (W) - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-B - (F) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. PASSED

CHK-RESOURCExOBJECTA - (W) - The following combinations for RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) are invalid. Data should be corrected or narrative must be provided explaining why the exception (s) should be considered appropriate. EXCEPTION

ACCOUNT

**FD - RS - PY - GO - FN - OB                      RESOURCE                      OBJECT                      VALUE**

01-3215-0-0000-0000-8290                      3215                      8290                      32,661.00  
 Explanation:These are newly created COVID funding resources since the SACS software release.

01-3220-0-0000-0000-8290                      3220                      8290                      235,270.00  
 Explanation:These are newly created COVID funding resources since the SACS software release.

01-7420-0-0000-0000-8590                      7420                      8590                      38,288.00  
 Explanation:These are newly created COVID funding resources since the SACS software release.

**CHK-RESOURCExOBJECTB - (O) - All RESOURCE and OBJECT (objects 9791, 9793, and 9795) account code combinations should be valid.                      PASSED**

**CHK-RES6500xOBJ8091 - (F) - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years).                      PASSED**

**CHK-FUNCTIONxOBJECT - (F) - All FUNCTION and OBJECT account code combinations must be valid.                      PASSED**

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

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

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

**GENERAL LEDGER CHECKS**

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

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

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

**INTERFD-IN-OUT - (W) - Interfund Transfers In (objects 8910-8929) do not equal Interfund Transfers Out (objects 7610-7629).                      EXCEPTION**

<b>FUND</b>	<b>OBJECT</b>	<b>INTERFUND IN</b>	<b>INTERFUND OUT</b>
01	7611	-----	42,383.21

Explanation: This was due to a change in telel costs supplied by MCN (Fund 63). This could not be changed due to CASH having already been closed.

01	7616	-----	131,257.95
01	7619	-----	8,500.00
01	8919	40,000.00 -----	
12	8911	42,383.21 -----	
13	8916	131,257.95 -----	
63	7619	-----	40,000.00
63	8919	8,190.00 -----	
TOTALS		221,831.16	222,141.16
DIFFERENCE:		-310.00	

LCFF-TRANSFER - (W) - LCFF Transfers (objects 8091 and 8099) must net to zero, individually. PASSED

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

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

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

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

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

EPA-CONTRIB - (F) - There should be no contributions (objects 8980-8999) to the Education Protection Account (Resource 1400). PASSED

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

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

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

EXCESS-ASSIGN-REU - (F) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 95). PASSED

UNASSIGNED-NEGATIVE - (F) - Unassigned/Unappropriated balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 95. PASSED

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

through 95.

PASSED

**RS-NET-POSITION-ZERO - (F) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 95.**

PASSED

**EFB-POSITIVE - (W) - Ending balance (Object 979Z) is negative for the following resources. Please explain the cause of the negative balances and your plan to resolve them. NOTE: Negative ending balances in Fund 01 restricted resources will be offset against available reserves calculated in Form 01CSI and Form MYPI, which can negatively affect the criteria and standards.**

EXCEPTION

<u>FUND</u>	<u>RESOURCE</u>	<u>NEG. EFB</u>
01	5640	-5,533.46
Explanation: This was a journaling error that will be corrected after submission due to time constraints.		
Total of negative resource balances for Fund 01		-5,533.46
63	0000	-428,802.50
Explanation: The balance is negative due to GASB 68 entry for pension obligations. The pensions will not be paid from district funds.		
Total of negative resource balances for Fund 63		-428,802.50

**OBJ-POSITIVE - (W) - The following objects have a negative balance by resource, by fund:**

EXCEPTION

<u>FUND</u>	<u>RESOURCE</u>	<u>OBJECT</u>	<u>VALUE</u>
01	5640	9790	-5,533.46
Explanation: This was a journaling error that will be corrected submission due to time constraints.			
63	0000	9790	-451,960.89
Explanation: The balance is negative due to GASB 68 entry for pension obligations. The pensions will not be paid from district funds.			

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

PASSED

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

PASSED

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

PASSED

## SUPPLEMENTAL CHECKS

**CS-EXPLANATIONS - (F) - Explanations must be provided in the Criteria and Standards Review (Form 01CSI) for all criteria and for supplemental information items S1 through S6, and S9 if applicable, where the standard has not been met or where the status is Not Met or Yes.**

PASSED

**CS-YES-NO - (F) - Supplemental information items and additional fiscal**



indicator items in the Criteria and Standards Review (Form 01CSI) must be answered Yes or No, where applicable, for the form to be complete. PASSED

## EXPORT CHECKS

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

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

ADA-PROVIDE - (F) - Average Daily Attendance data (Form AI) must be provided. PASSED

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

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

Explanation:CASHFlow is provided in a report separately.

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

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

<u>FUND</u>	<u>Ending Balance</u>
Fund 63 - Other Enterprise Fund	-428,802.50

Explanation:Fund 63 report is provided separately.

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

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

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

Checks Completed.

SACS2020ALL Financial Reporting Software - 2020.2.0  
1/15/2021 4:21:41 PM

23-65581-0000000

First Interim  
2020-21 Actuals to Date  
Technical Review Checks

Mendocino Unified

Mendocino County

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

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

## IMPORT CHECKS

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

PASSED

CHECKRESOURCE - (W) - The following codes for RESOURCE are not valid. Data should be corrected or narrative must be provided explaining why the exception (s) should be considered appropriate.

EXCEPTION

ACCOUNT	RESOURCE	VALUE
FD - RS - PY - GO - FN - OB		
01-3220-0-0000-0000-8290	3220	235,270.00
Explanation: These are newly created COVID funding resources since the SACS software release.		
01-7420-0-0000-0000-8590	7420	38,288.00
Explanation: These are newly created COVID funding resources since the SACS software release.		
01-3220-0-0000-0000-979Z	3220	235,270.00
Explanation: These are newly created COVID funding resources since the SACS software release.		
01-3220-0-0000-0000-9740	3220	235,270.00
01-7420-0-0000-0000-979Z	7420	38,288.00
Explanation: These are newly created COVID funding resources since the SACS software release.		
01-7420-0-0000-0000-9740	7420	38,288.00

CHK-RS-LOCAL-DEFINED - (F) - All locally defined resource codes must roll up to a CDE defined resource code.

PASSED

CHECKGOAL - (F) - All GOAL codes must be valid.

PASSED

CHECKFUNCTION - (F) - All FUNCTION codes must be valid.

PASSED

CHECKOBJECT - (F) - All OBJECT codes must be valid.

PASSED

CHK-FUNDxOBJECT - (F) - All FUND and OBJECT account code combinations must be valid.

PASSED

CHK-FDxRS7690x8590 - (F) - Funds 19, 57, 63, 66, 67, and 73 with Object 8590,

All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. PASSED

CHK-FUNDxRESOURCE - (W) - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. EXCEPTION

ACCOUNT				FUND	RESOURCE	VALUE
FD	RS	PY	GO	FN	OB	

01	3220	0	0000	0000	8290	01	3220	235,270.00
01	3220	0	0000	0000	9740	01	3220	235,270.00
01	3220	0	0000	0000	979Z	01	3220	235,270.00

Explanation:These are newly created COVID funding resources since the SACS software release.

01	7420	0	0000	0000	8590	01	7420	38,288.00
01	7420	0	0000	0000	9740	01	7420	38,288.00
01	7420	0	0000	0000	979Z	01	7420	38,288.00

Explanation:These are newly created COVID funding resources since the SACS software release.

CHK-FUNDxGOAL - (W) - All FUND and GOAL account code combinations should be valid. PASSED

CHK-FUNDxFUNCTION-A - (W) - The following combinations for FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. EXCEPTION

ACCOUNT				FUND	FUNCTION	VALUE
FD	RS	PY	GO	FN	OB	

12	6105	0	0000	7110	5300	12	7110	363.00
----	------	---	------	------	------	----	------	--------

Explanation:These are newly created COVID funding resources since the SACS software release.

CHK-FUNDxFUNCTION-B - (F) - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. PASSED

CHK-RESOURCExOBJECTA - (W) - The following combinations for RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) are invalid. Data should be corrected or narrative must be provided explaining why the exception (s) should be considered appropriate. EXCEPTION

ACCOUNT				RESOURCE	OBJECT	VALUE
FD	RS	PY	GO	FN	OB	

25	0000	0	0000	0000	8681	0000	8681	28,402.58
----	------	---	------	------	------	------	------	-----------

Explanation:This appears to be some sort of error in the import process. When correcting in Escape it does not clear in the software. A tech ticket will be opened to investigate.

01	3220	0	0000	0000	8290	3220	8290	235,270.00
----	------	---	------	------	------	------	------	------------

Explanation:These are newly created COVID funding resources since the SACS software release.

01-7420-0-0000-0000-8590                      7420                      8590                      38,288.00  
Explanation:These are newly created COVID funding resources since the SACS  
software release.

CHK-RESOURCExOBJECTB - (O) - All RESOURCE and OBJECT (objects 9791, 9793, and  
9795) account code combinations should be valid. PASSED

CHK-RES6500xOBJ8091 - (F) - There is no activity in Resource 6500 (Special  
Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue  
Limit Transfers-Prior Years). PASSED

CHK-FUNCTIONxOBJECT - (F) - All FUNCTION and OBJECT account code combinations  
must be valid. PASSED

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

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

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

## GENERAL LEDGER CHECKS

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

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

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

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

LCFF-TRANSFER - (W) - LCFF Transfers (objects 8091 and 8099) must net to zero,  
individually. PASSED

INTRA-FD-DIR-COST - (W) - Transfers of Direct Costs (Object 5710) do not net to  
zero by fund. EXCEPTION

<u>FUND</u>	<u>OBJECT 5710</u>
01	-586.95

Explanation:This was due to a change in telel costs supplied by MCN (Fund 63).  
This could not be changed due to CASH having already been closed.

INTRA-FD-INDIRECT - (W) - Transfers of Indirect Costs (Object 7310) must net to

zero by fund.

PASSED

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

PASSED

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

PASSED

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

PASSED

EPA-CONTRIB - (W) - There should be no contributions (objects 8980-8999) to the Education Protection Account (Resource 1400).

PASSED

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

PASSED

## SUPPLEMENTAL CHECKS

### EXPORT CHECKS

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

PASSED

Checks Completed.

Export Log  
Period: First Interim  
Type of Export: Official

=====  
LEA: 23-65581-0000000 Mendocino Unified

Official Check for LEA: 23-65581-0000000 is good

-----  
Export of USER General Ledger started at 1/15/2021 3:25:20 PM

OFFICIAL Header for LEA: 23-65581-0000000 Mendocino Unified  
VERSION 2020.2.0

Fiscal Year: 2020-21  
Type of Data: Actuals to Date  
Number of records exported in group 1: 436

Fiscal Year: 2020-21  
Type of Data: Board Approved Operating Budget  
Number of records exported in group 2: 505

Fiscal Year: 2020-21  
Type of Data: Original Budget  
Number of records exported in group 3: 509

Fiscal Year: 2020-21  
Type of Data: Projected Totals  
Number of records exported in group 4: 525

Export USER General Ledger completed at 1/15/2021 3:25:20 PM

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Export of Supplementals (USER ELEMENTs) started at 1/15/2021 3:25:20 PM

Fiscal Year: 2020-21  
Type of Data: Actuals to Date  
Number of records exported in group 5: 96

Fiscal Year: 2020-21  
Type of Data: Board Approved Operating Budget  
Number of records exported in group 6: 163

Fiscal Year: 2020-21  
Type of Data: Original Budget  
Number of records exported in group 7: 166

Fiscal Year: 2020-21  
Type of Data: Projected Totals  
Number of records exported in group 8: 1205

Export of Supplemental (USER ELEMENTs) completed at 1/15/2021 3:25:21 PM

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Export of Explanations started at 1/15/2021 3:25:21 PM

Fiscal Year: 2020-21  
Type of Data: Actuals to Date  
Number of records exported in group 9: 9

Fiscal Year: 2020-21  
Type of Data: Board Approved Operating Budget  
Number of records exported in group 10: 2

Fiscal Year: 2020-21  
Type of Data: Original Budget  
Number of records exported in group 11: 2

Fiscal Year: 2020-21  
Type of Data: Projected Totals  
Number of records exported in group 12: 16

Export of Explanations completed at 1/15/2021 3:25:21 PM

-----  
Export of TRC Log started at 1/15/2021 3:25:21 PM

Fiscal Year: 2020-21  
Type of Data: Actuals to Date  
Number of records exported in group 13: 36

Fiscal Year: 2020-21  
Type of Data: Board Approved Operating Budget  
Number of records exported in group 14: 43

Fiscal Year: 2020-21

Type of Data: Original Budget  
Number of records exported in group 15: 43

Fiscal Year: 2020-21  
Type of Data: Projected Totals  
Number of records exported in group 16: 62

Export of TRC Log completed at 1/15/2021 3:25:21 PM

OFFICIAL END for LEA: 23-65581-0000000 Mendocino Unified

Exported to file: C:\SACS2020ALL\Official\2365581000000011.DAT

End of Official Export Process

### 2020-21 1st Interim Reserves

#### Substantiation of need for reserves greater than the state required minimum reserve for economic uncertainty

District: **Mendocino Unified School District**

CDS #: 23-65581

The governing board of a school district that proposes to adopt a budget that includes a combined assigned and unassigned ending fund balance in excess of the minimum recommended reserve for economic uncertainties, shall, at the Budget Adoption public hearing, provide:

- The minimum recommended reserve for economic uncertainties;
- The combined assigned and unassigned ending fund balances that are in excess of the minimum recommended reserve for economic uncertainties for each fiscal year identified in the budget; and
- A statement of reasons to substantiate the need for reserves that are higher than the minimum recommended reserve.

		2020-21
Total General Fund Expenditures & Other Uses		\$ 9,099,463
Minimum Reserve requirement	4%	\$ 363,979
General Fund Combined Ending Fund Balance		\$ 2,105,330
Special Reserve Fund Ending Fund Balance		\$ 876,165
Components of ending balance:		
Nonspendable (revolving, prepaid, etc.)		\$ 10,000
Restricted		\$ 103,719
Committed		\$ -
Assigned		\$ -
Reserve for economic uncertainties		\$ 368,260
Unassigned and Unappropriated		\$ 1,623,351
Subtotal Assigned, Unassigned & Unappropriated		\$ 1,991,611
Total Components of ending balance		\$ 2,105,330
		<small>FALSE</small>
Assigned & Unassigned balances above the minimum reserve requirement		\$ 1,627,632

Statement of Reasons	
<b>The District's Fund Balance includes assigned, unassigned and unappropriated components, that in total are greater than the Minimum Recommended Reserve for Economic Uncertainties because:</b>	
<i>General fund has significant carryover balances from recent years of solid economic climate creating the current surplus of funds to exceed the</i>	



# LCFF Budget Overview for Parents

Local Educational Agency (LEA) Name: Mendocino Unified School District

CDS Code: 23-65581

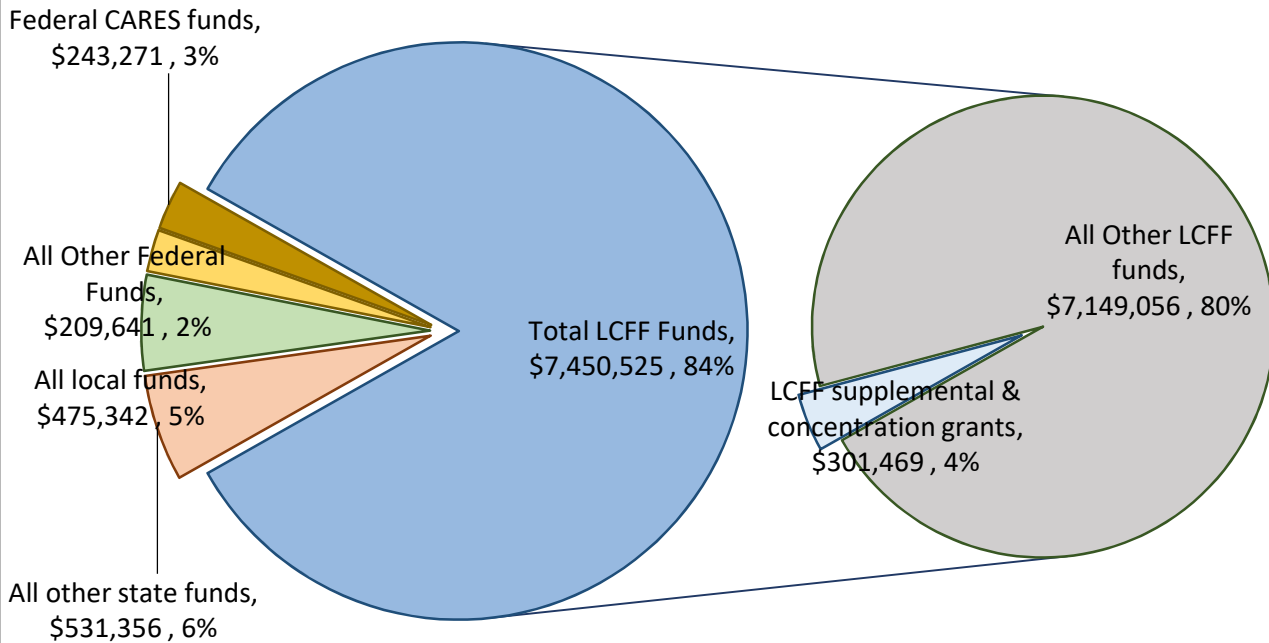
School Year: 2020-2021

LEA contact information: Jason Fruth-707-937-5868-cbojason@mcn.org

School districts receive funding from different sources: state funds under the Local Control Funding Formula (LCFF), other state funds, local funds, and federal funds. LCFF funds include a base level of funding for all LEAs and extra funding - called "supplemental and concentration" grants - to LEAs based on the enrollment of high needs students (foster youth, English learners, and low-income students).

## Budget Overview for the 2020-2021 School Year

### Projected Revenue by Fund Source

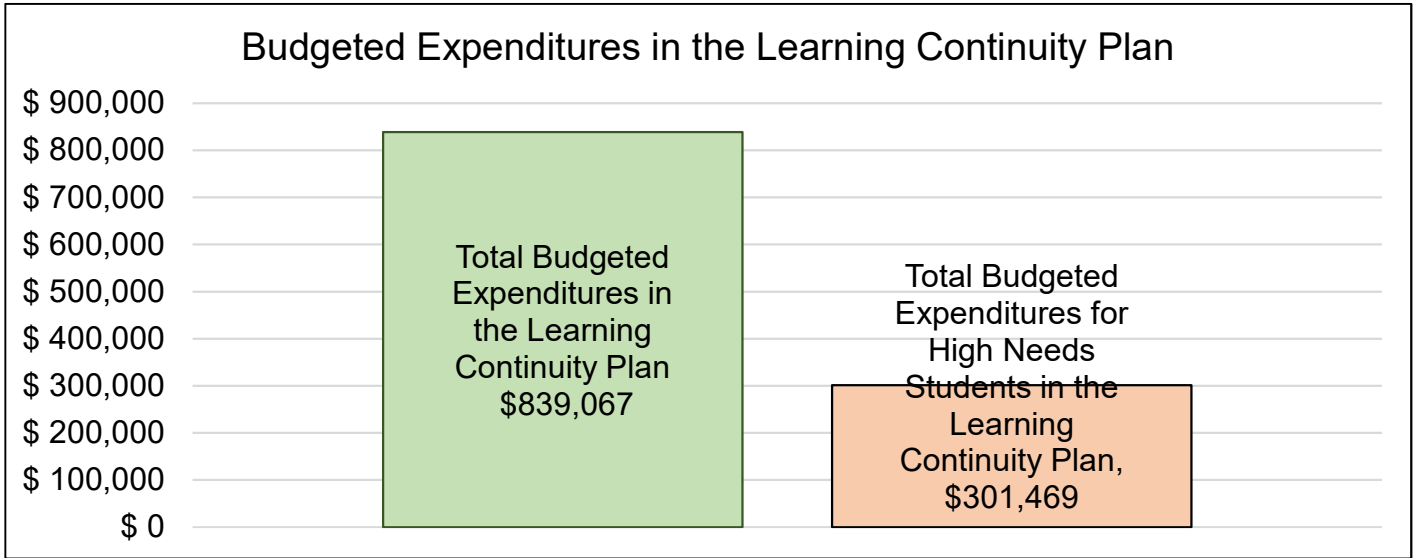


This chart shows the total general purpose revenue Mendocino Unified School District expects to receive in the coming year from all sources.

The total revenue projected for Mendocino Unified School District is \$8,910,134.58, of which \$7,450,525.00 is Local Control Funding Formula (LCFF) funds, \$531,355.54 is other state funds, \$475,341.90 is local funds, and \$452,912.14 is federal funds. Of the \$452,912.14 in federal funds, \$243,271.00 are federal CARES Act funds. Of the \$7,450,525.00 in LCFF Funds, \$301,469.00 is generated based on the enrollment of high needs students (foster youth, English learner, and low-income students).

# LCFF Budget Overview for Parents

For the 2020-21 school year school districts must work with parents, educators, students, and the community to develop a Learning Continuity and Attendance Plan (Learning Continuity Plan). The Learning Continuity Plan replaces the Local Control and Accountability Plan (LCAP) for the 2020–21 school year and provides school districts with the opportunity to describe how they are planning to provide a high-quality education, social-emotional supports, and nutrition to their students during the COVID-19 pandemic.



This chart provides a quick summary of how much Mendocino Unified School District plans to spend for planned actions and services in the Learning Continuity Plan for 2020-2021 and how much of the total is tied to increasing or improving services for high needs students.

Mendocino Unified School District plans to spend \$9,228,246.96 for the 2020-2021 school year. Of that amount, \$839,067.00 is tied to actions/services in the Learning Continuity Plan and \$8,389,179.96 is not included in the Learning Continuity Plan. The budgeted expenditures that are not included in the Learning Continuity Plan will be used for the following:

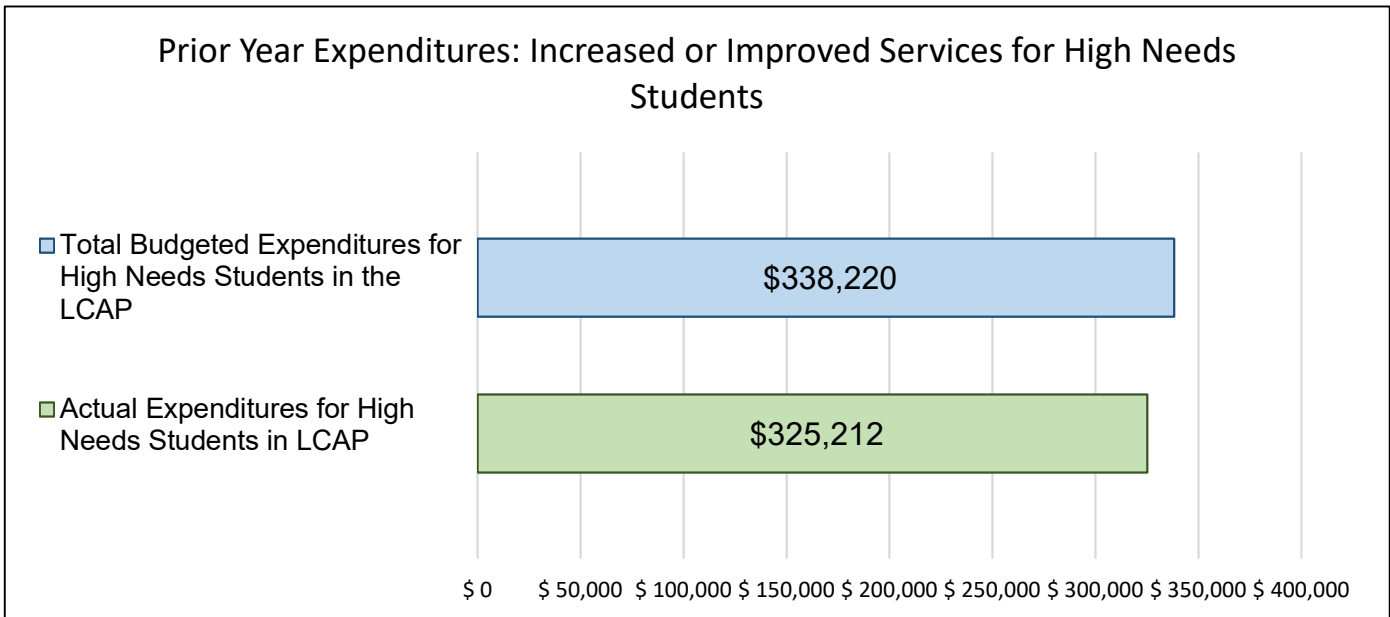
All other general funds are budgeted for teacher salaries and general operations of the school district including administration, maintenance, cafeteria, and related supplies.

## Increased or Improved Services for High Needs Students in in the Learning Continuity Plan for the 2020-2021 School Year

In 2020-2021, Mendocino Unified School District is projecting it will receive \$301,469.00 based on the enrollment of foster youth, English learner, and low-income students. Mendocino Unified School District must describe how it intends to increase or improve services for high needs students in the Learning Continuity Plan. Mendocino Unified School District plans to spend \$301,469.00 towards meeting this requirement, as described in the Learning Continuity Plan.

# LCFF Budget Overview for Parents

## Update on Increased or Improved Services for High Needs Students in 2019-2020



This chart compares what Mendocino Unified School District budgeted in the 2019-20 LCAP for actions and services that contributed to increasing or improving services for high needs students with what Mendocino Unified School District actually spent on actions and services that contributed to increasing or improving services for high needs students in the 2019-20 school year.

In 2019-2020, Mendocino Unified School District's LCAP budgeted \$338,219.91 for planned actions to increase or improve services for high needs students. Mendocino Unified School District actually spent \$325,212.17 for actions to increase or improve services for high needs students in 2019-2020. The difference between the budgeted and actual expenditures of \$13,007.74 had the following impact on Mendocino Unified School District's ability to increase or improve services for high needs students:

This difference had no impact the actions and services provided. The difference came about from moving \$11,839.24 of our social worker's salary to another available funding source. The remaining difference of about \$1K was just minor discrepancies in budgeting the various benefits.

**Business and Non-instructional Operations**

**Tobacco-Free Schools**

Notifications

Information about the district's tobacco-free schools policy and enforcement procedures shall be communicated clearly to employees, parents/guardians, students, and the community. (Health and Safety Code 104420)

The Superintendent or designee may disseminate this information through annual written notifications, district and school web sites, student and parent handbooks, and/or other appropriate methods of communication.

Signs stating "Tobacco use is prohibited" shall be prominently displayed at all entrances to school property. (Health and Safety Code 104420)

Enforcement/Discipline

Any employee or student who violates the district's tobacco-free schools policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate.

Any other person who violates the district's policy on tobacco-free schools shall be informed of the district's policy and asked to refrain from smoking. If the person fails to comply with this request, the Superintendent or designee may:

1. Direct the person to leave school property
2. Request local law enforcement assistance in removing the person from school premises
3. If the person repeatedly violates the tobacco-free schools policy, prohibit him/her from entering district property for a specified period of time

The Superintendent or designee shall not be required to physically eject a nonemployee who is smoking or to request that the nonemployee refrain from smoking under circumstances involving a risk of physical harm to the district or any employee. (Labor Code 6404.5)



**Business and Non-instructional Operations**

**Tobacco-Free Schools**

*Notifications*

*Note: Districts receiving Tobacco-Use Prevention Education (TUPE) funds are required by Health and Safety Code 104420 to communicate information about the district's tobacco-free schools policy. Districts that do not receive TUPE funds may delete or revise the following paragraph at their discretion.*

*Information about the district's tobacco-free schools policy and enforcement procedures shall be communicated clearly to employees, parents/guardians, students, and the community. (Health and Safety Code 104420)*

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

*(cf. 5145.6 - Parental Notifications)*

*Note: The following optional paragraph may be revised to reflect district practice.*

*The Superintendent or designee may disseminate this information through annual written notifications, district and school web sites, student and parent handbooks, and/or other appropriate methods of communication.*

*(cf. 1113 - District and School Web Sites)*

*Note: Health and Safety Code 104559, as added by ABX2 9 (Ch. 5, Statutes of 2016), requires all districts to display signs prohibiting tobacco use, as provided below.*

*The Superintendent or designee shall ensure that signs stating "Tobacco use is prohibited" are prominently displayed at all entrances to school property. (Health and Safety Code 104420, 104559)*

*Enforcement/Discipline*

*Note: Pursuant to Labor Code 6404.5, no employer shall knowingly or intentionally permit the smoking of tobacco products in an enclosed space at a place of employment. The effects of the district's tobacco policy, including any disciplinary action taken against employees resulting from the enforcement of the policy, may be subjects of negotiation between the Governing Board and employee organizations. Pursuant to Education Code 48900(h), a student may be subject to disciplinary action when it is determined that he/she possessed or used tobacco or nicotine products; see AR 5144.1 - Suspension and Expulsion/Due Process.*

*Any employee or student who violates the district's tobacco-free schools policy shall be asked to refrain from smoking and shall be subject to disciplinary action as appropriate.*

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

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

*(cf. 5144 - Discipline)*

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

*Note: Labor Code [6404.5](#) requires the district to take "reasonable steps" to prevent smoking by nonemployees. These reasonable steps include posting clear and prominent signs as specified in the "Notifications" section above and requesting that the nonemployee refrain from smoking on school premises. The following optional paragraph may be revised to reflect district practice.*

*Any other person who violates the district's policy on tobacco-free schools shall be informed of the district's policy and asked to refrain from smoking. If the person fails to comply with this request, the Superintendent or designee may:*

- 1. Direct the person to leave school property*
- 2. Request local law enforcement assistance in removing the person from school premises*
- 3. If the person repeatedly violates the tobacco-free schools policy, prohibit him/her from entering district property for a specified period of time*

*(cf. [1250](#) - Visitors/Outsiders)*

*(cf. [3515.2](#) - Disruptions)*

*The Superintendent or designee shall not be required to physically eject a nonemployee who is smoking or to request that the nonemployee refrain from smoking under circumstances involving a risk of physical harm to the district or any employee. (Labor Code [6404.5](#))*

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**Business and Non-instructional Operations**

**Tobacco-Free Schools**

The Governing Board recognizes that the health hazards associated with smoking and the use of tobacco products, including the breathing of second-hand smoke, are inconsistent with its goal to provide a healthy environment for students and staff.

The Board prohibits the use of tobacco products at any time in district-owned or leased buildings, on district property, and in district vehicles. (Health and Safety Code 104420; Labor Code 6404.5; 20 USC 6083)

This prohibition applies to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district property. Any written joint use agreement governing community use of district facilities or grounds shall include notice of the district's tobacco-free schools policy and consequences for violations of the policy.

Prohibited products include any product containing tobacco or nicotine, including, but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, betel, and nicotine delivery devices such as electronic cigarettes. Exceptions may be made for the use or possession of prescription nicotine products.

Smoking or use of any tobacco-related products and disposal of any tobacco-related waste are prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. (Health and Safety Code 104495)

**Legal Reference:**

**EDUCATION CODE**

48900 Grounds for suspension/expulsion

48901 Prohibition against tobacco use by students

**HEALTH AND SAFETY CODE**

39002 Control of air pollution from nonvehicular sources

104350-104495 Tobacco use prevention, especially:

104495 Prohibition of smoking and tobacco waste on playgrounds

119405 Unlawful to sell or furnish electronic cigarettes to minors

**LABOR CODE**

3300 Employer, definition

6304 Safe and healthful workplace

6404.5 Occupational safety and health; use of tobacco products

**UNITED STATES CODE, TITLE 20**

6083 Nonsmoking policy for children's services

7100-7117 Safe and Drug Free Schools and Communities Act

**CODE OF FEDERAL REGULATIONS, TITLE 21**

1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors

Eureka Teachers Assn. v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)

CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989)

PERB Order #750 (13 PERC 20147)





***Tobacco-Free Schools***

*Note: Health and Safety Code [104420](#) mandates districts receiving Tobacco-Use Prevention Education (TUPE) funds to adopt a tobacco-free schools policy that prohibits the use of tobacco and nicotine products anytime, anywhere in district-owned or leased buildings, on school or district property, and in district vehicles. The same prohibition is applicable to districts that do not receive TUPE funds pursuant to Health and Safety Code 104559, as added by ABX2 9 (Ch. 5, Statutes of 2016).*

*Note: Districts receiving TUPE funds must certify compliance with this requirement by submitting a California Department of Education (CDE) certification form and supporting documentation to the county office of education's TUPE coordinator by July 1 in order to apply for TUPE funding for that fiscal year. The certification process also requires submission of the district's written policy and enforcement procedures; see the accompanying administrative regulation for enforcement procedures.*

*The Governing Board recognizes that smoking and other uses of tobacco and nicotine products constitute a serious public health hazard and are inconsistent with district goals to provide a healthy environment for students and staff.*

*(cf. [3514](#) - Environmental Safety)*

*(cf. [4159/4259/4359](#) - Employee Assistance Programs)*

*(cf. [5030](#) - Student Wellness)*

*(cf. [5131.62](#) - Tobacco)*

*(cf. [5141.23](#) - Asthma Management)*

*(cf. [6142.8](#) - Comprehensive Health Education)*

*(cf. [6143](#) - Courses of Study)*

*The Board prohibits smoking and/or the use of tobacco products at any time in district-owned or leased buildings, on district property, and in district vehicles. (Health and Safety Code [104420](#), 104559)*

*These prohibitions apply to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district property. Any written joint use agreement governing community use of district facilities or grounds shall include notice of the district's tobacco-free schools policy and consequences for violations of the policy.*

*(cf. [1330](#) - Use of School Facilities)*

*(cf. [1330.1](#) - Joint Use Agreements)*

*Note: Health and Safety Code [104420](#) and 104559, as added by ABX2 9 (Ch. 5, Statutes of 2016), define products containing tobacco and nicotine as including smokeless tobacco, snuff, chew, clove cigarettes, and electronic cigarettes that can deliver nicotine and non-nicotine vaporized solutions. Education Code [48901](#), which prohibits smoking or tobacco use by students on campus, applies the definition of smoking and tobacco products specified in Business and Professions Code 22950.5, as amended by SBX2*

5 (Ch. 7, Statutes of 2016). The following paragraphs reflect the more comprehensive definitions in Business and Professions Code 22950.5.

*Smoking means inhaling, exhaling, burning, or carrying of any lighted or heated cigar, cigarette, pipe, tobacco, or plant product intended for inhalation, whether natural or synthetic, in any manner or form, and includes the use of an electronic smoking device that creates aerosol or vapor or of any oral smoking device for the purpose of circumventing the prohibition of smoking. (Business and Professions Code 22950.5; Education Code [48901](#))*

*Tobacco products include: (Business and Professions Code 22950.5; Education Code [48901](#))*

*1. Any product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff*

*2. An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah*

*3. Any component, part, or accessory of a tobacco product, whether or not sold separately*

*This policy does not prohibit the use or possession of prescription products and other cessation aids that have been approved by the U.S. Department of Health and Human Services, Food and Drug Administration, such as nicotine patch or gum.*

*Smoking or use of any tobacco-related product or disposal of any tobacco-related waste is prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. In addition, any form of intimidation, threat, or retaliation against a person for attempting to enforce this policy is prohibited. (Health and Safety Code [104495](#))*

*Legal Reference:*

#### **EDUCATION CODE**

[48900](#) *Grounds for suspension/expulsion*

[48901](#) *Prohibition against tobacco use by students*

#### **BUSINESS AND PROFESSIONS CODE**

22950.5 *Stop Tobacco Access to Kids Enforcement Act; definitions*

#### **HEALTH AND SAFETY CODE**

[39002](#) *Control of air pollution from nonvehicular sources*

[104350-104495](#) *Tobacco use prevention, especially:*

[104495](#) *Prohibition of smoking and tobacco waste on playgrounds*

*104559 Tobacco use prohibition*

*119405 Unlawful to sell or furnish electronic cigarettes to minors*

**LABOR CODE**

3300 *Employer, definition*

6304 *Safe and healthful workplace*

6404.5 *Occupational safety and health; use of tobacco products*

**UNITED STATES CODE, TITLE 20**

6083 *Nonsmoking policy for children's services*

7111-7122 *Student Support and Academic Enrichment Grants*

**CODE OF FEDERAL REGULATIONS, TITLE 21**

*1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors*

**PUBLIC EMPLOYMENT AND RELATIONS BOARD RULINGS**

*Eureka Teachers Assn. v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)*

*CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147)*

*Management Resources:*

**WEB SITES**

*California Department of Education, Alcohol, Tobacco and Other Drug Prevention: <http://www.cde.ca.gov/ls/he/at>*

*California Department of Education, Tobacco-Free School District Certification: <http://www.cde.ca.gov/ls/he/at/tobaccofreecert.asp>*

*California Department of Public Health, Tobacco Control: <http://www.cdph.ca.gov/programs/tobacco>*

*Occupational Safety and Health Standards Board: <http://www.dir.ca.gov/OSHSB/oshsb.html>*

*U.S. Environmental Protection Agency: <http://www.epa.gov>*

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**Personnel**

***Nondiscrimination in Employment***

*Note: Pursuant to Government Code 11138 and 2 CCR 11023, districts are mandated to adopt rules and regulations to ensure that district programs and activities are free from unlawful discriminatory practices. Pursuant to Government Code 12940, protections against discrimination apply to employees, job applicants, persons who serve in unpaid internship or other limited-duration programs to gain unpaid work experience, volunteers, and independent contractors.*

*All allegations of discrimination in employment, including those involving an employee, job applicant, intern, volunteer, or other person contracted to provide services to the district shall be investigated and resolved in accordance with procedures specified in this administrative regulation.*

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

*(cf. 1240 - Volunteer Assistance)*

*(cf. 3312 - Contracts)*

*(cf. 3600 - Consultants)*

*(cf. 4032 - Reasonable Accommodation)*

*Note: Many nondiscrimination laws and regulations require identification of an employee who is responsible for compliance with the nondiscrimination laws. For example, pursuant to 34 CFR 104.7, 106.8, and 110.25, the district is required to designate the person(s) responsible for the overall implementation of the requirements of federal laws which prohibit discrimination on the basis of disability, sex, and age, i.e., Section 504 of the Rehabilitation Act of 1973 (29 USC 794), Title IX of the Education Amendments of 1972 (20 USC 1681-1688), and the Age Discrimination in Employment Act (29 USC 621-634). The district should fill in the blanks below to designate the responsible employee and contact information.*

*Note: 34 CFR 106.8, as amended by 85 Fed. Reg. 30026, requires the district to designate at least one employee to coordinate its responsibilities under Title IX, who must be referred to as the Title IX Coordinator. The Title IX Coordinator may be the same person designated below, or the district may designate separate employees to serve these functions. See AR 4119.11/4219.11/4319.11 - Sexual Harassment. The Title IX Coordinator is responsible for receiving complaints of sexual harassment and determining whether they should be handled in accordance with the procedures specified in this administrative regulation or in accordance with AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures; see section on "Complaint Procedure" below.*

*The district designates the position identified below as its coordinator for nondiscrimination in employment (coordinator) to organize and manage the district's efforts to comply with state and federal nondiscrimination laws and to answer inquiries regarding the district's nondiscrimination policies. The coordinator may be contacted at:*

\_\_\_\_\_

*(position title)*

\_\_\_\_\_

*(address)*

\_\_\_\_\_

*(telephone number)*

\_\_\_\_\_

(email)

### *Measures to Prevent Discrimination*

*Note: Pursuant to Government Code [12940](#) and 2 CCR [11023](#), the district is required to take all reasonable steps to prevent unlawful discrimination and harassment. 2 CCR [11023](#) specifies certain requirements to be included in the district's policy. The following section reflects the requirements of 2 CCR [11023](#) and other applicable laws or regulations, as indicated.*

*To prevent unlawful discrimination, harassment, and retaliation in district employment, the Superintendent or designee shall implement the following measures:*

*Note: Pursuant to Government Code [12950](#), districts are required to post the California Department of Fair Employment and Housing's (DFEH) posters entitled California Law Prohibits Workplace Discrimination and Harassment and Transgender Rights in the Workplace, as provided in item #1. DFEH rules require that these materials be posted electronically and in every location where the district has employees (e.g., district office, hiring office, each school site). These posters and the rules for posting are available on the DFEH web site.*

*Note: In addition, 2 CCR [11049](#) requires posting a notice of the rights and obligations of employees who are pregnant, have a related medical condition, or are recovering from childbirth. Also see AR [4161.8/4261.8/4361.8](#) - Family Care and Medical Leave.*

*1. Display in a prominent and accessible location at every work site where the district has employees, and post electronically in a conspicuous location on computers for employee use, up-to-date California Department of Fair Employment and Housing (DFEH) posters on the prohibition of workplace discrimination and harassment, the rights of transgender employees, and the rights and obligations of employees who are pregnant, have a related medical condition, or are recovering from childbirth (Government Code [12950](#); 2 CCR [11013](#), [11023](#), [11049](#))*

*(cf. [4119.11/4219.11/4319.11](#) - Sexual Harassment)*

*(cf. [4161.8/4261.8/4361.8](#) - Family Care and Medical Leave)*

*2. Publicize the district's nondiscrimination policy and regulation, including the complaint procedures and the coordinator's contact information, by: (5 CCR [4960](#); 34 CFR [100.6](#), [106.9](#))*

*a. Including them in each announcement, bulletin, or application form that is used in employee recruitment*

*b. Posting them in all district schools and offices, including staff lounges and other prominent locations*

*c. Posting them on the district's web site and providing easy access to them through district-supported social media, when available*

*(cf. [1113](#) - District and School Web Sites)*

*(cf. [1114](#) - District-Sponsored Social Media)*

*(cf. [4111/4211/4311](#) - Recruitment and Selection)*

*3. Disseminate the district's nondiscrimination policy and administrative regulation to all employees by one or more of the following methods: (2 CCR [11023](#))*

*a. Printing and providing a copy to all employees, with an acknowledgment form for each employee to sign and return*



- b. Sending a copy via email with an acknowledgment return form*
- c. Posting a copy on the district intranet with a tracking system ensuring all employees have read and acknowledged receipt of the policies*
- d. Discussing the policy and regulation with employees upon hire and/or during a new hire orientation session*
- e. Any other way that ensures employees receive and understand the policy*

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

*4. Provide to employees a handbook which contains information that clearly describes the district's nondiscrimination policy, procedures for filing a complaint, and resources available to employees who believe they have been the victim of any discriminatory or harassing behavior*

*Note: Optional item #5 below provides for training regarding the district's discrimination policy and reporting procedures. For requirements specifically pertaining to sexual harassment training, see [AR 4119.11/4219.11/4319.11](#) - Sexual Harassment.*

*5. Provide training regarding the district's nondiscrimination policy, including what constitutes unlawful discrimination, harassment, and retaliation and how and to whom a report of an incident should be made*

*The district may also provide bystander intervention training to employees which includes information and practical guidance on how to recognize potentially problematic behaviors and which may motivate them to take action when they observe such behaviors. The training and education may include exercises to provide employees with the skills and confidence to intervene as appropriate and to provide them with resources they can call upon that support their intervention. (Government Code 12950.2)*

*(cf. [4131](#) - Staff Development)*

*(cf. [4231](#) - Staff Development)*

*(cf. [4331](#) - Staff Development)*

*6. Periodically review the district's recruitment, hiring, and promotion processes and regularly monitor the terms, conditions, and privileges of employment to ensure district compliance with law*

*7. For any district facility where 10 percent of employees have a language other than English as their spoken language, translate the policy into every language spoken by at least 10 percent of the workforce ([2 CCR 11023](#))*

#### *Complaint Procedure*

*Note: [2 CCR 11023](#) mandates that a district's policy include a complaint process with specified requirements. Some of the requirements of [2 CCR 11023](#) are similar to those required under existing case law.*

*Note: Courts have held that liability may be mitigated for hostile environment employment discrimination when (1) the employer took reasonable care to prevent and promptly correct the discriminatory or harassing conduct (i.e., provided a complaint procedure) and (2) the aggrieved employee unreasonably failed to take advantage of corrective opportunities offered by the employer (i.e., failure to file a complaint). In its June 1999 Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, the Equal Employment Opportunity Commission (EEOC) outlines the elements of an effective complaint procedure to include (1) a clear explanation of the process; (2) protection against retaliation; (3) designation of multiple individuals authorized to receive complaints; (4) a mechanism for prompt, thorough, and impartial investigation; (5) assurance of immediate and*



appropriate corrective action; and (6) information about time frames for filing charges with EEOC or DFEH.

*Note: While EEOC's guidance recommends a "prompt" investigation, neither the law nor EEOC delineates a specific time frame for resolution. EEOC's guidance acknowledges that whether an investigation is considered "prompt" may vary depending on the seriousness and complexity of the circumstances and that intermediate measures may be necessary to prevent further harassment during the investigation. The following section, including the listed timelines, is consistent with EEOC's guidance and should be modified to reflect district practice.*

*Note: In lieu of using the procedures described below, complaints of sexual harassment must be addressed through the federal Title IX complaint procedures established pursuant to 34 CFR 106.44-106.45, as added by 85 Fed. Reg. 30026, if the alleged conduct meets the federal definition of sexual harassment. Pursuant to 34 CFR 106.30, Title IX sexual harassment includes (1) a district employee conditioning the provision of a district aid, benefit, or service on an individual's participation in unwelcome sexual conduct; (2) unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity; or (3) sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 and 34 USC 12291. See BP/AR 4119.11/4219.11/4319.11 - Sexual Harassment and AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures.*

*Complaints of sexual harassment shall be investigated and resolved in accordance with AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures if the alleged conduct meets the definition of sexual harassment pursuant to 34 CFR 106.30.*

*Any other complaint alleging unlawful discrimination or harassment shall be addressed in accordance with the following procedures:*

*1. Notice and Receipt of Complaint: A complainant may inform a direct supervisor, another supervisor, the coordinator, the Superintendent or, if available, a complaint hotline or an ombudsman. The complainant's direct supervisor may be bypassed in filing a complaint when the supervisor is the subject of the complaint.*

*The complainant may first attempt to resolve the situation informally with the complainant's supervisor before filing a written complaint.*

*A supervisor or manager who has received information about an incident of discrimination or harassment, or has observed such an incident, shall report it to the coordinator, whether or not the complainant files a written complaint.*

*The written complaint should contain the complainant's name, the name of the individual who allegedly committed the act, a description of the incident, the date and location where the incident occurred, any witnesses who may have relevant information, any available evidence of the discrimination or harassment, and any other pertinent information which may assist in investigating and resolving the complaint.*

*2. Investigation Process: The coordinator shall initiate an impartial investigation of an allegation of discrimination or harassment within five business days of receiving notice of the alleged discriminatory or harassing behavior, regardless of whether a written complaint has been filed or whether the written complaint is complete.*

*The coordinator shall meet with the complainant to describe the district's complaint procedure and discuss the actions being sought by the complainant in response to the allegation. The coordinator shall inform the complainant that the investigation of the allegations will be fair, timely, and thorough and will be conducted in a manner that provides all parties due process and reaches reasonable conclusions*

*based on the evidence collected. The coordinator shall also inform the parties that the investigation will be kept confidential to the extent possible, but that some information may be disclosed as necessary to conduct an effective investigation.*

*(cf. [3580](#) - District Records)*

*(cf. [4112.6/4212.6/4312.6](#) - Personnel Files)*

*(cf. [4119.23/4219.23/4319.23](#) - Unauthorized Release of Confidential/Privileged Information)*

*If the coordinator determines that a detailed fact-finding investigation is necessary, the investigation shall begin immediately. As part of this investigation, the coordinator should interview the complainant, the person accused, and other persons who could be expected to have relevant information.*

*The coordinator shall track and document the progress of the investigation to ensure reasonable progress and shall inform the parties as necessary.*

*When necessary to carry out the investigation or to protect employee safety, the coordinator may discuss the complaint with the Superintendent or designee, district legal counsel, or the district's risk manager.*

*The coordinator shall also determine whether interim measures, such as scheduling changes, transfers, or leaves, need to be taken before the investigation is completed in order to prevent further incidents. The coordinator shall ensure that such interim measures do not constitute retaliation.*

*3. Written Report on Findings and Remedial/Corrective Action: No more than 20 business days after receiving the complaint, the coordinator shall conclude the investigation and prepare a written report of the findings. This timeline may be extended for good cause. If an extension is needed, the coordinator shall notify the parties and explain the reasons for the extension.*

*The report shall include the decision and the reasons for the decision and shall summarize the steps taken during the investigation. If a determination has been made that discrimination or harassment occurred, the report shall also include any corrective action(s) that have been or will be taken to address the behavior, provide appropriate options for remedial actions and resolutions for the complainant, and ensure that retaliation or further discrimination or harassment is prevented. The report shall be presented to the Superintendent or designee.*

*A summary of the findings shall be presented to the complainant and the person accused.*

*4. Appeal to the Governing Board: The complainant or the person accused may appeal any findings to the Board within 10 business days of receiving the written report of the coordinator's findings. The Superintendent or designee shall provide the Board with all information presented during the investigation. Upon receiving an appeal, the Board shall schedule a hearing as soon as practicable. Any complaint against a district employee shall be addressed in closed session in accordance with law. The Board shall render its decision within 10 business days.*

*(cf. [1312.1](#) - Complaints Concerning District Employees)*

*(cf. [9321](#) - Closed Session)*

#### *Other Remedies*

*Note: Items #1-3 below state the time limits within which complaints must be filed.*

*Note: EEOC's guidance states that it is important for employers' nondiscrimination policies to contain information about timeframes for filing charges of unlawful discrimination or harassment with EEOC or DFEH. Employees should be informed that the deadline for filing charges starts to run from the last date*

*of the unlawful act, not from the conclusion of the district's complaint investigation. Pursuant to DFEH procedures, DFEH will automatically forward any complaint it has accepted for investigation to EEOC when the matter falls within EEOC's jurisdiction.*

*In addition to filing a discrimination or harassment complaint with the district, a person may file a complaint with either DFEH or the Equal Employment Opportunity Commission (EEOC). The time limits for filing such complaints are as follows:*

*Note: As amended by AB 9 (Ch. 709, Statutes of 2019), Government Code [12960](#) extends the period of time in which a complaint alleging employment discrimination pursuant to Government Code [12940-12952](#) may be filed with DFEH, from one year to three years following the alleged discriminatory act(s). That period may be extended under certain circumstances. Districts should consult legal counsel if any questions arise.*

*1. For filing a complaint with DFEH alleging a violation of Government Code [12940-12952](#), within three years of the alleged discriminatory act(s), unless an exception exists pursuant to Government Code [12960](#) (Government Code [12960](#))*

*Note: 42 USC [2000e-5](#) specifies that a person must file a discrimination complaint with EEOC within 180 days of the alleged discriminatory act. Pursuant to 42 USC [2000e-5](#), the 180-day timeline for compensation discrimination starts when the discriminatory paycheck is received and that each discriminatory paycheck restarts the timeline for the filing of a complaint.*

*2. For filing a complaint with EEOC, within 180 days of the alleged discriminatory act(s) (42 USC [2000e-5](#))*

*3. For filing a complaint with EEOC after first filing a complaint with DFEH, within 300 days of the alleged discriminatory act(s) or within 30 days after the termination of proceedings by DFEH, whichever is earlier (42 USC [2000e-5](#))*

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**Nondiscrimination in Employment**

The Governing Board desires to provide a positive work environment where employees and job applicants are assured of equal access and opportunities and are free from harassment in accordance with law. The Board prohibits district employees from discriminating against or harassing any other district employee or job applicant on the basis of the person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex, or sexual orientation.

Prohibited discrimination consists of the taking of any adverse employment action against a person, including termination or denial of promotion, job assignment, or training, or in discriminating against the person in compensation, terms, conditions, or other privileges of employment based on any of the prohibited categories of discrimination listed above.

The prohibition against discrimination based on the religious creed of an employee or job applicant includes any discrimination based on the person's religious dress or grooming practices or any conflict between the person's religious belief, observance, or practice and an employment requirement. The prohibition against discrimination based on the sex of an employee or job applicant shall include any discrimination based on the person's pregnancy, childbirth, breastfeeding, or any related medical conditions. (Government Code 12926, 12940)

Harassment consists of any unwelcome verbal, physical, or visual conduct that is based on any of the prohibited categories of discrimination listed above and that is so severe or pervasive that it adversely affects an individual's employment opportunities, has the purpose or effect of unreasonably interfering with the individual's work performance, or creates an intimidating, hostile, or offensive work environment.

The Board also prohibits retaliation against any district employee or job applicant who complains, testifies, assists, or in any way participates in the district's complaint procedures instituted pursuant to this policy.

Any district employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.

The following position is designated as Coordinator for Nondiscrimination in Employment:

Superintendent  
44141 Little Lake Road  
Mendocino, CA 95460  
707-937-5868

Any employee or job applicant who believes that he/she has been or is being discriminated against or harassed in violation of district policy should, as appropriate, immediately contact his/her supervisor, the Coordinator, or the Superintendent who shall advise the employee or

applicant about the district's procedures for filing, investigating, and resolving any such complaint.

Complaints regarding employment discrimination or harassment shall immediately be investigated in accordance with AR 4031 - Complaints Concerning Discrimination in Employment.

Any supervisory or management employee who observes or has knowledge of an incident of prohibited discrimination or harassment shall report the incident to the Coordinator or Superintendent as soon as practical after the incident. All other employees are encouraged to report such incidents to their supervisor immediately.

#### Training and Notifications

The Superintendent or designee shall provide training to employees about how to recognize harassment and discrimination, how to respond appropriately, and components of the district's policies and regulations regarding discrimination.

The Superintendent or designee shall regularly publicize, within the district and in the community, the district's nondiscrimination policy and the availability of complaint procedures. Such publication shall be included in each announcement, bulletin, or application form that is used in employee recruitment. (34 CFR 100.6, 106.9)

The district's policy shall be posted in all district schools and offices including staff lounges and student government meeting rooms. (5 CCR 4960)

#### Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

CIVIL CODE

51.7 Freedom from violence or intimidation

GOVERNMENT CODE

11135 Unlawful discrimination

12900-12996 Fair Employment and Housing Act

PENAL CODE

422.56 Definitions, hate crimes

CODE OF REGULATIONS, TITLE 2

7287.6 Terms, conditions and privileges of employment

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1681-1688 Title IX of the Education Amendments of 1972

UNITED STATES CODE, TITLE 29

621-634 Age Discrimination in Employment Act

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964, as amended

2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended

2000ff-2000ff-11 Genetic Information Nondiscrimination Act of 2008

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

6101-6107 Age discrimination in federally assisted programs

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 34

100.6 Compliance information

104.7 Designation of responsible employee for Section 504

104.8 Notice

106.8 Designation of responsible employee and adoption of grievance procedures

106.9 Dissemination of policy

110.1-110.39 Nondiscrimination on the basis of age

COURT DECISIONS

Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863

Shephard v. Loyola Marymount, (2002) 102 Cal.App.4th 837

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***Nondiscrimination in Employment***

*Note: The following Board policy and accompanying administrative regulation are mandated pursuant to Government Code 11138 and 2 CCR [11023](#). The California Fair Employment and Housing Act (FEHA) (Government Code [12900-12996](#)) prohibits districts and district employees from harassing or discriminating against employees and job applicants on the basis of actual or perceived race, color, ancestry, national origin, age, religious creed, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, sex, sexual orientation, gender, gender identity, or gender expression. Pursuant to Government Code [12940](#), these protections apply to employees, job applicants, persons who serve in an unpaid internship or other limited-duration program to gain unpaid work experience, volunteers, and independent contractors.*

*Note: The same or similar protections are available to employees and job applicants under various provisions of federal law, including Title VI of the Civil Rights Act of 1964 (42 USC [2000d-2000d-7](#)), Title VII of the Civil Rights Act of 1964 (42 USC [2000e-2000e-17](#)), Title IX of the Education Amendments of 1972 (20 USC [1681-1688](#)), the Americans with Disabilities Act (42 USC [12101-12213](#)), Section 504 of the Rehabilitation Act of 1973 (29 USC [794](#)), and the Genetic Information Nondiscrimination Act (42 USC [2000ff-2000ff-11](#)).*

*Note: For policy addressing sexual harassment of and by employees, see BP/AR 4119.11/4219.11/4319.11 - Sexual Harassment.*

*The Governing Board is determined to provide a safe, positive environment where all district employees are assured of full and equal employment access and opportunities, protection from harassment and intimidation, and freedom from any fear of reprisal or retribution for asserting their employment rights in accordance with law. For purposes of this policy, employees include job applicants, interns, volunteers, and persons who contracted with the district to provide services, as applicable.*

*(cf. [1240](#) - Volunteer Assistance)*

*(cf. [3312](#) - Contracts)*

*(cf. [3600](#) - Consultants)*

*(cf. [4111/4211/4311](#) - Recruitment and Selection)*

*Note: 2 CCR 11027.1, as added by Register 2018, No. 20, provides a definition of "national origin" for the purpose of implementing state nondiscrimination laws.*

*No district employee shall be discriminated against or harassed by any coworker, supervisor, manager, or other person with whom the employee comes in contact in the course of employment, on the basis of the employee's actual or perceived race, color, ancestry, national origin, age, religious creed, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, sex, sexual orientation, gender, gender identity, gender expression, or association with a person or group with one or more of these actual or perceived characteristics.*

*(cf. [0410](#) - Nondiscrimination in District Programs and Activities)*

*Note: 2 CCR 11028, as amended by Register 2018, No. 20, prohibits inquiry into an employee's immigration status or discrimination on the basis of such status, unless the district provides clear and convincing evidence that it is required to do so in order to comply with federal immigration law. Districts should consult legal counsel as necessary.*

*The district shall not inquire into any employee's immigration status nor discriminate against an employee on the basis of immigration status, unless there is clear and convincing evidence that it is necessary to comply with federal immigration law. (2 CCR 11028)*



*Note: The following items illustrate unlawful discriminatory practices as specified in Government Code [12940](#), Labor Code [1197.5](#) prohibits the payment of different wage rates to employees for similar work based on sex, race, or ethnicity and prohibits the use of prior salary history by itself to justify any disparity in compensation under the bona fide factor exception.*

*Discrimination in employment based on the characteristics listed above is prohibited in all areas of employment and in all employment-related practices, including the following:*

*1. Discrimination in hiring, compensation, terms, conditions, and other privileges of employment*

*(cf. [4151/4251/4351](#) - Employee Compensation)*

*(cf. [4154/4254/4354](#) - Health and Welfare Benefits)*

*2. Taking of an adverse employment action, such as termination or the denial of employment, promotion, job assignment, or training*

*3. Unwelcome conduct, whether verbal, physical, or visual, that is so severe or pervasive as to adversely affect an employee's employment opportunities, or that has the purpose or effect of unreasonably interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment*

*Note: Item #4 below addresses the specific practices prohibited under Government Code [12940](#) or 2 CCR [11006-11086](#) in relation to certain protected categories. For example, because "sex" as defined in Government Code [12926](#) includes pregnancy, childbirth, breastfeeding, or related medical conditions, any of these conditions may be the basis for an employee's sex discrimination claim. As the specific prohibitions are too numerous to list in policy, it is recommended that district legal counsel be consulted when questions arise as to any specific claim.*

*4. Actions and practices identified as unlawful or discriminatory pursuant to Government Code [12940](#) or 2 CCR [11006-11086](#), such as:*

*a. Sex discrimination based on an employee's pregnancy, childbirth, breastfeeding, or any related medical condition or on an employee's gender, gender expression, or gender identity, including transgender status*

*(cf. [4033](#) - Lactation Accommodation)*

*(cf. [4119.11/4219.11/4319.11](#) - Sexual Harassment)*

*b. Religious creed discrimination based on an employee's religious belief or observance, including religious dress or grooming practices, or based on the district's failure or refusal to use reasonable means to accommodate an employee's religious belief, observance, or practice which conflicts with an employment requirement*

*(cf. [4119.22/4219.22/4319.22](#) - Dress and Grooming)*

*c. Requirement for a medical or psychological examination of a job applicant, or an inquiry into whether a job applicant has a mental or physical disability or a medical condition or as to the severity of any such disability or condition, without the showing of a job-related need or business necessity*

*(cf. [4119.41/4219.41/4319.41](#) - Employees with Infectious Disease)*

*d. Failure to make reasonable accommodation for the known physical or mental disability of an employee, or to engage in a timely, good faith, interactive process with an employee who has requested*

*such accommodations in order to determine the effective reasonable accommodations, if any, to be provided to the employee*

*(cf. [4032](#) - Reasonable Accommodation)*

*Note: Retaliation against complainants or other participants in the grievance procedures is prohibited by Government Code [12940](#) and 34 CFR [110.34](#). In addition to the general prohibition against retaliation, Government Code [12940](#) provides that an employee who requests accommodation for a physical or mental disability or religious belief is protected from retaliation as specified below. CSBA recommends that this protection be extended to all protected characteristics, as provided below.*

*The Board also prohibits retaliation against any district employee who opposes any discriminatory employment practice by the district or its employees, agents, or representatives or who complains, testifies, assists, or in any way participates in the district's complaint process pursuant to this policy. No employee who requests an accommodation for any protected characteristic listed in this policy shall be subjected to any punishment or sanction, regardless of whether the request was granted. (Government Code [12940](#); 2 CCR [11028](#))*

*Note: Pursuant to Government Code [12964.5](#), as added by SB 1300 (Ch. 955, Statutes of 2018), the district is prohibited from requiring an employee, in exchange for a raise or bonus or as a condition of employment or continued employment, to sign a nondisparagement agreement or similar document that would deny the employee the right to disclose information about unlawful acts in the workplace or requiring an employee to release the right to file a claim or civil action against the district.*

*No employee shall, in exchange for a raise or bonus or as a condition of employment or continued employment, be required to sign any document that releases the employee's right to file a claim against the district or to disclose information about harassment or other unlawful employment practices. (Government Code [12964.5](#))*

*Complaints concerning employment discrimination, harassment, or retaliation shall immediately be investigated in accordance with procedures specified in the accompanying administrative regulation.*

*Note: Pursuant to 2 CCR [11019](#), in certain instances, an employee's (especially a supervisor's) knowledge or notice of prohibited conduct of another employee or individual may subject the district to liability. Therefore, it is recommended that the district require its employees with knowledge of harassment or discrimination to report the incident to the appropriate district authorities. In addition, Government Code [12940](#), as amended by SB 1300, provides that a district may be responsible for harassment of employees by nonemployees where the district knows or should have known of the conduct and failed to take immediate and corrective action, taking into consideration the extent of the district's control and other legal responsibility that the district may have with respect to the conduct of those nonemployees. Also see BP/AR [4119.11/4219.11/4319.11](#) - Sexual Harassment.*

*Note: See the accompanying administrative regulation for requirements related to the identification of the employee who will be responsible for compliance with the nondiscrimination laws.*

*Any supervisory or management employee who observes or has knowledge of an incident of prohibited discrimination or harassment, including harassment of an employee by a nonemployee, shall report the incident to the Superintendent or designated district coordinator as soon as practical after the incident. All other employees are encouraged to report such incidents to their supervisor immediately. The district shall protect any employee who reports such incidents from retaliation.*

*Note: Government Code [12940](#) and 2 CCR [11023](#) require districts to take all reasonable steps to prevent prohibited discrimination and harassment, including, but not limited to, dissemination of the district's policy on the prevention of harassment, discrimination, and retaliation. In addition, Government Code [12950](#) requires districts to post, in prominent and accessible locations on district premises, posters developed by the California Department of Fair Employment and Housing (DFEH), which are available*

on DFEH's web site. For further information on prevention strategies, see the accompanying administrative regulation.

*The Superintendent or designee shall use all appropriate means to reinforce the district's nondiscrimination policy, including providing training and information to employees about how to recognize harassment, discrimination, or other related conduct, how to respond appropriately, and components of the district's policies and regulations regarding discrimination. The Superintendent or designee shall regularly review the district's employment practices and, as necessary, shall take action to ensure district compliance with the nondiscrimination laws.*

*Any district employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.*

*(cf. [4118](#) - Dismissal/Suspension/Disciplinary Action)*

*(cf. [4218](#) - Dismissal/Suspension/Disciplinary Action)*

*Legal Reference:*

*EDUCATION CODE*

*[200-262.4](#) Prohibition of discrimination*

*CIVIL CODE*

*[51.7](#) Freedom from violence or intimidation*

*GOVERNMENT CODE*

*[11135](#) Unlawful discrimination*

*11138 Rules and regulations*

*[12900-12996](#) Fair Employment and Housing Act, especially:*

*[12940-12952](#) Unlawful employment practices*

*[12960-12976](#) Unlawful employment practices; complaints*

*PENAL CODE*

*[422.56](#) Definitions, hate crimes*

*CODE OF REGULATIONS, TITLE 2*

*11006-11086 Discrimination in employment, especially:*

*11013 Recordkeeping*

*11019 Terms, conditions and privileges of employment*

*11023 Harassment and discrimination prevention and correction*

*11024 Sexual harassment training and education*

*11027-11028 National origin and ancestry discrimination*

*CODE OF REGULATIONS, TITLE 5*

*[4900-4965](#) Nondiscrimination in elementary and secondary education programs*

*UNITED STATES CODE, TITLE 20*

*[1681-1688](#) Title IX of the Education Amendments of 1972*

*UNITED STATES CODE, TITLE 29*

621-634 *Age Discrimination in Employment Act*

794 *Section 504 of the Rehabilitation Act of 1973*

UNITED STATES CODE, TITLE 42

2000d-2000d-7 *Title VI, Civil Rights Act of 1964, as amended*

2000e-2000e-17 *Title VII, Civil Rights Act of 1964, as amended*

2000ff-2000ff-11 *Genetic Information Nondiscrimination Act of 2008*

2000h-2-2000h-6 *Title IX of the Civil Rights Act of 1964*

6101-6107 *Age discrimination in federally assisted programs*

12101-12213 *Americans with Disabilities Act*

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 *Americans with Disabilities Act*

CODE OF FEDERAL REGULATIONS, TITLE 34

100.6 *Compliance information*

104.7 *Designation of responsible employee for Section 504*

104.8 *Notice*

106.8 *Designation of responsible employee and adoption of grievance procedures*

106.9 *Dissemination of policy*

110.1-110.39 *Nondiscrimination on the basis of age*

COURT DECISIONS

*Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863*

*Shephard v. Loyola Marymount, (2002) 102 Cal.App.4th 837*

*Management Resources:*

CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS

*California Law Prohibits Workplace Discrimination and Harassment*

*Transgender Rights in the Workplace*

*Workplace Harassment Guide for California Employers*

*Your Rights and Obligations as a Pregnant Employee*

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

*Notice of Non-Discrimination, August 2010*

U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS

*EEOC Compliance Manual*

*Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999*

WEB SITES

*California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>*

*U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>*

*U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>*

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**Personnel**

***Employee Use of Technology***

*The Governing Board recognizes that technological resources enhance employee performance by offering effective tools to assist in providing a quality instructional program; facilitating communications with parents/guardians, students, and the community; supporting district and school operations; and improving access to and exchange of information. The Board expects all employees to learn to use the available technological resources that will assist them in the performance of their job responsibilities. As needed, employees shall receive professional development in the appropriate use of these resources.*

*(cf. [0440](#) - District Technology Plan)*

*(cf. [1100](#) - Communication with the Public)*

*(cf. [1113](#) - District and School Web Sites)*

*(cf. [1114](#) - District-Sponsored Social Media)*

*(cf. [4032](#) - Reasonable Accommodation)*

*(cf. [4131](#) - Staff Development)*

*(cf. [4231](#) - Staff Development)*

*(cf. [4331](#) - Staff Development)*

*Employees shall be responsible for the appropriate use of technology and shall use district technology primarily for purposes related to their employment.*

*(cf. [0410](#) - Nondiscrimination in District Programs and Activities)*

*(cf. [4119.11/4219.11/4319.11](#) - Sexual Harassment)*

*(cf. [4119.21/4219.21/4319.21](#) - Professional Standards)*

*(cf. [4119.23/4219.23/4319.23](#) - Unauthorized Release of Confidential/Privileged Information)*

*(cf. [4119.25/4219.25/4319.25](#) - Political Activities of Employees)*

*(cf. [5125](#) - Student Records)*

*(cf. [5125.1](#) - Release of Directory Information)*

*(cf. [6162.6](#) - Use of Copyrighted Materials)*

*(cf. [6163.4](#) - Student Use of Technology)*

*District technology includes, but is not limited to, computers, the district's computer network including servers and wireless computer networking technology (wi-fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through district-owned or personally owned equipment or devices.*

*Note: The following paragraph is optional and may be revised to reflect district practice. It is recommended that districts develop an Acceptable Use Agreement containing rules for the use of district technology, which should be signed by each employee. See the accompanying Exhibit for an example of an Acceptable Use Agreement for employees.*



*The Superintendent or designee shall establish an Acceptable Use Agreement which outlines employee obligations and responsibilities related to the use of district technology. Upon employment and whenever significant changes are made to the district's Acceptable Use Agreement, employees shall be required to acknowledge in writing that they have read and agreed to the Acceptable Use Agreement.*

*Note: The following paragraphs may be revised to reflect district practice.*

*Note: To qualify for federal universal service discounts for Internet access, Internet services, or internal connections (E-rate discounts), districts are mandated by 47 USC 254 to adopt an Internet safety policy that includes, but is not limited to, provisions addressing access by minors to "inappropriate matter" on the Internet; see BP [6163.4](#) - Student Use of Technology. Consistent with those requirements, the following paragraph provides that employees shall not use district technology to access inappropriate matter. "Inappropriate matter" is not defined in the law and the determination of what matter is considered inappropriate is a local decision to be made by the district. Penal Code [313](#) provides a definition of "harmful matter" as specified below. Districts that have adopted their own definition should revise the following paragraphs as appropriate.*

*Employees shall not use district technology to access, post, submit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive, sexually explicit, or unethical or that promotes any activity prohibited by law, Board policy, or administrative regulations.*

*Harmful matter includes matter, taken as a whole, which to the average person, applying contemporary statewide standards, appeals to the prurient interest and is matter which depicts or describes, in a patently offensive way, sexual conduct and which lacks serious literary, artistic, political, or scientific value for minors. (Penal Code [313](#))*

*Note: 47 USC 254 mandates that the district's Internet safety policy for E-rate discounts include the operation and enforcement of a "technology protection measure" that protects against Internet access to visual depictions that are obscene, child pornography, or harmful to minors. Similarly, as a condition of using federal Student Support and Academic Achievement Grants (20 USC [7101-7122](#)) for the purpose of purchasing computers with Internet access or paying for direct costs associated with Internet access, 20 USC [7131](#) mandates that districts adopt an Internet safety policy that includes the operation of a technology protection measure that protects against access to visual depictions that are obscene or child pornography. Although these requirements focus on measures designed to protect students using district technology (see BP [6163.4](#) - Student Use of Technology), they also require policy that affects Internet access by adults.*

*Note: The following paragraph is for use by districts that desire to use E-rate or federal technology funding sources and may be adapted by other districts that choose to install technology protection measures.*

*The Superintendent or designee shall ensure that all district computers with Internet access have a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors and that the operation of such measures is enforced. The Superintendent or designee may disable the technology protection measure during use by an adult to enable access for bona fide research or other lawful purpose. (20 USC [7131](#); 47 USC 254)*

*Note: The following optional paragraphs may be revised to reflect district practice.*

*Note: Although 20 USC [7131](#) and 47 USC 254 require districts receiving Student Support and Academic Achievement Grants or E-rate discounts to enforce the operation of technology protection measures, the legislation clarifies that nothing in the Children's Internet Protection Act shall be construed to require the tracking of individual students' or adults' Internet use. Thus, it appears to be left to the discretion of districts as to whether they wish to track Internet use through personally identifiable web monitoring software or other means.*

*Note: It is recommended that districts notify employees that they should have no expectation of privacy when using district equipment or technological resources. In *City of Ontario v. Quon*, the U.S. Supreme Court held that a search of an employee's pager messages was reasonable because the search was motivated by a legitimate work-related purpose and was not excessive in scope. In addition, the city had adopted a policy stating that employees should have no expectation of privacy or confidentiality when using city equipment.*

*The Superintendent or designee shall annually notify employees in writing that they have no reasonable expectation of privacy in the use of any equipment or other technological resources provided by or maintained by the district, including, but not limited to, computer files, email, text messages, instant messaging, and other electronic communications, even when provided their own password. To ensure proper use, the Superintendent or designee may monitor employee usage of district technology at any time without advance notice or consent and for any reason allowed by law.*

*Note: In City of San Jose v. Superior Court, the California Supreme Court held that a government employee's communications about public business are not excluded from a request under the California Public Records Act (CPRA) simply because they have been sent or received on a personal account or personal device. Thus, employees should be aware that if they use personal accounts or devices to communicate about district business, they may be required to search their personal communications and provide a sworn declaration stating a sufficient factual basis for determining whether personal communications are district-related communications subject to the CPRA, personal nondisclosable materials, or materials otherwise exempt under the CPRA. The court observed that the CPRA requires districts to use "reasonable effort" to locate existing records in response to a public records request, but that such searches need not be extraordinary or intrusive. For further information, see CSBA's Legal Alert: Tips for Governing Boards in Response to Public Records Act Ruling on Electronic Communications.*

*In addition, employees shall be notified that records maintained on any personal device or messages sent or received on a personal device that is being used to conduct district business may be subject to disclosure, pursuant to a subpoena or other lawful request.*

*Employees shall report any security problem or misuse of district technology to the Superintendent or designee.*

*Inappropriate use of district technology may result in a cancellation of the employee's user privileges, disciplinary action, and/or legal action in accordance with law, Board policy, and administrative regulation.*

*(cf. [4118](#) - Dismissal/Suspension/Disciplinary Action)*

*(cf. [4218](#) - Dismissal/Suspension/Disciplinary Action)*

*Legal Reference:*

**GOVERNMENT CODE**

[3543.1](#) *Rights of employee organizations*

[6250-6270](#) *California Public Records Act*

**PENAL CODE**

[502](#) *Computer crimes, remedies*

[632](#) *Eavesdropping on or recording confidential communications*

**VEHICLE CODE**

[23123](#) *Wireless telephones in vehicles*

[23123.5](#) *Mobile communication devices; text messaging while driving*

[23125](#) *Wireless telephones in school buses*

**UNITED STATES CODE, TITLE 20**

[7101-7122](#) *Student Support and Academic Enrichment Grants*

[7131](#) *Internet safety*

**UNITED STATES CODE, TITLE 47**

[254](#) *Universal service discounts (E-rate)*

**CODE OF FEDERAL REGULATIONS, TITLE 47**

[54.520](#) *Internet safety policy and technology protection measures, E-rate discounts*

**COURT DECISIONS**

*City of San Jose v. Superior Court (2017) 2 Cal.5th 608*

*City of Ontario v. Quon et al. (2010) 000 U.S. 08-1332*

*Management Resources:*

**WEB SITES**

*CSBA: <http://www.csba.org>*



*American Library Association: <http://www.ala.org>*

*California Department of Education: <http://www.cde.ca.gov>*

*Federal Communications Commission: <http://www.fcc.gov>*

*U.S. Department of Education: <http://www.ed.gov>*

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**Personnel**

**Employee Use of Technology**

**Online/Internet Services: User Obligations and Responsibilities**

Employees are authorized to use district equipment to access the Internet or other online services in accordance with Board policy, the district's Acceptable Use Agreement, and the user obligations and responsibilities specified below.

1. The employee in whose name an online services account is issued is responsible for its proper use at all times. Employees shall keep account information, home addresses, and telephone numbers private. They shall use the system only under the account number to which they have been assigned.
2. Employees shall use the system safely, responsibly, and primarily for work-related purposes.
3. Employees shall not access, post, submit, publish, or display harmful or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race, ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs.
4. Employees shall not use the system to promote any activity prohibited by law, Board policy, or administrative regulations.
5. Employees shall not use the system to engage in commercial or other for-profit activities without permission of the Superintendent or designee.
6. Copyrighted material shall be posted online only in accordance with applicable copyright laws.
7. Employees shall not attempt to interfere with other users' ability to send or receive email, nor shall they attempt to read, delete, copy, modify, or forge other users' email.
8. Employees shall not develop any classroom or work-related web sites, blogs, forums, or similar online communications representing the district or using district equipment or resources without permission of the Superintendent or designee. Such sites shall be subject to rules and guidelines established for district online publishing activities including, but not limited to, copyright laws, privacy rights, and prohibitions against obscene, libelous, and slanderous content. Because of the unfiltered nature of blogs, any such site shall include a disclaimer that the district is not responsible for the content of the messages. The district retains the right to delete material on any such online communications.
9. Users shall report to the Superintendent or designee any security problems prohibited by law, Board policy, or administrative regulations.



**Personnel**

***Employee Use of Technology***

*Note: The following Exhibit presents a sample Acceptable Use Agreement outlining obligations and responsibilities of employees using the district's technological resources. The district is encouraged to consult legal counsel in the development of such an agreement.*

*Note: Districts using an Acceptable Use Agreement should require all employees who use district technology to sign the agreement as an acknowledgment that they have read and understood its contents; see the accompanying Board policy. As appropriate, the district may also require contractors and affiliated third parties to sign the Acceptable Use Agreement.*

*Note: For a sample Acceptable Use Agreement for students, see E 6163.4 - Student Use of Technology.*

The \_\_\_\_\_ School District authorizes district employees to use technology owned or otherwise provided by the district as necessary to fulfill the requirements of their position. The use of district technology is a privilege permitted at the district's discretion and is subject to the conditions and restrictions set forth in applicable Board policies, administrative regulations, and this Acceptable Use Agreement. The district reserves the right to suspend access at any time, without notice, for any reason.

The district expects all employees to use technology responsibly in order to avoid potential problems and liability. The district may place reasonable restrictions on the sites, material, and/or information that employees may access through the system.

The district makes no guarantee that the functions or services provided by or through the district will be without defect. In addition, the district is not responsible for financial obligations arising from unauthorized use of the system.

Each employee who is authorized to use district technology shall sign this Acceptable Use Agreement as an indication that he/she has read and understands the agreement.

***Definitions***

District technology includes, but is not limited to, computers, the district's computer network including servers and wireless computer networking technology (wi-fi), the Internet, email, USB drives, wireless access points (routers), tablet computers, smartphones and smart devices, telephones, cellular telephones, personal digital assistants, pagers, MP3 players, wearable technology, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through district-owned or personally owned equipment or devices.

***Employee Obligations and Responsibilities***

Employees are expected to use district technology safely, responsibly, and primarily for work-related purposes. Any incidental personal use of district technology shall not interfere with district business and operations, the work and productivity of any district employee, or the safety and security of district technology. The district is not responsible for any loss or damage incurred by an employee as a result of his/her personal use of district technology.

The employee in whose name district technology is issued is responsible for its proper use at all times. Employees shall not share their assigned online services account information, passwords, or other information used for identification and authorization purposes, and shall use the system only under the account to which they have been assigned. Employees shall not gain unauthorized access to the files or equipment of others, access electronic resources by using another person's

*name or electronic identification, or send anonymous electronic communications. Furthermore, employees shall not attempt to access any data, documents, emails, or programs in the district's system for which they do not have authorization.*

*Employees are prohibited from using district technology for improper purposes, including, but not limited to, use of district technology to:*

- 1. Access, post, display, or otherwise use material that is discriminatory, defamatory, obscene, sexually explicit, harassing, intimidating, threatening, or disruptive*
- 2. Disclose or in any way cause to be disclosed confidential or sensitive district, employee, or student information without prior authorization from a supervisor*
- 3. Engage in personal commercial or other for-profit activities without permission of the Superintendent or designee*
- 4. Engage in unlawful use of district technology for political lobbying*
- 5. Infringe on copyright, license, trademark, patent, or other intellectual property rights*
- 6. Intentionally disrupt or harm district technology or other district operations (such as destroying district equipment, placing a virus on district computers, adding or removing a computer program without permission, changing settings on shared computers)*
- 7. Install unauthorized software*
- 8. Engage in or promote unethical practices or violate any law or Board policy, administrative regulation, or district practice*

#### *Privacy*

*Since the use of district technology is intended for use in conducting district business, no employee should have any expectation of privacy in any use of district technology.*

*The district reserves the right to monitor and record all use of district technology, including, but not limited to, access to the Internet or social media, communications sent or received from district technology, or other uses within the jurisdiction of the district. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Employees should be aware that, in most instances, their use of district technology (such as web searches or emails) cannot be erased or deleted.*

*All passwords created for or used on any district technology are the sole property of the district. The creation or use of a password by an employee on district technology does not create a reasonable expectation of privacy.*

#### *Personally Owned Devices*

*If an employee uses a personally owned device to access district technology or conduct district business, he/she shall abide by all applicable Board policies, administrative regulations, and this Acceptable Use Agreement. Any such use of a personally owned device may subject the contents of the device and any communications sent or received on the device to disclosure pursuant to a lawful subpoena or public records request.*

#### *Records*

*Any electronically stored information generated or received by an employee which constitutes a district or student record shall be classified, retained, and destroyed in accordance with BP/AR 3580 - District Records, BP/AR 5125 - Student Records, or other applicable policies and regulations addressing the retention of district or student records.*

**Reporting**

*If an employee becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of district technology, he/she shall immediately report such information to the Superintendent or designee.*

**Consequences for Violation**

*Violations of the law, Board policy, or this Acceptable Use Agreement may result in revocation of an employee's access to district technology and/or discipline, up to and including termination. In addition, violations of the law, Board policy, or this agreement may be reported to law enforcement agencies as appropriate.*

**Employee Acknowledgment**

*I have received, read, understand, and agree to abide by this Acceptable Use Agreement, BP 4040 - Employee Use of Technology, and other applicable laws and district policies and regulations governing the use of district technology. I understand that there is no expectation of privacy when using district technology or when my personal electronic devices use district technology. I further understand that any violation may result in revocation of user privileges, disciplinary action, and/or appropriate legal action.*

*I hereby release the district and its personnel from any and all claims and damages arising from my use of district technology or from the failure of any technology protection measures employed by the district.*

Name: \_\_\_\_\_ Position: \_\_\_\_\_

*(Please print)*

School/Work Site: \_\_\_\_\_

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

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**Personnel**

**Exposure Control Plan for Bloodborne Pathogens**

As part of its commitment to provide a safe and healthful work environment, the Governing Board recognizes the importance of developing an exposure control plan. The Superintendent or designee shall establish a written exposure control plan in accordance with state and federal standards for dealing with potentially infectious materials in the workplace to protect employees from possible infection due to contact with bloodborne pathogens, including but not limited to hepatitis B virus, hepatitis C virus and human immunodeficiency virus (HIV).

The Superintendent or designee shall determine which employees have occupational exposure to bloodborne pathogens and other potentially infectious materials. In accordance with the district's exposure control plan, employees having occupational exposure shall be offered the hepatitis B vaccination.

Any employee not identified by the Superintendent or designee as having occupational exposure may submit a request to the Superintendent or designee to be included in the training and hepatitis B vaccination program. The Superintendent or designee may deny a request when there is no reasonable anticipation of contact with any infectious material.

Legal Reference:

LABOR CODE

142.3 Authority of Cal/OSHA to adopt standards

144.7 Requirement to amend standards

CODE OF REGULATIONS, TITLE 8

3204 Access to employee exposure and medical records

5193 California bloodborne pathogens standards

CODE OF FEDERAL REGULATIONS, TITLE 29

1910.1030 OSHA bloodborne pathogens standards





**Personnel**

***Exposure Control Plan for Bloodborne Pathogens***

*Note: Pursuant 29 CFR [1910.1030](#) and 8 CCR [5193](#), districts must identify employees who have occupational exposure to bloodborne pathogens and must establish a written exposure control plan to eliminate or minimize employee exposure to these pathogens. Because safety conditions of employment are within the scope of bargaining pursuant to Government Code [3543.2](#), the district may want to consult legal counsel regarding whether components of its exposure control plan are subject to collective bargaining.*

*As part of its commitment to provide a safe and healthy work environment, the Governing Board recognizes the importance of protecting employees from possible infection due to contact with bloodborne pathogens, including, but not limited to, hepatitis B virus, hepatitis C virus, and human immunodeficiency virus (HIV). The Superintendent or designee shall establish a written exposure control plan in accordance with state and federal standards for dealing with potentially infectious materials in the workplace.*

*(cf. [4119.43/4219.43/4319.43](#) - Universal Precautions)*

*(cf. [5141.21](#) - Administering Medication and Monitoring Health Conditions)*

*(cf. [5141.6](#) - School Health Services)*

*The exposure control plan shall be consistent with the district's injury and illness prevention program established pursuant to Labor Code [6401.7](#) and 8 CCR [3203](#). (8 CCR [5193](#))*

*(cf. [4157/4257/4357](#) - Employee Safety)*

*The Superintendent or designee shall determine which employees have occupational exposure to bloodborne pathogens and other potentially infectious materials. In accordance with the district's exposure control plan, employees having occupational exposure shall receive training and be offered the hepatitis B vaccination. (8 CCR [5193](#); 29 CFR [1910.1030](#))*

*Note: The following optional paragraph allows for employees to be included in the training and vaccination program without being classified as having occupational exposure.*

*Any employee not identified by the Superintendent or designee as having occupational exposure may submit a request to the Superintendent or designee to be included in the training and hepatitis B vaccination program. The Superintendent or designee may deny a request when there is no reasonable anticipation of contact with any infectious material.*

*In the event that an employee has an exposure incident, the district shall implement follow-up procedures in accordance with the exposure control plan. All such incidents shall be evaluated to determine whether changes need to be made in district practices.*

*Legal Reference:*

**GOVERNMENT CODE**

**[3543.2](#) Scope of bargaining**

**LABOR CODE**

**[142.3](#) Authority of Cal/OSHA to adopt standards**

**[144.7](#) Requirement to amend standards**

**[6401.7](#) Injury and illness prevention program**

**CODE OF REGULATIONS, TITLE 8**

3203 *Injury and illness prevention program*

3204 *Access to employee exposure and medical records*

5193 *California bloodborne pathogens standards*

CODE OF FEDERAL REGULATIONS, TITLE 29

1910.1030 *OSHA bloodborne pathogens standards*

*Management Resources:*

CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS

*Frequently Asked Questions About the Bloodborne Pathogens Standard*

*A Best Practices Approach for Reducing Bloodborne Pathogens Exposure, 2001*

*Exposure Control Plan for Bloodborne Pathogens, 2001*

WEB SITES

California Department of Industrial Relations, Occupational Safety and Health: [http://www.dir.ca.gov/occupational\\_safety.html](http://www.dir.ca.gov/occupational_safety.html)

Centers for Disease Control and Prevention: <http://www.cdc.gov>

U.S. Department of Labor, Occupational Safety and Health Administration: <http://www.osha.gov>

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**Personnel**

**Exposure Control Plan for Bloodborne Pathogens**

**Definitions**

Occupational exposure means reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials that may result from the performance of an employee's duties. (8 CCR 5193(b))

Exposure incident means a specific eye, mouth, other mucous membrane, nonintact skin, or parenteral contact with blood or other potentially infectious materials that result from the performance of an employee's duties. (8 CCR 5193(b))

Parenteral contact means piercing mucous membranes or the skin barrier through such events as needlesticks, human bites, cuts, and abrasions. (8 CCR 5193(b))

A sharp is any object that can be reasonably anticipated to penetrate the skin or any other part of the body and to result in an exposure incident. (8 CCR 5193(b))

A sharps injury is any injury caused by a sharp, including but not limited to cuts, abrasions or needlesticks. (8 CCR 5193(b))

Work practice controls are controls that reduce the likelihood of exposure by defining the manner in which a task is performed. (8 CCR 5193(b))

Engineering controls are controls, such as sharps disposal containers, needleless systems, and sharps with engineered sharps injury protection, that isolate or remove the bloodborne pathogens hazard from the workplace. (8 CCR 5193(b))

Engineered sharps injury protection is a physical attribute built into a needle device or into a non-needle sharp which effectively reduces the risk of an exposure incident. (8 CCR 5193(b))

**Exposure Control Plan**

The district's exposure control plan shall contain at least the following components: (8 CCR 5193(c))

1. A determination of which employees have occupational exposure to blood or other potentially infectious materials. The district's exposure determination shall be made without regard to the use of personal protective equipment and shall include a list of:
  - a. All job classifications in which all employees have occupational exposure
  - b. Job classifications in which some employees have occupational exposure
  - c. All tasks and procedures, or groups of closely related tasks and procedures, in which occupational exposure occurs and which are performed by employees listed in item #b above
2. The schedule and method of implementing:
  - a. Methods of compliance required by 8 CCR 5193(d), such as universal precautions, general and specific engineering and work practice controls, and personal protective equipment
  - b. Hepatitis B vaccination
  - c. Bloodborne pathogen post-exposure evaluation and follow-up
  - d. Communication of hazards to employees, including labels, signs, information and training
  - e. Recordkeeping
3. The district's procedure for evaluating circumstances surrounding exposure incidents
4. An effective procedure for gathering information about each exposure incident involving a sharp, as required for the log of sharps injuries
5. An effective procedure for periodically determining the frequency of use of the types and brands of sharps involved in exposure incidents documented in the sharps injury log
6. An effective procedure for identifying currently available engineering controls and selecting such controls as appropriate for the procedures performed by employees in their work areas or departments
7. An effective procedure for documenting instances when a licensed healthcare professional directly involved in a patient's care determines, in the reasonable exercise of clinical judgment, that the use of an

engineering control would jeopardize an individual's safety or the success of a medical, dental or nursing procedure involving the individual

8. An effective procedure for obtaining the active involvement of employees in reviewing and updating the exposure control plan with respect to the procedures performed by employees in their respective work areas or departments

The exposure control plan shall be reviewed and updated at least annually and whenever necessary to: (8 CCR 5193(c))

1. Reflect new or modified tasks and procedures affecting occupational exposure
2. To the extent that sharps are used in the district, reflect progress in implementing the use of needless systems and sharps with engineered sharps injury protection
3. Include new or revised employee positions with occupational exposure
4. Review and evaluate the exposure incidents which occurred since the previous update
5. Review and respond to information indicating that the exposure control plan is deficient in any area

The district's exposure control plan shall be accessible to employees upon request. (8 CCR 3204(e))

#### Preventive Measures

The Superintendent or designee shall use engineering and work practice controls to eliminate or minimize employee exposure, and shall regularly examine and update controls to ensure their effectiveness. (8 CCR 5193(d))

#### Hepatitis B Vaccination

The hepatitis B vaccination and vaccination series shall be made available at no cost to all employees who have occupational exposure. The hepatitis B vaccination shall be made available after an employee with occupational exposure has received the required training and within 10 working days of initial assignment, unless the employee has previously received the complete hepatitis B vaccination series, or antibody testing has revealed that the employee is immune, or vaccination is contraindicated by medical reasons. (8 CCR 5193(f))

Employees who decline to accept the vaccination shall sign the hepatitis B declination statement. (8 CCR 5193(f))

The Superintendent or designee may exempt designated first aid providers from the pre-exposure hepatitis B vaccine in accordance with 8 CCR 5193(f).

#### Information and Training

The Superintendent or designee shall ensure that all employees with occupational exposure participate in a training program containing the elements required by state regulations, during working hours and at no cost to the employee. This program shall be offered at the time of initial assignment to tasks where occupational exposure may take place, at least annually thereafter, and whenever a change of tasks or procedures affects the employee's exposure. (8 CCR 5193(g))

Designated first aid providers shall receive training that includes the specifics of reporting first-aid incidents which involve blood or body fluids which are potentially infectious. (8 CCR 5193(g))

#### Reporting Incidents

All exposure incidents shall be reported as soon as possible to the Superintendent or designee.

Unvaccinated designated first aid providers must report any first aid incident involving the presence of blood or other potentially infectious material, regardless of whether an exposure incident occurred, by the end of the work shift. The full hepatitis B vaccination series shall be made available to such employees no later than 24 hours after the first aid incident. (8 CCR 5193(f))

#### Sharps Injury Log

The Superintendent or designee shall establish and maintain a log recording each exposure incident involving a sharp. The exposure incident shall be recorded within 14 working days of the date the incident is reported to the district. (8 CCR 5193(c))

The information recorded shall include the following, if known or reasonably available: (8 CCR 5193(c))

1. Date and time of the exposure incident
2. Type and brand of sharp involved in the exposure incident
3. A description of the exposure incident, including:
  - a. Job classification of the exposed employee
  - b. Department or work area where the exposure incident occurred
  - c. The procedure that the exposed employee was performing at the time of the incident
  - d. How the incident occurred
  - e. The body part involved in the incident
  - f. If the sharp had engineered sharps injury protection, whether the protective mechanism was activated and whether the injury occurred before, during or after the protective mechanism was activated
  - g. If the sharp had no engineered sharps injury protection, the injured employee's opinion as to whether and how such a mechanism could have prevented the injury
  - h. The employee's opinion about whether any other engineering, administrative or work practice could have prevented the injury

#### Post-Exposure Evaluation and Follow-up

Following a report of an exposure incident, the Superintendent or designee shall immediately make available to the exposed employee, at no cost, a confidential medical evaluation, post-exposure evaluation and follow-up. The Superintendent or designee shall, at a minimum: (8 CCR 5193(f))

1. Document the route(s) of exposure and the circumstances under which the exposure incident occurred
2. Identify and document the source individual, unless that identification is infeasible or prohibited by law
3. Provide for the collection and testing of the employee's blood for hepatitis B, hepatitis C and HIV serological status
4. Provide for post-exposure prophylaxis, when medically indicated, as recommended by the U.S. Public Health Service
5. Provide for counseling and evaluation of reported illnesses

The Superintendent or designee shall provide the health care professional with a copy of 8 CCR 5193; a description of the employee's duties as they relate to the exposure incident; documentation of the route(s) of exposure and circumstances under which exposure occurred; results of the source individual's blood testing, if available; and all medical records maintained by the district relevant to the appropriate treatment of the employee, including vaccination status. (8 CCR 5193(f))

The district shall maintain the confidentiality of the affected employee and the exposure source during all phases of the post-exposure evaluation. (8 CCR 5193(f))

#### Records

Upon an employee's initial employment and at least annually thereafter, the Superintendent or designee shall inform employees with occupational exposure of the existence, location and availability of related records; the person responsible for maintaining and providing access to records; and the employee's right of access to these records. (8 CCR 3204)

Medical records for each employee with occupational exposure shall be kept confidential and not disclosed or reported without the employee's written consent to any person within or outside the workplace except as required by law. (8 CCR 5193(h))

Upon request by an employee, or a designated representative with the employee's written consent, the Superintendent or designee shall provide access to a record in a reasonable time, place and manner, no later than 15 days after the request is made. (8 CCR 3204(e))

Records shall be maintained as follows: (8 CCR 3204(d), 5193(h))

1. Medical records shall be maintained for the duration of employment plus 30 years.
2. Training records shall be maintained for three years from the date of training.
3. The sharps injury log shall be maintained five years from the date the exposure incident occurred.
4. Exposure records shall be maintained for at least 30 years.
5. Each analysis using medical or exposure records shall be maintained for at least 30 years.



**Personnel**

***Exposure Control Plan for Bloodborne Pathogens***

*Note: The following optional administrative regulation summarizes key requirements for preventing and handling exposure to bloodborne pathogens pursuant to 8 CCR 5193. The standards are detailed and lengthy, and districts are encouraged to examine the full content of 8 CCR 5193 to determine any additional requirements applicable to their circumstances. Because safety conditions of employment are within the scope of bargaining pursuant to Government Code 3543.2, the district may want to consult legal counsel regarding whether components of its exposure control plan are subject to collective bargaining.*

*Note: Districts may wish to consider including the following regulation in their employee handbooks.*

***Definitions***

*Occupational exposure means reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials that may result from the performance of an employee's duties. (8 CCR 5193; 29 CFR 1910.1030)*

*Exposure incident means a specific eye, mouth, other mucous membrane, nonintact skin, or parenteral contact with blood or other potentially infectious materials that results from the performance of an employee's duties. (8 CCR 5193; 29 CFR 1910.1030)*

*Parenteral contact means piercing mucous membranes or the skin barrier through such events as needlesticks, human bites, cuts, and abrasions. (8 CCR 5193; 29 CFR 1910.1030)*

*A sharp is any object that can be reasonably anticipated to penetrate the skin or any other part of the body and to result in an exposure incident. (8 CCR 5193)*

*A sharps injury is any injury caused by a sharp, including, but not limited to, cuts, abrasions, or needlesticks. (8 CCR 5193)*

*Work practice controls are controls that reduce the likelihood of exposure by defining the manner in which a task is performed. (8 CCR 5193; 29 CFR 1910.1030)*

*Engineering controls are controls, such as sharps disposal containers, needleless systems, and sharps with engineered sharps injury protection, that isolate or remove the bloodborne pathogens hazard from the workplace. (8 CCR 5193; 29 CFR 1910.1030)*

*Engineered sharps injury protection is a physical attribute, such as a barrier, blunting, encapsulation, withdrawal, or other effective mechanism, built into a needle device or into a non-needle sharp which effectively reduces the risk of an exposure incident. (8 CCR 5193; 29 CFR 1910.1030)*

*Personal protective equipment is specialized clothing or equipment worn or used by an employee for protection against a hazard, such as gloves, gowns, laboratory coats, face shields or masks. (8 CCR 5193)*

***Exposure Control Plan***

*The district's written exposure control plan for bloodborne pathogens shall contain at least the following components: (8 CCR 5193; 29 CFR 1910.1030)*

*1. A determination of which employees have occupational exposure to blood or other potentially infectious materials, which shall be made without regard to employees' use of personal protective equipment and shall include a list of:*

*a. All job classifications in which all employees have occupational exposure*

*b. Job classifications in which some employees have occupational exposure*

*c. All tasks and procedures, or groups of closely related tasks and procedures, in which occupational exposure occurs and which are performed by employees listed in item #1b above*



(cf. [5141.21](#) - Administering Medication and Monitoring Health Conditions)

(cf. [5141.6](#) - School Health Services)

2. The schedule and method of implementing each of the following in accordance with 8 CCR [5193](#) and this administrative regulation:

a. Methods of compliance required by 8 CCR [5193](#)(d) and 29 CFR [1910.1030](#), including universal precautions, general and specific engineering and work practice controls, and personal protective equipment

(cf. [4119.43/4219.43/4319.43](#) - Universal Precautions)

b. Hepatitis B vaccination

c. Bloodborne pathogen post-exposure evaluation and follow-up

d. Communication of hazards to employees through information and training

e. Recordkeeping, including medical records, training records, and a log of sharps injuries

3. The district's procedure for documenting the route(s) of exposure and the circumstances under which exposure incidents occurred

4. An effective procedure for gathering information about each exposure incident involving a sharp

5. An effective procedure for periodically determining the frequency of use of the types and brands of sharps involved in exposure incidents

6. An effective procedure for identifying currently available engineering controls and selecting such controls, as appropriate, for the procedures performed by employees in their work areas or departments

7. An effective procedure for documenting instances when a licensed healthcare professional directly involved in an employee's care determines that the use of an engineering control would jeopardize the employee's safety or the success of a medical, dental, or nursing procedure involving the employee

8. An effective procedure for obtaining the active involvement of employees in reviewing and updating the exposure control plan with respect to the procedures performed by employees in their respective work areas or departments

The exposure control plan shall be reviewed and updated at least annually and whenever necessary to: (8 CCR [5193](#); 29 CFR [1910.1030](#))

1. Reflect new or modified tasks and procedures affecting occupational exposure

2. Reflect changes in technology that eliminate or reduce exposure to bloodborne pathogens and, to the extent that sharps are used in the district, document consideration and implementation of appropriate commercially available needleless systems and needle devices and sharps with engineered sharps injury protection

3. Include new or revised employee positions with occupational exposure

4. Review and evaluate the exposure incidents which occurred since the previous update

5. Review and respond to information indicating that the exposure control plan is deficient in any area

The district's exposure control plan shall be accessible to employees upon request. (8 CCR [3204](#)(e), [5193](#); 29 CFR [1910.1030](#))

#### Preventive Measures

The Superintendent or designee shall use engineering controls and work practice controls, as defined above, to eliminate or minimize employee exposure to bloodborne pathogens. Engineering controls and work practice controls shall be evaluated on a regular schedule and, as applicable, maintained, replaced, or updated to ensure their effectiveness. (8 CCR [5193](#); 29 CFR [1910.1030](#))

*Whenever potential occupational exposure continues to exist after institution of engineering and work practice controls, the district shall provide, at no cost to the employee, appropriate personal protective equipment. (8 CCR [5193](#); 29 CFR [1910.1030](#))*

*Employees shall observe universal precautions to prevent contact with blood or other potentially infectious materials, including, but not limited to, handwashing, proper use of personal protective equipment, and proper disposal or washing of contaminated garments or objects. (8 CCR [5193](#); 29 CFR [1910.1030](#))*

*Any use of needleless systems, needle devices, or non-needle sharps shall adhere to the specific requirements of 8 CCR [5193\(d\)](#) and 29 CFR [1910.1030](#).*

#### *Pre-Exposure Hepatitis B Vaccination*

*The hepatitis B vaccination and vaccination series shall be made available at no cost to all employees who have occupational exposure. The hepatitis B vaccination shall be made available after an employee with occupational exposure has received the required training and within 10 working days of initial assignment, unless the employee has previously received the complete hepatitis B vaccination series, antibody testing has revealed that the employee is immune, or vaccination is contraindicated for medical reasons. (8 CCR [5193](#); 29 CFR [1910.1030](#))*

*Note: Pursuant to 8 CCR [5193](#) and 29 CFR [1910.1030](#), if the employee declines to accept the hepatitis B vaccination offered by the district, the district must ensure that the employee signs the statement reproduced in the accompanying Exhibit.*

*Employees who decline to accept the vaccination shall sign the hepatitis B declination statement. (8 CCR [5193](#); 29 CFR [1910.1030](#))*

*The Superintendent or designee may exempt from the pre-exposure hepatitis B vaccine designated first aid providers whose primary job assignment is not the rendering of first aid, provided that the district implements the procedures in its exposure control plan for providing hepatitis B vaccine to all unvaccinated first aid providers who have rendered assistance in any situation involving the presence of blood or other potentially infectious materials and provides appropriate follow-up for those who experience an exposure incident. (8 CCR [5193](#))*

#### *Training*

*The Superintendent or designee shall ensure that all employees with occupational exposure participate in a training program at the time of initial assignment to tasks where occupational exposure may take place and at least annually thereafter. The training shall be offered during working hours and at no cost to the employee. (8 CCR [5193](#); 29 CFR [1910.1030](#))*

*The training shall address, at a minimum: (8 CCR [5193](#); 29 CFR [1910.1030](#))*

- 1. The exposure control standard contained in 8 CCR [5193](#) and 29 CFR [1910.1030](#)*
- 2. The epidemiology and symptoms of bloodborne diseases*
- 3. Modes of transmission of bloodborne pathogens*
- 4. The district's exposure control plan and the means by which employees may obtain a copy of the written plan*
- 5. Appropriate methods for recognizing tasks and other activities that may involve exposure to blood and other potentially infectious materials*
- 6. The use and limitations of methods to prevent or reduce exposure, including appropriate engineering controls, administrative or work practice controls, and personal protective equipment*
- 7. The types, proper use, location, removal, handling, decontamination, and disposal of personal protective equipment*
- 8. The basis for selecting personal protective equipment*
- 9. The hepatitis B vaccine, including its efficacy, safety, and method of administration; the benefits of being vaccinated; and that the vaccine will be offered free of charge*

10. *Appropriate actions to take and persons to contact in an emergency or exposure incident involving blood or other potentially infectious materials*

11. *The post-exposure evaluation and follow-up that the district is required to provide for the employee following an exposure incident*

*Additional training shall be provided to affected employees whenever a change, such as the introduction or modification of tasks or procedures or the introduction of new engineering, administrative, or work practice controls, affects the employee's exposure. The additional training may be limited to addressing the new exposures created. (8 CCR [5193](#); 29 CFR [1910.1030](#))*

*Designated first aid providers shall receive training that includes the specifics of reporting first-aid incidents which involve blood or body fluids which are potentially infectious. (8 CCR [5193](#))*

#### *Reporting Incidents*

*All exposure incidents shall be reported as soon as possible to the Superintendent or designee.*

*Unvaccinated designated first aid providers must report any first aid incident involving the presence of blood or other potentially infectious material, regardless of whether an exposure incident occurred, by the end of the work shift. The full hepatitis B vaccination series shall be made available to such employees no later than 24 hours after the first aid incident. (8 CCR [5193](#))*

#### *Sharps Injury Log*

*The Superintendent or designee shall establish and maintain a log recording each exposure incident involving a sharp. (8 CCR [5193](#); 29 CFR [1910.1030](#))*

*The exposure incident shall be recorded within 14 working days of the date the incident is reported to the district. (8 CCR [5193](#))*

*The information recorded shall include the following, if known or reasonably available: (8 CCR [5193](#); 29 CFR [1910.1030](#))*

- 1. Date and time of the exposure incident*
- 2. Type and brand of sharp involved in the exposure incident*
- 3. A description of the exposure incident, including:*
  - a. Job classification of the exposed employee*
  - b. Department or work area where the exposure incident occurred*
  - c. The procedure that the exposed employee was performing at the time of the incident*
  - d. How the incident occurred*
  - e. The body part involved in the incident*
  - f. If the sharp had engineered sharps injury protection, whether the protective mechanism was activated and whether the injury occurred before, during, or after the protective mechanism was activated*
  - g. If the sharp had no engineered sharps injury protection, the injured employee's opinion as to whether and how such a mechanism could have prevented the injury*
  - h. The employee's opinion about whether any other engineering, administrative, or work practice could have prevented the injury*

#### *Post-Exposure Evaluation and Follow-up*

Following a report of an exposure incident, the Superintendent or designee shall immediately make available to the exposed employee, at no cost, a confidential medical evaluation, post-exposure evaluation, and follow-up. The Superintendent or designee shall, at a minimum: (8 CCR [5193](#); 29 CFR [1910.1030](#))

1. Document the route(s) of exposure and the circumstances under which the exposure incident occurred

Note: Pursuant to 8 CCR [5193](#) and 29 CFR [1910.1030](#), the district must identify and document the source individual, unless to do so is not feasible or is prohibited by law. If the source individual provides consent, that individual's blood should be tested as soon as feasible to determine hepatitis B, hepatitis C, or HIV infectivity.

Note: The district should obtain permission from the source individual before disclosing confidential information about that source individual, in accordance with law. Legal counsel should be consulted as necessary to ensure compliance with confidentiality laws.

2. Identify and document the source individual, unless that identification is not feasible or is prohibited by law

3. With the consent of the exposed employee, provide for the collection and testing of the employee's blood for hepatitis B, hepatitis C, and HIV serological status

4. Provide for post-exposure prophylaxis, when medically indicated, as recommended by the U.S. Public Health Service

5. Provide for counseling and evaluation of reported illnesses

The Superintendent or designee shall provide the health care professional responsible for the employee's hepatitis B vaccination with a copy of 8 CCR [5193](#) and 29 CFR [1910.1030](#); a description of the employee's duties as they relate to the exposure incident; documentation of the route(s) of exposure and circumstances under which exposure occurred; results of the source individual's blood testing, if available; and all medical records maintained by the district relevant to the appropriate treatment of the employee, including vaccination status. (8 CCR [5193](#); 29 CFR [1910.1030](#))

The district shall maintain the confidentiality of the affected employee and the exposure source during all phases of the post-exposure evaluation. (8 CCR [5193](#))

(cf. [4119.23/4219.23/4319.23](#) - Unauthorized Release of Confidential/Privileged Information)

(cf. [9011](#) - Disclosure of Confidential/Privileged Information)

#### Records

Upon an employee's initial employment and at least annually thereafter, the Superintendent or designee shall inform employees with occupational exposure of the existence, location, and availability of related records; the person responsible for maintaining and providing access to records; and the employee's right of access to these records. (8 CCR [3204](#))

(cf. [1340](#) - Access to District Records)

(cf. [3580](#) - District Records)

(cf. [4112.9/4212.9/4312.9](#) - Employee Notifications)

The district shall maintain a medical record of each employee with occupational exposure, including the employee's hepatitis B vaccination status, the results of any post-exposure medical examinations and follow-up procedures, a copy of the information provided to the health care professional, and a copy of the health care professional's written opinion. The medical record shall be kept confidential and not disclosed or reported without the employee's written consent to any person within or outside the workplace except as required by law. (8 CCR [5193](#); 29 CFR [1910.1030](#))

Upon request by an employee, or a designated representative with the employee's written consent, the Superintendent or designee shall provide access to a record in a reasonable time, place, and manner, no later than 15 days after the request is made. (8 CCR [3204](#))

Records shall be maintained as follows: (8 CCR [3204](#), [5193](#); 29 CFR [1910.1030](#))

*1. The medical records of each employee with occupational exposure shall be maintained for the duration of employment plus 30 years.*

*2. Training records shall be maintained for three years from the date of training.*

*3. The sharps injury log shall be maintained five years from the date the exposure incident occurred.*

*4. Exposure records shall be maintained for at least 30 years.*

*5. Each analysis using medical or exposure records shall be maintained for at least 30 years.*

*(3/93 7/99) 5/20*

**Personnel**

**Exposure Control Plan for Bloodborne Pathogens**

**Hepatitis B Vaccine Declination**

I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with hepatitis B vaccine, at no charge to myself. However, I decline hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with hepatitis B vaccine, I can receive the vaccination series at no charge to myself.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Employee Name (Please print)

\_\_\_\_\_  
Date



Personnel

*Note: 8 CCR 5193 and 29 CFR 1910.1030 require the district to ensure that the following statement is signed by any employee with occupational exposure to bloodborne pathogens or other potentially infectious materials who declines to accept the hepatitis B vaccination offered by the district.*

*In accordance with 8 CCR 5193 and 29 CFR 1910.1030, the district makes the hepatitis B vaccine available to employees who may reasonably be expected to have contact with blood or other potentially infectious materials in the performance of their duties. Any employee who declines this vaccine is required to read and sign the following statement:*

*I understand that, due to my occupational exposure to blood or other potentially infectious materials, I may be at risk of acquiring hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with hepatitis B vaccine, at no charge to myself. However, I decline hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with hepatitis B vaccine, I can receive the vaccination series at no charge to myself.*

\_\_\_\_\_  
*Employee Name (Please print)*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

(3/93) 5/20



