

**\*\*\*GOVERNOR'S EXECUTIVE ORDER N-25-20\*\*\*  
\*\*RE CORONAVIRUS COVID-19\*\***

**THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.**

**MEMBERS OF THE PUBLIC MAY PARTICIPATE REMOTELY AT THE JUNE 4, 2020 MEETING VIA LIVESTREAM. THE LINK(S) WILL BE PROVIDE 24 HOURS PRIOR TO THE MEETING. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA WILL BE TAKEN VIA LIVESTREAM AT THE TIME INDICATED ON THE AGENDA. PUBLIC COMMENT ON SPECIFIC ITEMS ON THE AGENDA WILL BE TAKEN DURING THE TIME THAT ITEM IS DISCUSSED.**

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING**

Trustees  
*Debbie Crandell, President*  
*Cristy Dawson, Clerk*  
*John Paff*  
*Brian Swanson*  
*Jon Walton*

**DATE:** Thursday, June 4, 2020

**TIME:** 5:30 p.m. Closed Session  
6:30 p.m. Open Session

**LOCATION:** **VIRTUAL MEETING**  
PGUSD is inviting you to a scheduled Zoom meeting.  
Join Zoom Meeting  
<https://pgusd.zoom.us/j/8314567890?pwd=bk1pejNFVzg5WTQwZWZTSjl2RVc4Zz09>  
Meeting ID: 831 456 7890  
Password: 9395093950

Join by SIP  
[8314567890@zoomcrc.com](mailto:8314567890@zoomcrc.com)  
Join by H.323  
162.255.37.11 (US West)  
162.255.36.11 (US East)  
115.114.131.7 (India Mumbai)  
115.114.115.7 (India Hyderabad)  
213.19.144.110 (EMEA)  
103.122.166.55 (Australia)  
209.9.211.110 (Hong Kong SAR)  
64.211.144.160 (Brazil)  
69.174.57.160 (Canada)  
207.226.132.110 (Japan)  
Meeting ID: 831 456 7890  
Password: 9395093950

Pacific Grove Unified School District Office  
435 Hillcrest Avenue  
Pacific Grove, CA 93950

The Board of Education welcomes you to its meetings, which are regularly scheduled for the first and third Thursdays of the month. Regular Board Meetings shall be adjourned by 10:00 pm, unless extended to a specific time determined by a majority of the Board. This meeting may be extended no more than once and may be adjourned to a later date. Individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent at least two days before the meeting date.

Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 435 Hillcrest Avenue, Pacific Grove during normal business hours.

## **AGENDA AND ORDER OF BUSINESS**

### **I. OPENING BUSINESS**

- A. Call to Order
- B. Roll Call
- C. Adoption of Agenda

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

### **II. CLOSED SESSION**

- A. Identify Closed Session Topics

*The Board of Education will meet in Closed Session to consider matters appropriate for Closed Session in accordance with Education and Government Code.*

- 1. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Song Chin-Bendib and Ralph Gómez Porras for the purpose of giving direction and updates.
- 2. Planning and Preparation Meet and Confer: Confidential – Classified Management
- 3. Planning and Preparation Meet and Confer: Management

### **III. RECONVENE IN OPEN SESSION**

- A. Report action taken in Closed Session:

- 1. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Song Chin-Bendib and Ralph Gómez Porras for the purpose of giving direction and updates.
- 2. Planning and Preparation Meet and Confer: Confidential – Classified Management

3. Planning and Preparation Meet and Confer: Management

B. Pledge of Allegiance

**IV. RECOGNITION**

Dr. Deneen Guss, Monterey County Superintendent of Schools and Harvey Kuffner, Monterey County Board of Education Trustee, presentation of Monterey County Board of Education Resolution No. 19-20-18, Honoring and Recognizing Robert Down Elementary School as a 2019 National Blue Ribbon School.

**V. RECOGNITION OF RETIREES**

Matt Bell, 37 years  
Elaine DeMarco, 18 years  
Joel Drucker, 11 years  
Debby Farmer, 14 years  
Lisa Stacks, 23 years  
Maria Taschner, 32 years  
Elyse Thomas, 21 years  
Linda Williams, 26 years

**VI. COMMUNICATIONS**

- A. Written Communication
- B. Board Member Comments
- C. Superintendent Report
- D. PGUSD Staff Comments (Non Agenda Items)

**VII. INDIVIDUALS DESIRING TO ADDRESS THE BOARD**

*Public comment on any item of interest to the public that is within the Board's jurisdiction will be heard. The Board may limit comments to no more than three (3) minutes for each agenda or non-agenda item; a total time for public input on each item is 20 minutes, pursuant to Board Policy 9323. Public comment will also be allowed on each specific action item prior to Board action thereon. This meeting of the Board of Education is a business meeting of the Board, conducted in public. Please note that the Brown Act limits the Board's ability to respond to public comment. The Board may choose to direct items to the Administration for action or place an item on a future agenda.*

**VIII. CONSENT AGENDA**

*Items listed under the Consent Agenda are considered to be routine and/or may have been discussed at a previous Board meeting. **There is no discussion of these items prior to the Board vote unless a member of the Board requests specific items be discussed and/or removed from the Consent Agenda.** Each item on the Consent Agenda approved by the Board of Trustees shall be deemed to have been considered in full and adopted as recommended.*

- A. Minutes of May 21, 2020 Board Meeting  
Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.

- B. Certificated Assignment Order #18 16  
 Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Certificated Assignment Order #18.
- C. Classified Assignment Order #16 18  
 Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Classified Assignment Order #16.
- D. Memorandum of Understanding with North Monterey County Unified School District for Independent Study Program 20  
 Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board review and approve the 2020-21 Memorandum of Understanding (MOU) with North Monterey County Unified School District (NMCUSD) for Independent Study Program.  
 Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_  
 Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

**IX. PUBLIC HEARING I**

- A. Public Hearing for Tentative Agreement with Pacific Grove Teacher’s Association 23  
 Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board hold a Public Hearing for the Tentative Agreement between the Pacific Grove Unified School District and the Pacific Grove Teacher’s Association (PGTA).  
 Open Public Hearing: \_\_\_\_\_ Close Public Hearing: \_\_\_\_\_

**X. ACTION/DISCUSSION A**

- A. Approval of Tentative Agreement with Pacific Grove Teacher’s Association 32  
 Recommendation: (Song Chin-Bendib, Assistant Superintendent) The Administration recommends that the Board review and approve the Tentative Agreement between the Pacific Grove Unified School District and the Pacific Grove Teacher’s Association (PGTA).  
 Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_  
 Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

**XI. PUBLIC HEARING II**

- B. Public Hearing for the District General Fund Budget and All Other Funds for fiscal year 2020-21 41  
 Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board hold a public hearing for the District General Fund Budget and all other Funds for fiscal year 2020-21.  
 Open Public Hearing: \_\_\_\_\_ Close Public Hearing: \_\_\_\_\_



**XII. ACTION/DISCUSSION**

- B. Adoption of the District General Fund Budget and All Other Funds for fiscal year 2020-21 45  
Recommendation: (Song Chin-Bendib, Assistant Superintendent) The District Administration recommends that the Board review and adopt the District General Fund Budget and all other Funds for fiscal year 2020-21.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- C. Covid-19 Operations Written Report 49  
Recommendation: (Ani Silva, Director of Curriculum and Special Projects) The District Administration recommends the Board review and approve the Covid-19 Operations Written Report.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- D. Adoption of the Precalculus Textbook for 12<sup>th</sup> Grade Math, Pearson’s *College Algebra and Trigonometry, 7th Edition (2021)* 56  
Recommendation: (Ani Silva, Director of Curriculum and Special Projects) The District Administration recommends the Board review and approve the 12th grade Precalculus course textbook: *Pearson’s College Algebra and Trigonometry, 7th Edition (2021)*.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- E. Options for July Feeding During COVID-19 Pandemic 60  
Recommendation: (Stephanie Lip, School Nutrition Director) The District Administration recommends the Board review and provide direction on securing meals for families in July during the COVID-19 pandemic.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- F. Approval of Measure A Education Technology Expenditures 62  
Recommendation: (Matthew Binder, Director of Educational Technology; Jonathan Mejia, Technology Systems Coordinator) The District Administration recommends that the Board review and approve Measure A - Education Technology Bond expenditures.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- G. Updates to Board Policies, Regulations and Exhibits from the Parents Rights Handbook 2020-21 66  
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration recommends that the Board review and approve the updates to Board Policies, Regulations and Exhibits from the Parents Rights Handbook.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

- H. Board Calendar/Future Meetings 180  
Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review and possibly modify meeting dates on the attached calendar and determine, given information from the Administration, whether additional Board dates or modifications need to be established.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Trustees: Crandell \_\_\_ Dawson \_\_\_ Paff \_\_\_ Swanson \_\_\_ Walton \_\_\_

### **XIII. INFORMATION/DISCUSSION**

- A. District Update on Response to COVID-19 183  
The District Administration will update the Board, staff and community on current District response and protocols to COVID-19.

Board Direction: \_\_\_\_\_

- B. Future Agenda Items 184  
Recommendation: (Ralph Gómez Porras, Superintendent) The Administration recommends that the Board review the list of future agenda items and direct Administration to add items to the list and/or schedule items for a particular agenda.

- A member of the public requested Dual Language Elementary Program (TBD)
- Board requested teacher housing (TBD)
- Board requested review of current District committees (Will be addressed through District Newsletter/Update)
- A member of the public requested SELPA present on Special Education (Fall 2020)
- Board requested utility bills costs (electric and water) by school site (2020-21)

Board Direction: \_\_\_\_\_

### **XIV. ADJOURNMENT**

Next regular Board meeting: June 18, 2020 – District Office

PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION  
Minutes of Regular Meeting of May 21, 2020 – District Office

**I. OPENED BUSINESS**

- A. Called to Order 5:00 p.m.
- B. Roll Call
  - President: Trustee Crandell
  - Clerk: Trustee Dawson
  - Trustees Present: Trustee Paff  
Trustee Swanson  
Trustee Walton
  - Administration Present: Superintendent Porras  
Asst. Superintendent Chin-Bendib
  - Board Recorder: Mandi Ackerman
  - Student Board Member: Adrian Clark

C. Adopted Agenda

**MOTION Swanson/Crandell to adopt agenda as presented.**  
**Public comment: none**  
**Motion CARRIED by roll call vote 3 – 0**

*Trustee Paff and Trustee Walton were unable to vote due to a technology issue.*

**II. CLOSED SESSION**

- A. Identified Closed Session Topics
  - 1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Matt Bell, Song Chin-Bendib and Ralph Gómez Porras, for the purpose of giving direction and updates.
  - 2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)] Executive session between the public school employer and its designated representatives, Billie Mankey, Song Chin-Bendib and Ralph Gómez Porras for the purpose of giving direction and updates.
  - 3. Continue Superintendent Evaluation
- B. Public comment on Closed Session Topics  
None.
- C. Adjourned to Closed Session 5:03 p.m.

**III. RECONVENED IN OPEN SESSION**

6:31 p.m.

**A. Reported action taken in Closed Session:**

1. Negotiations - Collective Bargaining Session planning and preparation with the PGTA for 2019-20 [Government Code § 3549.1 (d)]

The Board received information and discussed this item.

2. Negotiations - Collective Bargaining Session planning and preparation with the CSEA for 2019-20 [Government Code § 3549.1 (d)]

The Board received information and gave direction to Administration.

3. Continue Superintendent Evaluation

The Board discussed this item.

**B. Pledge of Allegiance**Led By: Trustee Crandell**IV. COMMUNICATIONS****A. Written Communication**

The Board received email communications regarding Local Control Accountability Plan; concerns regarding COVID-19 and Fall reopening of schools; reconfiguration; public comment regarding the last meeting.

**B. Board Member Comments**

Trustee Crandell thanked Pacific Grove Middle School Teacher Brice Gamble for representing the District in the documentary on KSBW on the 9,000 8<sup>th</sup> graders from Monterey County that attended the *Hamilton* play.

Trustee Dawson thanked the teachers, students, and families during this challenging time.

Trustee Paff noted the many school events that were scheduled during this time but were cancelled due to COVID-19, and said this will pass.

Trustee Swanson thanked everyone during this time; spoke about the senior awards ceremony video.

Trustee Walton noted how generous everyone has been; thanked the staff, teachers and parents who are part of the Task Force teams; is excited for the Pacific Grove High School graduation at Laguna Seca.

Pacific Grove High School Student Representative Adrian Clark noted this would be his last Board meeting; said the awards night ceremony video was amazing; announced Gabriel Geraldo will be the new ASB president next year.

Trustee Crandell thanked Student Representative Clark for his work on the Board.

C. Superintendent Report

Superintendent Porras congratulated Student Representative Clark for his work on the Board, saying he was articulate, intelligent, and represented the student body well.

Superintendent Porras also acknowledged California School Employees Association week, thanking the aides, custodians, maintenance, grounds, food service, librarians and support staff for their work.

D. PGUSD Staff Comments (Non Agenda Items)

Pacific Grove High School Principal Matt Bell spoke about the senior awards ceremony video, thanking Counselor Kristin Paris and Librarian Alex Morrison for their work; said it was a great presentation and noted the students were awarded \$220,000 in awards; the link is on the high school website under Counseling; noted the high school graduation ceremony would take place at Laguna Seca with a slow lap around the track.

Director of Curriculum and Special Projects Ani Silva spoke about the District Advisory group and LCAP for 2020-21.

Pacific Grove Middle School Principal Sean Roach said the 6<sup>th</sup> grade teachers were virtually meeting with the 5<sup>th</sup> grade class in preparation for next school year; thanked the custodians for their help during the locker distribution efforts.

Robert Down Elementary School Principal Sean Keller thanked the parents for reaching out regarding Fall reopening of schools.

Robert Down Elementary School Teacher Cristina Renteria thanked Principal Sean Keller.

Forest Grove Elementary School Principal Buck Roggeman echoed Principal Keller's sentiments, thanking the parent community for their input regarding the Fall reopening of schools.

Robert Down Elementary School Teacher Erica Chavez congratulated the PGTA scholarship recipients Robertson Rice, Juliet Perlstein, Wendy Roach, and Tyler Smithtro.

State Preschool Teacher Diane Beron announced the State Preschool received a 5-star rating from Quality Matters of Monterey County.

V. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

Elliott thanked all the teachers that have had to serve as tech support and educators in these tough times. Our teachers have kept our kid's anxiety way down which I cannot thank them for enough

Sarah Chavez said Ms. McBride has been amazing during distance learning with her 8th Grade students. She has sent personal notes home to the students. Enclosed in the notes are stickers and kind comments. It is amazing how this small gift is a token of gold for a middle school student.

Jessica Thompson thanked the District for the great communication and asked that the District continue the updates.

**VI. CONSENT AGENDA**

- A. Minutes of May 7, 2020 Board Meeting
- B. Certificated Assignment Order #17
- C. Classified Assignment Order #15
- D. Warrant Schedules No. 619
- E. Acceptance of Quarterly Treasurer’s Report
- F. E-Waste Pacific Grove Unified School District Equipment

**MOTION Swanson/Paff to approve consent agenda as presented.**

**Public comment: none**

**Motion CARRIED by roll call vote 5 – 0**

**VII. PUBLIC HEARING**

- A. Public Hearing of the Precalculus Textbook for 12<sup>th</sup> Grade Math, Pearson’s *College Algebra and Trigonometry, 7th Edition (2021)*

Open Public Hearing: 6:55 p.m.

Close Public Hearing: 7:09 p.m.

Director of Curriculum and Special Projects Ani Silva presented information to the Board. The Board asked questions about textbooks and distance learning. The Board discussed this item with Director Silva and Pacific Grove High School Teacher Isaac Rubin.

**Public comment: none**

**VIII. ACTION/DISCUSSION**

- A. Special Education Billback Agreement for 2020-21

Assistant Superintendent Song Chin-Bendib presented information to the Board. The Board asked questions and discussed this item, with input from Director of Student Services Clare Davies.

**Public comment:**

The Zeidbergs thanked Director Davies and the Special Education program.

**MOTION Dawson/Paff to approve the Special Education Billback Agreement for 2020-21.**

**Motion CARRIED by roll call vote 5 – 0**

B. Monterey County Office of Education Wide Area Network Memorandum of Understanding Consortium Contract Services

District Technology Systems Coordinator Jonathan Mejia provided a high-level summary to the Board.

**MOTION Dawson/Crandell to approve the Monterey County Office of Education Wide Area Network Memorandum of Understanding Consortium Contract Services.**

**Public comment: none**

**Motion CARRIED by roll call vote 5 – 0**

C. Projection of Summer Feeding During COVID-19 Pandemic

Director of Nutrition Stephanie Lip presented information to the Board. The Board asked questions and discussed this item.

**Public comment:**

Kathleen Lee thanked Trustee Paff for acknowledging the difficult reality that food insecurity is such an issue in our community. Our hospitality industry and overall community have been so hard hit, and we are increasingly seeing more and more families rely on food banks, food pantries and school lunches to feed not just the children but the whole family. Any support for feeding children throughout the year is a deeply humane and important priority.

Jonathan Mejia said he has been helping to distribute meals since the beginning of all this and day after day families have mentioned to us that this really makes the difference in them getting by or not making it.

Aimee noted with unemployment affecting every 1 in 5 individuals she agreed with Trustee Paff, suggested reaching out to families to see if we could get additional parent participation to help. The boards consideration for using funds from the general fund would greatly help the families\kiddos attending PGUSD schools.

Chris Evans suggested I believe it would be a good idea to partner with local businesses with very specific guidelines. Asked who would get the meal coupons and how do you hand them out?

Sara Birkett suggested partnering with the Salvation Army.

Joey Houde said currently any PGUSD student is provided a meal, and asked if it would cut down on cost to provide only to families who qualify? Suggested bringing in a volunteer organization like Nation Charity League to distribute meals.

Karinne Gordon suggested using a volunteer pool to distribute food including PGUSD staff.

Director Ani Silva suggested more volunteers are needed for food distribution.

Heloisa Junqueira said it was a great idea to partner with local restaurants.

Irene Valdez thanked the District for providing meals and making a difference to families.

Kristin Sells worried about how the money would stretch if using local restaurants.

**MOTION Crandell/Paff to approve the Summer Feeding program during COVID-19 and directed Administration to come back to the Board for food distribution for July.**

**Motion CARRIED by roll call vote 5 – 0**

D. Board Calendar/Future Meetings

**No action taken.**

**Public comment: none**

**IX. INFORMATION/DISCUSSION**

A. District Update on Response to COVID-19

Superintendent Porras spoke about receiving information from Monterey County Office of Education, Monterey County Health Department; the amount of student that may be allowed per classroom (12); said students may be brought in as cohorts; creating a schedule that accommodates physical distancing (term replacing social distancing); cohorts are not allowed to mix; facial coverings and mask requirements; providing protective gear for teachers and students; no large gatherings such as multipurpose rooms, libraries, cafeterias, only small gatherings; no playgrounds or outdoor tables; staff safety is important; discussed options such as pure distance learning or blended learning; noted if there is a case of COVID, the Health Department will direct the District on how to proceed; advisory task force groups have formed and are meeting; reconfiguration was discussed; teachers are rising to the challenge.

The Board discussed this item.

More information will be provided and discussed at the Special Board Meeting on June 2, 2020 at 5:30 p.m.

**Public comment:**

Kilene Brosseau asked if a blended program is adopted, will families be able to send their children to BASRP on days that their children are not physically in attendance at school?

Tina Tavares said she agrees with Brosseau, asked what childcare options will be available for parents working full time?

Brittany Brubaker asked if reconfiguration is being considered, what considerations are being taken surround the mental health ramifications this would have on the students? She said the students have already suffered so much loss this year, and fears the loss of the anchor to their school community, peers and staff would interrupt emotional healing and defer their ability to grow academically. How is the district prepared to handle this?

From iPhone asked if the CDC and Monterey County Office of Education guidelines are being treated as mandates and not recommendations? Suggested Superintendent Porras was speaking as if the CDC guidelines are what must be followed until we hear otherwise.



Kristin Sells said teaching online is a novel skill for many teachers, some have excelled and some have struggled with this new medium. Suggested the District over estimate rather than underestimate time needed for teacher training.

Jessica Thompson asked about the full day preschool/daycare program located at the adult school campus and plans for that?

Kilene Brosseau said as a teacher in the District, she would prefer to have more training on distance learning options in June/July, as opposed to the week before school starts to work out any kinks and have time to play around with the programs. Will that be an option for teachers?

Elliott said he is extremely concerned that teachers may have to teach distance and in person which seems like more than two jobs; agrees with a comment made earlier that there is need for standardization of platforms for distance learning which would be critical for sanity of all; if there is some form of blended learning, a lot of thought should go in to what is most important to prioritize for this face time.

Joey Houde asked if the Board is discussing reconfiguration this evening? Said it is a big topic of concern among the community.

Sarah Boyle asked the Board to consider giving each school site the autonomy to choose which platform will work best for their site and students. Google classroom may work well for High School and Middle but is far from ideal for our K-5 students.

Heloisa Junqueira said the District needs to develop back to school plans for students with special medical needs that put them in high risk of developing severe Covid-19 related disease.

Kristy asked if there is a possibility of testing all students and staff before starting school?

Nargess A said as a parent with elementary school kids, believes consistency and stability are on the forefront of what we are looking to our school for- and don't believe that any elementary school reconfigurations, AT THIS TIME, align with that nor would it address the pressing directive of physical social distancing schools need to comply with.

Zee Smith asked how will elementary students be expected to wear masks? Suggested they will cause students to touch their faces or fidget all the time. Asked what would be the penalty if a child breaks social distance? How will staff offer students comfort with distance? How will students go to a new school if necessary when their whole worlds have been uprooted? Consistency is key.

Jeannie Traback thanked Superintendent Porras and Trustee Walton; said there will need to be multiple options happening at the same time next year. Asked how to empower parents with their children's education next year? Asked if it was possible to make PGUSD charter school option for parents who ultimately want to end up back at their local schools but choose homeschool?

Kirsten Raven agreed with some comments above, expressed gratitude to all teachers, staff and others who are working so hard in this very difficult time. Thanked the District for holding space for parents as we catch up in our minds to a whole new reality.

Margaret Rice said as we look at cohorts and alternate schedules, it is critical the District address issues of equity in the groups. To meet that need, hard choices, such as adjusting/limiting the course offerings to provide for the greater good.

Sara Birkett said we have many employees with children in the district, asked will the Reopening Task Forces also consider their unique situations?

Dave Li agreed with Zee, asked how to keep kids wearing masks and avoid touching their faces, eyes and mouths. Said even with 12 kids in a class, still cannot keep social distance, how can we avoid those people might not have symptoms?

Trustee Crandell encouraged the public to attend the virtual Special Board meeting on June 2, at 5:30 p.m.

B. Pacific Grove Unified School District Year-End Safety Update

Director of Student Safety Barbara Martinez provided a review of suspension and expulsions for the current school year.

**Public comment: none**

C. The Governor's May Revision of the 2020-21 State Budget

Assistant Superintendent Song Chin-Bendib presented information to the Board. The Board asked questions and discussed this item.

**Public comment:**

Jessica Thompson thank Assistant Superintendent Chin-Bendib for the budget review, said it was important to note that some of the largest cuts proposed by the Governor were a message to DC as they start negotiating the fourth relief package that is expected to contain significant support for states, hopefully a big chunk earmarked for education. The House of Reps put out a bill that spends \$3T but US Senate leadership indicated today that they want to spend no more than \$1T but ultimately know that the May Revise may be more severe at this point than it ends up.

Jeannie Traback asked if parents do opt out of the District and into local charters for "homeschool" how will that affect the budget for next year?

D. Future Agenda Items

- Re-Opening/ Distance Learning Update Special Meeting (Late May/Early June)
- A member of the public requested Dual Language Elementary Program (TBD)
- Board requested teacher housing (TBD)
- Board requested review of current District committees (Will be addressed through District Newsletter/Update)
- A member of the public requested SELPA present on Special Education (Fall 2020)
- Board requested utility bills costs (electric and water) by school site (2020-21)

The Board added a Special Board Meeting regarding re-opening of schools and distance learning on Tuesday, June 2, 2020 at 5:30 p.m.

The summer food program will return at the regular Board meeting on Thursday, June 4, 2020.

**Public comment: none**

The Board thanked the 125 members of the public that joined the meeting virtually.

Student Representative Adrian Clark made closing remarks including thanking the District for the graduation ceremony at Laguna Seca; discussed his experience on the Board and thanked the Board for allowing him to grow as a speaker, leader and listener.

X. ADJOURNED

\_\_\_\_\_

Approved and submitted:

\_\_\_\_\_

Dr. Ralph Gómez Porras  
Secretary to the Board

- Consent  
 Information/Discussion  
 Action/Discussion

**SUBJECT:** Certificated Assignment Order #18

**DATE:** June 4, 2020

**PERSON(S) RESPONSIBLE:** Billie Mankey, Director II, Human Resources

Page 1 of 2

**RECOMMENDATION:**

The administration recommends adoption of Certificated Assignment Order #18.

**BACKGROUND:**

Under Board Policies #4200 and #4211, the Human Resource Office is directed by the Superintendent and the Board of Education to employ the most highly qualified person available for each position. Recruitment and selection procedures include dissemination of vacancy announcements to newspapers, trade journals, the internet through the Pacific Grove Unified School District website, Monterey County Office of Education website and other recruitment websites in California. The recommendation to hire a selected candidate is made after weighing the information obtained by the complete application package, the interview process, and confidential reference checks. No inquiry is made with regard to the age, sex, race, color, religion, national origin, disability or sexual orientation.

**INFORMATION:**

Persons listed in the Certificated Assignment Order are being recommended to the Board of Education for employment in the District. No individual is recommended to the Board of Education for employment prior to receipt of the criminal background summary.

**FISCAL IMPACT:**

Funding has been approved and allocated for these items.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
CERTIFICATED PERSONNEL ASSIGNMENT ORDER NO. 18  
June 4, 2020**

**NEW HIRE:**

Lito Garcia, PGHS, Principal, full-time, 1.0 FTE, Management Salary Schedule Step 6, effective July 1, 2020 (replaces retiree Matt Bell)

Valerie Hooper, PGMS, Math teacher, full time, 1.0 FTE, Column IV Step 2, + MA, effective July 31, 2020 (replaces retiree Elaine DeMarco)

**TEMPORARY NEW HIRE:**

Angelee Brockmeyer, RDE, Temporary Elementary (4<sup>th</sup> Grade), 1.0 FTE, Column IV, Step 8, + MA, effective July 31, 2020 through May 28, 2021 only (based on student enrollment)

**TEMPORARY ASSIGNMENT RENEWAL/INCREASE IN ASSIGNMENT:**

Jenn Erickson, PGHS, CTE Culinary Teacher, from 1.0 FTE to 1.2 FTE, Column III, Step 7, effective August 2, 2020 through May 28, 2021 only (increase is CTEIG funded)

Matt Kelly, PGHS, CTE Art Teacher, 0.60 FTE, Column VI, Step 27, effective August 2, 2020 through May 28, 2021 only

Tony Payan, PGHS, CTE Medical Occupations Teacher, Column VI/12 + MA, effective August 2, 2020 through May 28, 2021 only

Celia Lara, PGHS, CTE Photography Teacher, Column VI/9+MA, effective August 2, 2020 through May 28, 2021 only

**2020 SUMMER SCHOOL STAFFING, June 4, 2020 through June 31, 2020**

<b><u>EMPLOYEE</u></b>	<b><u>POSITION</u></b>	<b><u>HOURS</u></b>	<b><u>FUNDING</u></b>
Revised; Patty Bloomer, Andrea Webb	Shared Summer School Teaching Position	.50 FTE 2 weeks each	Paid per time sheet at the hourly instructional rate, GF

**RETIREMENT:**

Linda Williams, RDE Teacher and former Principal, retires after 26 years of successful service with the Pacific Grove Unified School District, effective May 30, 2020

- Consent
- Information/Discussion
- Action/Discussion

**SUBJECT:** Classified Assignment Order #16

**DATE:** June 4, 2020

**PERSON(S) RESPONSIBLE:** Billie Mankey, Director II, Human Resources

**Page 1 of 2**

**RECOMMENDATION:**

The administration recommends adoption of Classified Assignment Order #16

**BACKGROUND:**

Under Board Policies #4200 and #4211, the Human Resource Office is directed by the Superintendent and the Board of Education to employ the most highly qualified person available for each position. Recruitment and selection procedures include dissemination of vacancy announcements to newspapers, trade journals, the internet through the Pacific Grove Unified School District website, Monterey County Office of Education website and other recruitment websites in California. The recommendation to hire a selected candidate is made after weighing the information obtained by the complete application package, the interview process, and confidential reference checks. No inquiry is made with regard to the age, sex, race, color, religion, national origin, disability or sexual orientation.

**INFORMATION:**

Persons listed in the Classified Assignment Order are being recommended to the Board of Education for employment in the District. No individual is recommended to the Board of Education for employment prior to receipt of the criminal background summary.

**FISCAL IMPACT:**

Funding has been approved and allocated for these items.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
CLASSIFIED PERSONNEL ASSIGNMENT ORDER NO. 16  
June 4, 2020**

**Page 2 of 2**

**RETIREMENT:**

Maria Taschner, BASRP Recreation Attendant, 4 hrs./day/180-day work calendar and PGHS Food Service II, 3.25 hrs./day/180-day work calendar retires effective May 29, 2020 after 32 successful years of service with the Pacific Grove Unified School District

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

**SUBJECT:** Memorandum of Understanding with North Monterey County Unified School District for Independent Study Program

**DATE:** June 4, 2020

**PERSON RESPONSIBLE:** Song Chin-Bendib, Assistant Superintendent for Business Services

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**RECOMMENDATION:**

The Administration recommends that the Board review and approve the 2020-21 Memorandum of Understanding (MOU) with North Monterey County Unified School District (NMCUSD) for Independent Study Program.

**BACKGROUND and INFORMATION:**

For many years the district has housed the Independent Study Program which is under the direction of North Monterey County Unified. This program currently meets in Room E-3 at the David Avenue site. The lease payment is \$1 per year, plus \$100 per month for custodial services.

In return for the nominal lease agreement, Pacific Grove students who wish to attend an independent study program may attend theirs by applying for an inter-district transfer. In the 2019-20 school year, there are four PGUSD students who have transferred to independent study for various reasons.

**FISCAL IMPACT:**

None



**Memorandum of Understanding (MOU)**

Between  
 Pacific Grove Unified School District  
 and  
 North Monterey County Unified School District

**A. PURPOSE**

The purpose of this Memorandum of Understanding (hereinafter called “MOU”) is to establish and document a relationship between Pacific Grove Unified School District (PGUSD) and North Monterey County Unified School District (NMCUSD), hereinafter collectively referred to as the “Parties,” for the purpose of creating a lease agreement to benefit students in the NMCUSD Independent Study Program. The NMCUSD Independent Study Program agrees to accept students from PGUSD who meet the requirements agreed upon by both parties.

**B. PREMISES**

For the purposes of this MOU, the premises are identified as Classroom #E-3 at the David Avenue School, 1004 David Avenue, Pacific Grove, CA 93950.

**C. LEASE TERM**

The lease term shall be July 1, 2020 through June 30, 2021.

**D. LEASE DEPOSIT AND PAYMENT**

For use of the premises, NMCUSD will pay to PGUSD a lease deposit in the amount of \$1,000 and a lease payment in the amount of \$1 per year. In addition, NMCUSD will pay PGUSD \$100 per month for basic custodial services.

**E. USE OF PREMISES**

NMCUSD accepts full responsibility for the use of the premises during the term of this lease. PGUSD understands only that NMCUSD proposes to conduct an independent study program within the premises and takes no responsibility for said operation.

**F. PREMISES CONDITION**

NMCUSD accepts the condition of the premises as is and in no way expects PGUSD to modify the existing condition of the premises as a condition of this lease agreement.

**G. TERMINATION**

PGUSD shall, at its sole discretion, have the right to terminate this agreement subject to a 90-day written notice, which must be provided to NMCUSD prior to April 1, of each year.

**H. AUTHORIZED REPRESENTATIVES**

Correspondence and communication regarding this agreement and use of the premises shall be conducted only through authorized representatives of PGUSD and NMCUSD and shall not be delegated to persons who are not employees of PGUSD or NMCUSD.

**I. INDEMNIFICATION**

PGUSD shall indemnify, hold harmless and defend North Monterey County Unified School District, Independent Study, and its trustees, officers, employees and agents from and against every claim, demand and/or liability which may be made by reason of the negligent acts or omission(s) of the Pacific Grove Unified School District in its performance of this MOU.

North Monterey County Unified School District shall indemnify, hold harmless and defend PGUSD and its trustees, officers, employees and agents from and against every claim, demand and/or liability which may be made by reason of the negligent acts or omission(s) of North Monterey County Unified School District, Independent Study, and/or its employees or agents in their performance of this MOU.

**J. INSURANCE**

North Monterey County Unified School District shall at its sole cost and expense, procure and maintain throughout the term of this MOU policies of general liability insurance and property and casualty insurance during the performance of the MOU.

1. Comprehensive General Liability insurance providing coverage against claims for Bodily Injury or Death, and Property Damage. Such insurance shall provide protection to the limit of not less than \$1,000,000 combined single limit for Bodily Injury and Property Damage.
2. Workers' Compensation insurance statutory coverage including Employers Liability with limits of not less than \$1,000,000.
3. Comprehensive Automobile Liability with limits not less than \$1,000,000 each occurrence, combined single limit for Bodily Injury and Property Damage, including coverage for owned, non-owned and hired vehicles.

North Monterey County Unified School District shall notify Pacific Grove Unified School District at least thirty (30) days prior to cancellation or non-renewal of any such insurance.

*Agreement to the above conditions and acceptance of this MOU is confirmed by the execution of the document by the authorized representatives below.*

---

Authorized Representative, PGUSD Date

---

Authorized Representative, NMCUSD Date

- Consent  
 Action/Discussion  
 Information/Discussion  
 Public Hearing

**SUBJECT:** Public Hearing of Tentative Agreements with Pacific Grove Teachers Association

**DATE:** June 4, 2020

**PERSON RESPONSIBLE:** Song Chin-Bendib, Assistant Superintendent for Business Services

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**RECOMMENDATION:**

The District Administration recommends that the Board hold a public hearing for the Tentative Agreements between the Pacific Grove Unified School District and the Pacific Grove Teachers Association (PGTA)

**BACKGROUND:**

All changes to contracts between the District and employee groups require a public hearing and approval by the Board. In addition, AB 1200 requires the District to submit details of all negotiated salary agreements to the Monterey County Office of Education (MCOE) for their review and approval ten days prior to the Board action.

**INFORMATION:**

MCOE has reviewed and approved the AB 1200 documents reflecting the compensation settlement agreement between Pacific Grove USD and PG TA.

There are two Tentative Agreements: one is for non-compensation and the second one, compensation:

1. An agreement effective for the 2019-20 school year, to the following changes in the Master Contract Agreement between Pacific Grove Unified School District and Pacific Grove Teachers Association July 1, 2017 – June 30, 2019:
  - a. VIII. Hours of Employment
  - b. VII. Organizational Security
  - c. V: Leaves
  
2. The Pacific Grove Unified School District (District) and the Pacific Grove Teachers Association (PG TA) agree to resolve all issues regarding compensation for the 2019-2020 school year on the following terms and conditions:
  - a. The District will increase the PG TA base salary schedules (Exhibits 4 and 5) by two percent (2.00%) retroactive to July 1, 2019
  - b. In addition, the District will increase its contribution for health insurance premiums by \$350 per year for employee-only raising the amount of district contribution to \$3,350 (from \$3,000) and raising the amount of dependent coverage to \$4,624 (from \$4,274)

**FISCAL IMPACT:**

2019-20 # 2.a. = \$353,667

2019-20 #2.b. = \$37,153

Total for 2019-20 = \$390,820



www.pgusd.org

PUBLIC HEARING A  
**PACIFIC GROVE UNIFIED SCHOOL DISTRICT**  
**435 Hillcrest Avenue Pacific Grove, CA 93950**

**Ralph Gomez Porras**  
**Superintendent**  
(831) 646-6520  
Fax (831) 646-6500  
rporras@pgusd.org

**Song Chin-Bendib**  
**Assistant Superintendent**  
Business Services  
(831) 646-6509  
schinbendib@pgusd.org

## **PUBLIC HEARING NOTICE**

In accordance with AB 1200 (Chapter 1213/1991), GC 3547.5 and CCR, Title V, Section 15449, the Pacific Grove Unified School District Governing Board will hold a public hearing on Thursday, June 4, 2020, regarding

### **PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENTS FOR PACIFIC GROVE TEACHERS ASSOCIATION (PGTA)**

The hearing will be held during the regular Board meeting, which begins at 6:30 p.m. Please visit our website at [www.pgusd.org](http://www.pgusd.org) for the link to attend the meeting virtually.

Copies of the Collective Bargaining Agreement will be available for public viewing beginning June 1, 2020, through June 4, 2020. For more information, please contact Song Chin-Bendib, Assistant Superintendent for Business Services at 646-6509.

Posted: May 29, 2020

**Pacific Grove Unified School District  
And  
Pacific Grove Teachers Association  
Negotiations**

**TENTATIVE AGREEMENT**

The Pacific Grove Unified School District ("District") and Pacific Grove Teachers Association ("PGTA") (collectively referred to as "the parties") agree to the following terms ("Agreement") for the 2019-2020 school year.

An agreement effective for the 2019-20 school year, to the following changes in the Master Contract Agreement between Pacific Grove Unified School District and Pacific Grove Teachers Association July 1, 2017 – June 30, 2019:

1. The following modified language will be inserted into the contract as Section VIII replacing lines 10-14 in the existing Section VIII:

**VIII. HOURS OF EMPLOYMENT**

**A. Length of Work Year**

1. Line 10 - Exceptions to the 185 day work year are as follows:
  - a. New Employees: An additional one (1) day to precede the regular work year.
  - b. Counselors: An additional ten (10) days to precede or follow the regular work year.
  - c. Psychologist: An additional eighteen (18) days to be spent before or after the regular work year, depending upon the needs of the parents, students, and District as determined by the individual psychologist.

The following modified language will be inserted into Exhibit 5 fully replacing the notes as follows:

Additional units must be obtained following the completion of a degree. The salary schedule provides for an extended school year that includes 18 additional days beyond that required of teachers. An employee within the district who assumes the

position of school psychologist will be placed on the next highest level on the schedule above his current annual salary.

The header of exhibit 5 shall be fully replaced by the following:

Pacific Grove Unified School District  
Psychologist Salary Schedule 2019/2020  
203 Work Days

2. The following modified language will be inserted into the contract as Section VII fully replacing the existing Section VII

## VII. ORGANIZATIONAL SECURITY

### A. Dues Deduction

1. Any unit member who is a member of the PGTA, CTA/NEA, or who has applied for membership, may sign and deliver to the District an assignment authorizing deduction of unified membership dues, initiation fees and general assessments in the Association. Pursuant to such authorization, the District shall deduct one-tenth (1/10) of such dues from the regular salary check of the unit member each month for ten (10) months. Deductions for unit members who sign such authorization after the commencement of the school year shall be appropriately prorated to complete payments by the end of the school year. Deductions will remain in force until changes are made in the law or by a written direction by the employee to the Pacific Grove Teachers Association (the Association) and subsequent notification by the Association to the District.
2. With respect to all sums deducted by the District pursuant to Paragraph 1, the District agrees promptly to remit such monies to the Association accompanied by an alphabetical list of unit members for whom such deductions have been made, and indicating any changes in personnel from the list previously furnished. Any revocation of union membership shall fall under the purview of the Association. In the event a unit member wishes to revoke their membership, the District shall refer them to the Association.
3. The Association agrees to furnish any information needed by the District to fulfill the provisions of this Article.

### B. Access to Bargaining Unit Members

1. Each time a person is newly employed in a position in the bargaining unit, the District shall inform them of their employment status, rights, benefits, duties and responsibilities, and other employment-related matters.
2. The District shall schedule any new bargaining unit member orientations for all newly hired bargaining unit members to take place during the new bargaining unit member's contract day.
3. The District shall provide written notice of the date, time and location of all bargaining unit member orientations/onboarding meetings, by certified or electronic mail, to the Association president and vice president no later than twenty-one (21) calendar days in advance of the annual orientation meeting(s) or ten (10) days in advance of other orientation/onboarding meetings that may occur throughout that year. In the event the District is unable to comply with the stated advance notice, the Association shall be provided as much notice as possible but no less than two work days.
4. The Association shall be provided no more than sixty (60) minutes of uninterrupted time to communicate with bargaining unit members at all new bargaining unit member orientations/onboarding meetings. The orientation session will be held at a mutually agreeable time on District property during the work day of the employee(s), who shall be given time to attend. District administration may excuse themselves during Association time.
5. The Association is entitled to invite California Teachers Association (CTA) endorsed vendors and CTA staff to the Association portion of new bargaining unit member orientations/onboarding meetings and will have access to District audio visual equipment for Association presentations.
6. The following new bargaining unit member information as provided by the new member shall be delivered to the Association president in digital Excel format and hard copy, sorted by seniority date, no later than 30 days after the date of hire:
  - a. Name
  - b. Home Address
  - c. Phone Numbers – work, home and cellular
  - d. Personal (non-District) Email Addresses
  - e. School Site
  - f. Assignment: secondary/elementary
  - g. Date of Hire
  - h. Seniority Date
  - i. Full time Equivalent (FTE) status

- j. Employment Status (i.e., Probationary, Permanent, Temporary, etc.)
- k. Type of Credential (i.e., Clear, Preliminary, Short-Term Staff Permit, Provisional Internship Permit "PIP" or College Internship, etc.)

7. In addition, three times a year (September, January, and May), the District shall deliver to the Association president the following information as provided by the member in digital Excel format for all bargaining unit members:

- a. Name
- b. Home Address
- c. Phone Numbers – work, home and cellular
- d. Personal (non-District) Email Addresses
- e. School Site
- f. Assignment: secondary/elementary
- g. Date of Hire
- h. Seniority Date
- i. Full time Equivalent (FTE) status

8. This shall be subject to the grievance and arbitration article of the Collective Bargaining Agreement between the parties.

3. The following modified language will be inserted into the contract as Section V fully replacing section D in the existing Section V:

#### Article V: LEAVES

##### D. Parental Bonding Leave:

Per 44977.5. (a) During each school year, when a person employed in a position requiring certification qualifications has exhausted all available sick leave, including all accumulated sick leave, and continues to be absent from his or her duties on account of maternity or paternity leave pursuant to Section 12945.2 of the Government Code for a period of up to 12 school weeks, whether or not the absence arises out of or in the course of the employment of the employee, the amount deducted from the salary due him or her for any of the additional 12 weeks in which the absence occurs shall not exceed the sum that is actually paid a substitute employee employed to fill his or her position during his or her absence or, if no substitute employee was employed, the amount that would have been paid to the substitute had he or she been employed. The school district shall make every reasonable effort to secure the services of a substitute employee. As provided under 44977.5(e), this leave extends coverage for non-birthing parents.

(b) For purposes of subdivision (a):



(1) The 12-week period shall be reduced by any period of sick leave, including accumulated sick leave, taken during a period of maternity or paternity leave pursuant Section 12945.2 of the Government Code.

(2) An employee shall not be provided more than one 12-week period per maternity or paternity leave. However, if a school year terminates before the 12-week period is exhausted, the employee may take the balance of the 12-week period in the subsequent school year.

(3) An employee on maternity or paternity leave pursuant to Section 12945.2 of the Government Code shall not be denied access to differential pay while on that leave.

(c) For purposes of this section, "maternity or paternity leave" means leave for reason of the birth of a child of the employee, or the placement of a child with an employee in connection with the adoption or foster care of the child by the employee.

(d) In the event the amount of a substitute exceeds the cost of a unit member's daily rate of pay, then the unit member will receive no less than 50 percent of their regular salary.

(e) A person employed in a position requiring certification qualifications shall not be provided more than one 12-week period for parental leave during any 12-month period.

4. The *PGUSD Psych Eval Form Final*, *PGUSD School Counselor Eval Form Final*, and the *PGUSD Speech and Lang Eval Form Final* will be inserted into the revised contract as Exhibits 11p, 11q, and 11r respectively and will be used instead of the auxiliary personnel evaluation forms for the designated personnel.
5. The following modified language will be inserted into the contract in Section IX D 3b3 fully replacing the existing language on line 10 "...instructional objectives, standards of performance, and assessment techniques (Exhibit 11)".

"...strengths, teaching standards, and areas for growth (Exhibit 11)."

Ratification: This Agreement shall take effect and become binding on the Parties upon ratification by the PGUSD Governing Board and PGTA.

DISTRICT	Date	PGTA	Date
<i>[Signature]</i>	5/18/2020		
<i>[Signature]</i>			

**Pacific Grove Unified School District  
And  
Pacific Grove Teachers Association  
Negotiations  
TENTATIVE AGREEMENT**

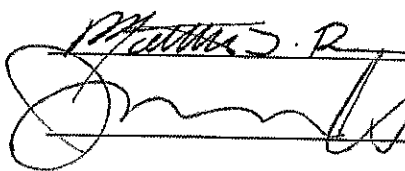
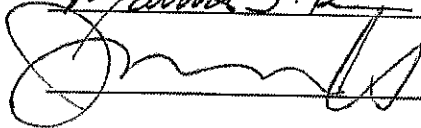
The Pacific Grove Unified School District (District) and the Pacific Grove Teachers Association (PGTA) agree to resolve all issues regarding compensation for the 2019-2020 school year on the following terms and conditions:

1. The District will increase the PGTA base salary schedules (Exhibits 4 and 5) by two percent (2.00%) retroactive to July 1, 2019.
2. In addition, the District will increase its contribution for health insurance premiums by \$350 per year for employee-only raising the amount of district contribution to \$3,350 (from \$3,000) and raising the amount of dependent coverage to \$4,624 (from \$4,274).

This Tentative Agreement in combination with the Tentative Agreement Without Salary signed May 18, 2020 regarding changes in contract provisions, concludes all negotiations for the 2019-2020 school year.

Dated: May 19, 2020

Ratification: This Agreement shall take effect and become binding on the Parties upon ratification by the PGUSD Governing Board and PGTA.

DISTRICT	Date	PGTA	Date
	05/19/2020		
	5/19/2020		

- Consent  
 Action/Discussion  
 Information/Discussion  
 Public Hearing

**SUBJECT:** Approval of Tentative Agreements with Pacific Grove Teachers Association

**DATE:** June 4, 2020

**PERSON RESPONSIBLE:** Song Chin-Bendib, Assistant Superintendent for Business Services

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**RECOMMENDATION:**

The District Administration recommends that the Board review and approve the Tentative Agreements between the Pacific Grove Unified School District and the Pacific Grove Teachers Association (PGTA)

**BACKGROUND:**

All changes to contracts between the District and employee groups require a public hearing and approval by the Board. In addition, AB 1200 requires the District to submit details of all negotiated salary agreements to the Monterey County Office of Education (MCOE) for their review and approval ten days prior to the Board action.

**INFORMATION:**

MCOE has reviewed and approved the AB 1200 documents reflecting the compensation settlement agreement between Pacific Grove USD and PG TA.

There are two Tentative Agreements: one is for non-compensation and the second one, compensation:

1. An agreement effective for the 2019-20 school year, to the following changes in the Master Contract Agreement between Pacific Grove Unified School District and Pacific Grove Teachers Association July 1, 2017 – June 30, 2019:
  - a. VIII. Hours of Employment
  - b. VII. Organizational Security
  - c. V: Leaves
  
2. The Pacific Grove Unified School District (District) and the Pacific Grove Teachers Association (PG TA) agree to resolve all issues regarding compensation for the 2019-2020 school year on the following terms and conditions:
  - a. The District will increase the PG TA base salary schedules (Exhibits 4 and 5) by two percent (2.00%) retroactive to July 1, 2019
  - b. In addition, the District will increase its contribution for health insurance premiums by \$350 per year for employee-only raising the amount of district contribution to \$3,350 (from \$3,000) and raising the amount of dependent coverage to \$4,624 (from \$4,274)

**FISCAL IMPACT:**

2019-20 # 2.a. = \$353,667

2019-20 #2.b. = \$37,153

Total for 2019-20 = \$390,820



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ACTION/DISCUSSION A

# PACIFIC GROVE UNIFIED SCHOOL DISTRICT

**435 Hillcrest Avenue    Pacific Grove, CA 93950**

**Ralph Gomez Porras**  
**Superintendent**  
(831) 646-6520  
Fax (831) 646-6500  
rporras@pgusd.org

**Song Chin-Bendib**  
**Assistant Superintendent**  
Business Services  
(831) 646-6509  
schinbendib@pgusd.org

## PUBLIC HEARING NOTICE

In accordance with AB 1200 (Chapter 1213/1991), GC 3547.5 and CCR, Title V, Section 15449, the Pacific Grove Unified School District Governing Board will hold a public hearing on Thursday, June 4, 2020, regarding

### PUBLIC DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENTS FOR PACIFIC GROVE TEACHERS ASSOCIATION (PGTA)

The hearing will be held during the regular Board meeting, which begins at 6:30 p.m. Please visit our website at [www.pgusd.org](http://www.pgusd.org) for the link to attend the meeting virtually.

Copies of the Collective Bargaining Agreement will be available for public viewing beginning June 1, 2020, through June 4, 2020. For more information, please contact Song Chin-Bendib, Assistant Superintendent for Business Services at 646-6509.

Posted: May 29, 2020

**Pacific Grove Unified School District  
And  
Pacific Grove Teachers Association  
Negotiations**

**TENTATIVE AGREEMENT**

The Pacific Grove Unified School District ("District") and Pacific Grove Teachers Association ("PGTA") (collectively referred to as "the parties") agree to the following terms ("Agreement") for the 2019-2020 school year.

An agreement effective for the 2019-20 school year, to the following changes in the Master Contract Agreement between Pacific Grove Unified School District and Pacific Grove Teachers Association July 1, 2017 – June 30, 2019:

1. The following modified language will be inserted into the contract as Section VIII replacing lines 10-14 in the existing Section VIII:

**VIII. HOURS OF EMPLOYMENT**

**A. Length of Work Year**

1. Line 10 - Exceptions to the 185 day work year are as follows:
  - a. New Employees: An additional one (1) day to precede the regular work year.
  - b. Counselors: An additional ten (10) days to precede or follow the regular work year.
  - c. Psychologist: An additional eighteen (18) days to be spent before or after the regular work year, depending upon the needs of the parents, students, and District as determined by the individual psychologist.

The following modified language will be inserted into Exhibit 5 fully replacing the notes as follows:

Additional units must be obtained following the completion of a degree. The salary schedule provides for an extended school year that includes 18 additional days beyond that required of teachers. An employee within the district who assumes the

position of school psychologist will be placed on the next highest level on the schedule above his current annual salary.

The header of exhibit 5 shall be fully replaced by the following:

Pacific Grove Unified School District  
Psychologist Salary Schedule 2019/2020  
203 Work Days

2. The following modified language will be inserted into the contract as Section VII fully replacing the existing Section VII

## VII. ORGANIZATIONAL SECURITY

### A. Dues Deduction

1. Any unit member who is a member of the PGTA, CTA/NEA, or who has applied for membership, may sign and deliver to the District an assignment authorizing deduction of unified membership dues, initiation fees and general assessments in the Association. Pursuant to such authorization, the District shall deduct one-tenth (1/10) of such dues from the regular salary check of the unit member each month for ten (10) months. Deductions for unit members who sign such authorization after the commencement of the school year shall be appropriately prorated to complete payments by the end of the school year. Deductions will remain in force until changes are made in the law or by a written direction by the employee to the Pacific Grove Teachers Association (the Association) and subsequent notification by the Association to the District.
2. With respect to all sums deducted by the District pursuant to Paragraph 1, the District agrees promptly to remit such monies to the Association accompanied by an alphabetical list of unit members for whom such deductions have been made, and indicating any changes in personnel from the list previously furnished. Any revocation of union membership shall fall under the purview of the Association. In the event a unit member wishes to revoke their membership, the District shall refer them to the Association.
3. The Association agrees to furnish any information needed by the District to fulfill the provisions of this Article.

### B. Access to Bargaining Unit Members

1. Each time a person is newly employed in a position in the bargaining unit, the District shall inform them of their employment status, rights, benefits, duties and responsibilities, and other employment-related matters.
2. The District shall schedule any new bargaining unit member orientations for all newly hired bargaining unit members to take place during the new bargaining unit member's contract day.
3. The District shall provide written notice of the date, time and location of all bargaining unit member orientations/onboarding meetings, by certified or electronic mail, to the Association president and vice president no later than twenty-one (21) calendar days in advance of the annual orientation meeting(s) or ten (10) days in advance of other orientation/onboarding meetings that may occur throughout that year. In the event the District is unable to comply with the stated advance notice, the Association shall be provided as much notice as possible but no less than two work days.
4. The Association shall be provided no more than sixty (60) minutes of uninterrupted time to communicate with bargaining unit members at all new bargaining unit member orientations/onboarding meetings. The orientation session will be held at a mutually agreeable time on District property during the work day of the employee(s), who shall be given time to attend. District administration may excuse themselves during Association time.
5. The Association is entitled to invite California Teachers Association (CTA) endorsed vendors and CTA staff to the Association portion of new bargaining unit member orientations/onboarding meetings and will have access to District audio visual equipment for Association presentations.
6. The following new bargaining unit member information as provided by the new member shall be delivered to the Association president in digital Excel format and hard copy, sorted by seniority date, no later than 30 days after the date of hire:
  - a. Name
  - b. Home Address
  - c. Phone Numbers – work, home and cellular
  - d. Personal (non-District) Email Addresses
  - e. School Site
  - f. Assignment: secondary/elementary
  - g. Date of Hire
  - h. Seniority Date
  - i. Full time Equivalent (FTE) status



- j. Employment Status (i.e., Probationary, Permanent, Temporary, etc.)
- k. Type of Credential (i.e., Clear, Preliminary, Short-Term Staff Permit, Provisional Internship Permit "PIP" or College Internship, etc.)

7. In addition, three times a year (September, January, and May), the District shall deliver to the Association president the following information as provided by the member in digital Excel format for all bargaining unit members:

- a. Name
- b. Home Address
- c. Phone Numbers – work, home and cellular
- d. Personal (non-District) Email Addresses
- e. School Site
- f. Assignment: secondary/elementary
- g. Date of Hire
- h. Seniority Date
- i. Full time Equivalent (FTE) status

8. This shall be subject to the grievance and arbitration article of the Collective Bargaining Agreement between the parties.

3. The following modified language will be inserted into the contract as Section V fully replacing section D in the existing Section V:

#### Article V: LEAVES

##### D. Parental Bonding Leave:

Per 44977.5. (a) During each school year, when a person employed in a position requiring certification qualifications has exhausted all available sick leave, including all accumulated sick leave, and continues to be absent from his or her duties on account of maternity or paternity leave pursuant to Section 12945.2 of the Government Code for a period of up to 12 school weeks, whether or not the absence arises out of or in the course of the employment of the employee, the amount deducted from the salary due him or her for any of the additional 12 weeks in which the absence occurs shall not exceed the sum that is actually paid a substitute employee employed to fill his or her position during his or her absence or, if no substitute employee was employed, the amount that would have been paid to the substitute had he or she been employed. The school district shall make every reasonable effort to secure the services of a substitute employee. As provided under 44977.5(e), this leave extends coverage for non-birthing parents.

(b) For purposes of subdivision (a):

(1) The 12-week period shall be reduced by any period of sick leave, including accumulated sick leave, taken during a period of maternity or paternity leave pursuant Section 12945.2 of the Government Code.

(2) An employee shall not be provided more than one 12-week period per maternity or paternity leave. However, if a school year terminates before the 12-week period is exhausted, the employee may take the balance of the 12-week period in the subsequent school year.

(3) An employee on maternity or paternity leave pursuant to Section 12945.2 of the Government Code shall not be denied access to differential pay while on that leave.

(c) For purposes of this section, "maternity or paternity leave" means leave for reason of the birth of a child of the employee, or the placement of a child with an employee in connection with the adoption or foster care of the child by the employee.

(d) In the event the amount of a substitute exceeds the cost of a unit member's daily rate of pay, then the unit member will receive no less than 50 percent of their regular salary.

(e) A person employed in a position requiring certification qualifications shall not be provided more than one 12-week period for parental leave during any 12-month period.

4. The *PGUSD Psych Eval Form Final*, *PGUSD School Counselor Eval Form Final*, and the *PGUSD Speech and Lang Eval Form Final* will be inserted into the revised contract as Exhibits 11p, 11q, and 11r respectively and will be used instead of the auxiliary personnel evaluation forms for the designated personnel.
5. The following modified language will be inserted into the contract in Section IX D 3b3 fully replacing the existing language on line 10 "...instructional objectives, standards of performance, and assessment techniques (Exhibit 11)".

"...strengths, teaching standards, and areas for growth (Exhibit 11)."

Ratification: This Agreement shall take effect and become binding on the Parties upon ratification by the PGUSD Governing Board and PGTA.

DISTRICT	Date	PGTA	Date
<i>[Signature]</i>	5/18/2020		
<i>[Signature]</i>			

**Pacific Grove Unified School District  
And  
Pacific Grove Teachers Association  
Negotiations  
TENTATIVE AGREEMENT**

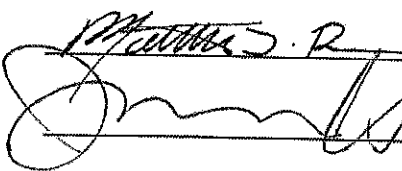
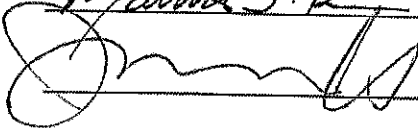
The Pacific Grove Unified School District (District) and the Pacific Grove Teachers Association (PGTA) agree to resolve all issues regarding compensation for the 2019-2020 school year on the following terms and conditions:

1. The District will increase the PGTA base salary schedules (Exhibits 4 and 5) by two percent (2.00%) retroactive to July 1, 2019.
2. In addition, the District will increase its contribution for health insurance premiums by \$350 per year for employee-only raising the amount of district contribution to \$3,350 (from \$3,000) and raising the amount of dependent coverage to \$4,624 (from \$4,274).

This Tentative Agreement in combination with the Tentative Agreement Without Salary signed May 18, 2020 regarding changes in contract provisions, concludes all negotiations for the 2019-2020 school year.

Dated: May 19, 2020

Ratification: This Agreement shall take effect and become binding on the Parties upon ratification by the PGUSD Governing Board and PGTA.

DISTRICT	Date	PGTA	Date
	05/19/2020		
	5/19/2020		

- Consent  
 Action/Discussion  
 Information/Discussion  
 Public Hearing

**SUBJECT:** Public Hearing of the District General Fund Budget and All Other Funds for fiscal year 2020-21

**DATE:** June 4, 2020

**PERSON RESPONSIBLE:** Song Chin-Bendib, Assistant Superintendent for Business Services

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**RECOMMENDATION:**

The District Administration recommends that the Board hold a public hearing for the District General Fund Budget and all other Funds for fiscal year 2020-21.

**BACKGROUND:**

The District Adopted Budget is a reflection of the education programs of the District expressed in terms of the allocation of financial resources. The General Fund Adopted Budget includes anticipated revenues and the distribution of those revenues among educational programs and support services. Assumptions are developed to ensure that the final budget documents, General Fund and Other Funds, are a complete and accurate reflection of the intent of the Board.

**INFORMATION:**

On April 23, 2020, Governor Gavin Newsom issued Executive Order N-56-20 focused on easing requirements, because of impacts from the COVID-19 pandemic, for local educational agencies (LEAs) to complete their Local Control and Accountability Plans (LCAPs) for 2020-21. Under the Executive Order, the deadline for an LEA governing body to adopt their LCAP is extended from July 1, 2020 to December 15, 2020. The delay in adoption of the LCAP effectively uncouples the LCAP from the local adopted budget for 2020-21. The Executive Order does not waive the requirements for EC 52062 specifically; however, the requirements to hold the public hearing and adopt the local district budget by July 1 in EC 42147(a) are still in effect. Because of the decoupling of the LCAP from the Budget approval process, local school districts have the discretion of holding the annual public hearing on the budget either within the same governing board meeting at which the budget is adopted or at a previous public meeting of the board.

The attached budget documents include the most recent set of assumptions regarding enrollment, State Teacher Retirement System (STRS) and Public Employees Retirement System (PERS) employer contribution rates, property tax revenue, staffing and other pertinent factors (Budget Details) that were used in preparing the final 2020-21 Adopted Budget.

Below are some key components of the 2020-21 Adopted Budget:

- 1) Enrollment: District enrollment is projected at 1,968 students, a decrease of 7 students from 2019-20.

- 2) STRS and PERS employer contribution rates:
  - a. Current CalSTRS employer contribution rate that has been approved by the Legislature is 18.40%. At the May Revision, the Governor has proposed a buy- down of 2.25% to 16.15%. Additionally, a reduction of 2.08% for 2021-22 from 18.10% to 16.02% has been proposed. These adjustments are subject to the state Legislature’s approval and have not been incorporated into the 2020-21 budget yet.
  - b. Current CalPERS rate that has been approved by the CalPERS Board is 22.68%. At the May Revision, Governor Newsom proposed a reduction of 1.98% from 22.68% to 20.7% for 2020-21, and 1.76% from 24.6% to 22.84% for 2021-22. These have **not** been incorporated into the budget yet subject to final approval
- 3) Property Tax Revenue: Property tax revenue for 2020-21 is projected at \$29,254,823
  - This represents an increase of 4% over the 2019-20 Second Interim property tax **projections** with actual receipts up to December 2019; since then the April 2020 property tax receipts came in much lower than projected
  - This same projected tax revenue represents a 6.01% over actual receipts up to May 2020; if the late collections and/or delinquencies do not materialize, there is over \$550,000 in tax revenue that will need to be adjusted down.  
Note: The Assessor advised projecting a zero percent, “0 %”, increase for 2021-22 but the Administration is projecting a 2% at this point.
- 4) Categorical Funding: In 2013-14, all of the state categoricals were combined into one LCFF line item, which was then reduced by the Fair Share deduction.
- 5) Site Allocations: the pupil rate stays at \$140, the same rate for the last two fiscal years. Preliminary distribution is at 97% of the projected enrollment data and will be adjusted to reflect actual CBEDs in October.
- 6) General Fund: Operating surplus is projected at \$804,647 while the Unrestricted Reserve level is projected at 14.8%. This has **NOT** incorporated the 2% plus \$350 per eligible FTE settlement with PG TA due to the timing of the budget adoption timeline
- 7) Other Funds for 2020-21:
  - a) Adult Education Fund – Projected Fund Balance is \$805,084
  - b) Child Development Fund – Projected Fund Balance is \$44,861
  - c) Cafeteria Fund – Projected Fund Balance is \$14,408
  - d) Deferred Maintenance Fund – Projected Fund Balance is \$101,565
  - e) Postemployment Benefits Fund – Projected Fund Balance is \$6,084
  - f) Building Fund (Education Technology) – Projected Fund Balance is \$1,578,671
  - g) Capital Outlay Projects Fund – Projected Fund Balance is \$176,596
- 8) Salaries and Benefits: Salary negotiations with the Pacific Grove Teachers Association (PG TA) have been settled for 2019-20 but not with the following groups:
  - California School Employees Association (CSEA)
  - Management group
  - Confidential group

Due to the timing of the production of the Adopted Budget and review of the AB 1200 documents for PG TA by the Monterey County Office of Education (MCOE), the compensation costs have **not** been incorporated into the 2020-21 Adopted Budget yet.

Per Education Code Sections 42127(a)(2)(C) and 42127(c)(4), the District is required to complete a “Statement of Reasons for Excess Reserves” as part of the Adopted Budget documents. Although a school district reserve cap is not currently in effect, a provision of the law relating to reserves was implemented commencing with the 2015-16 fiscal year and continues to be in effect for budgets adopted each fiscal year thereafter.

If the combined amounts in the Components of Ending Fund Balance exceed the District's minimum reserve requirement of 3%, the District is required to present at the public hearing and Adoption Budget a statement of reasons for excess reserve.

**FISCAL IMPACT:**

Fiscal impact for each fund is contained within the Fund Balances.



www.pgusd.org

PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
435 Hillcrest Avenue Pacific Grove, CA 93950

**Dr. Ralph Gómez Porras**  
**Superintendent**  
(831) 646-6520  
Fax (831) 646-6500  
rporras@pgusd.org

**Song Chin-Bendib**  
**Assistant Superintendent**  
(831) 646-6509  
Fax (831) 646-6582  
[schinbendib@pgusd.org](mailto:schinbendib@pgusd.org)

## PUBLIC HEARING NOTICE

Pursuant to California Education Code § 42127 and § 42103, the Pacific Grove Unified School District Governing Board will hold a public hearing on Thursday, June 4, 2020 regarding

### ADOPTION OF THE 2020-21 BUDGET

The hearing will be held during the regular Board meeting, which begins at 6:30 p.m. Please visit our website at [www.pgusd.org](http://www.pgusd.org) for the link to attend the meeting virtually.

Copies of the Budget will be available for public viewing beginning June 1, 2020 through June 4, 2019 at the District Office. For more information, please contact Song Chin-Bendib, Assistant Superintendent at 646-6509.

Posted: May 21, 2020



- Consent  
 Action/Discussion  
 Information/Discussion  
 Public Hearing

**SUBJECT:** Adoption of the District General Fund Budget and All Other Funds for fiscal year 2020-21

**DATE:** June 4, 2020

**PERSON RESPONSIBLE:** Song Chin-Bendib, Assistant Superintendent for Business Services

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**RECOMMENDATION:**

The District Administration recommends that the Board review and adopt the District General Fund Budget and all other Funds for fiscal year 2020-21.

**BACKGROUND:**

The District Adopted Budget is a reflection of the education programs of the District expressed in terms of the allocation of financial resources. The General Fund Adopted Budget includes anticipated revenues and the distribution of those revenues among educational programs and support services. Assumptions are developed to ensure that the final budget documents, General Fund and Other Funds, are a complete and accurate reflection of the intent of the Board.

**INFORMATION:**

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Posted: May 21, 2020

- Consent  
 Action/Discussion  
 Information/Discussion  
 Public Hearing

**SUBJECT:** COVID-19 Operations Written Report

**DATE:** June 4, 2020

**PERSON(S) RESPONSIBLE:** Ani Silva, Director of Curriculum and Special Projects

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**RECOMMENDATION:**

The District Administration recommends the Board review and approve the COVID-19 Operations Written Report.

**BACKGROUND:**

Executive Order N-56-20 requires that all Local Educational Agencies (LEA) complete a written report to explain the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 emergency, the major impacts of such closures on students and families, and a description of how the LEA is meeting the needs of its unduplicated students.

The COVID-19 Operations Written Report must be adopted by the local governing board in conjunction with the adopted annual budget by July 1, 2020. While the COVID-19 Operations Written Report does not need to be approved by the county superintendent of schools or the Superintendent of Public Instruction, the Written Report must be submitted in conjunction with the submission of the adopted annual budget. Once adopted, the COVID-19 Operations Written Report must be posted on the homepage of the LEA's website.

**INFORMATION:**

The COVID-19 Operations Written Report must include:

- An overview explaining the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 emergency and the major impacts of the closures on students and families.
- A description of how the LEA is meeting the needs of its English learners, foster youth and low-income students.
- A description of the steps that have been taken by the LEA to continue delivering highquality distance learning opportunities.
- A description of the steps that have been taken by the LEA to provide school meals while maintaining social distancing practices.
- A description of the steps that have been taken by the LEA to arrange for supervision of students during ordinary school hours.

The descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broader understanding of the changes the LEA has put in place.

**FISCAL IMPACT:**

None

## COVID-19 Operations Written Report

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Pacific Grove Unified School District	Ani Silva, Director of Curriculum & Special Projects	<a href="mailto:asilva@pgusd.org">asilva@pgusd.org</a> 831-646-6526	June 4, 2020

**Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broader understanding of the changes your LEA has put in place. LEAs are strongly encouraged to provide descriptions that do not exceed 300 words.**

Provide an overview explaining the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 emergency and the major impacts of the closures on students and families.

All schools in the district were closed as of March 16th resulting in changes to the program offerings provided by the district. Teachers and staff were given two days to launch distance learning on Wednesday, March 18th. All extracurricular activities such as clubs, sports, drama, and the After School enrichment program were cancelled. All classes TK-12th grade implemented google classroom as the main platform for instruction and the posting of assignments along with curriculum to support online learning. Google meets was used to provide virtual contact with students as well as providing the opportunity for synchronous learning (live) along with other technology tools for asynchronous learning where students could watch the recorded version of a lesson at a time more convenient for students and parents. All teachers held office hours twice a day for students to receive one on one support from the teacher.

Grading practices were adjusted to reflect a hold harmless approach, therefore a student could not earn a grade less than the grade earned in the third quarter. Students however had the opportunity to improve their third quarter grade for an improved final semester grade. Students also had the option to take all class grades as a Pass/Fail at the semester or they could keep all classes as graded. The CSU/UC systems will accept P/F grades in A-G coursework for this current semester only.

The district communicated all pertinent information from the Monterey County Health Office as well as important district information related to the school closures with families and staff daily in the morning and the afternoon. All sites also sent daily updates to family and staff with information pertinent to their respective schools. Information was posted and updated daily via the district website and Facebook. The Superintendent, Dr. Porrás met weekly to collaborate with all other county Superintendents and the Director of Curriculum and Special Projects, Ani Silva met weekly with all Monterey County Curriculum leaders to collaborate on distance learning and plans to reopen schools. A parent survey was sent out the week of March 16th to identify families who needed chromebooks as well as internet connectivity. The district then provided wifi hotspots at no cost to families who had no connectivity. All District and Site Administrators met daily to discuss the distance learning process, meal distribution, sanitation, and plans to reopen schools in the fall. Lastly, all site administrators met with their staff on a weekly basis to progress monitor the distance learning program and discuss student and staff needs.

Counselors, support staff, and teachers worked diligently to connect with students who were not signing into the virtual classroom and provided both academic, social, and emotional support during these challenging times. All schools were sanitized to ensure the safety for those who might be coming back to sites and principals had sign in sheets to verify who was on campus. Memorandums of understanding regarding work conditions were agreed upon by both the Pacific Grove Teachers Association and the California School Employee Association during the mandated school closure to ensure safety for all employees and agree upon new working conditions during the mandated school closure.

Provide a description of how the LEA is meeting the needs of its English learners, foster youth and low-income students.

At the elementary schools, English Learners were being served by the ELD Teacher and their classroom teachers. The English Language Development (ELD) teacher followed up with families to make sure they had access to technology necessary for distance learning and provide support accordingly. The classroom teachers built accommodations into online instruction and used small group instruction to address individual learning needs for our English learners. To meet the needs of our academically challenged, low income, and foster youth, the intervention specialists in concert with the classroom teachers and instructional aides, provided small group and one on one instruction providing targeted academic support. At the Middle and High Schools, the ELD teacher continued to provide one on one support for English Learners as they did before the closure of schools with all academic classes and designated language instruction. District-wide Intervention support for low-income and foster youth students continued with targeted academic support as well as counseling offered on a daily basis for these and any other student who was struggling with distance learning and/or social emotional issues.

Services for our special education students was equally robust. Student Services Director, Clare Davies organized all services for students with IEPs providing whole group instruction and small group instruction with the teacher, instructional aide or paraprofessional. Resource specialists and instructional aides provided specialized academic instructions virtually to students via small group and one on one interactions. The Special Education SDC classes for students with mild/moderate and moderate to severe disabilities created a structured virtual day. All students were provided with an Ipad. Teachers and paraprofessionals created a shared library of videos and assignments to ensure program consistency with the delivery of instruction and services. Online data systems were used to document progress toward IEP goals. Music, Occupational, Physical, and Speech therapies were provided in group and individual online sessions. All Teacher and Therapist assignments were posted on Google Classrooms to support both parents and students at home.



Provide a description of the steps that have been taken by the LEA to continue delivering high-quality distance learning opportunities.

The district has taken the following steps to ensure that students are receiving high quality distance learning during school closure.

- Launched a dedicated Distance Learning (DL) Resources for Teachers Website containing online learning tool recommendations, best practices, how-to video tutorials:  
<https://sites.google.com/pgusd.org/remote-teaching-resources/home>
- Delivered formal training sessions on Distance Learning strategies and Best Practices to elementary teachers.
- Ensured that any family/student in need of home technology received an adequate number of Chromebooks and/or wifi hotspot device for guaranteed internet connectivity and access to distance learning.
- Provided optional weekly check-ins and follow-up coaching sessions to teachers as needed.
- Distributed professional development webinar session dates each week to all teachers.
- Scheduled daily support calls/coaching sessions for teachers reaching out needing assistance on DL – including the use of Google Apps Suite for Education, screencasting tools, video recording, and delivery via teacher-created YouTube channels, interactive presentation/screen-sharing software such as FlipGrid, Pear Deck.
- Delivered just-in-time training and support to teachers for online test administration using Illuminate Education.

- Each school's IT tech facilitated on-call support sessions to teachers, staff, students, and parents to promptly resolve all technical issues as they surface.
- Our "Tech Ninjas" (teacher tech leads at each school) offered one-on-one assistance to colleagues with DL strategies and the use of digital tools to support their delivery of instructions.
- Administered two (2) separate parent opinion surveys - one after the first 2 weeks into DL/school closure and another in the final two weeks of the school year - to gauge the impact that DL has had on their child. Results were used to identify areas of strength and DL priority areas in planning future programs.
- Started designing a dedicated Parent DL Education page on the district's website to host training materials, learning resources, and DL help documents (currently under construction).

Provide a description of the steps that have been taken by the LEA to provide school meals while maintaining social distancing practices.

The Food & Nutrition Department began distributing meals on March 16 at three sites, implementing a drive-up and walk-up model to minimize contact between staff and community. Staff wear masks and gloves when preparing and distributing meals. Trays are used to pass out food to drive-up cars to minimize contact and the trays are then disinfected after each use. Families in line for walk-up meals are spaced out at least six feet apart. When one pick-up is completed, the table is disinfected afterwards before serving the next family. Meal distribution has moved to operating three days a week to minimize exposure. In deciding which sites to distribute meals from, we called free/reduced families to let them know about meal distribution at our sites. After hearing that there are transportation challenges, we generated a report to see where the majority of our free/reduced students live and included a distribution site at a major school bus stop where students can safely walk to.

Provide a description of the steps that have been taken by the LEA to arrange for supervision of students during ordinary school hours.

Pacific Grove Adult School provides free childcare to any student age 18 years and older who enrolls in English as a Second Language, High School Diploma, Career Technical Education or Parent Education programs. District TK-12 families are provided free childcare and services when they enroll in our Parent Engagement for Student Success program. May 2020

California Department of Education  
May 2020

- Consent  
 Action/Discussion  
 Information/Discussion  
 Public Hearing

**SUBJECT:** Adoption of the Precalculus Textbook for 12<sup>th</sup> Grade Math, Pearson's *College Algebra and Trigonometry, 7th Edition (2021)*

**DATE:** May 21, 2020

**PERSON(S) RESPONSIBLE:** Ani Silva, Director of Curriculum and Special Projects

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**RECOMMENDATION:**

The District Administration recommends the Board review and approve the 12th grade Precalculus course textbook: *Pearson's College Algebra and Trigonometry, 7th Edition (2021)*.

**BACKGROUND:**

There is no current physical textbook for the Precalculus course. Online materials for the course are inappropriate for the redesigned course. Students have very limited remediation resources and rely solely on worksheets and lecture notes.

**INFORMATION:**

Criteria for new textbook:

- Updated content that aligns with California Precalculus standards
- Includes review of basic concepts of Algebra
- Appropriate grade-level content for the 4th year of math, rather than an honors level course
- Availability of an online textbook
- Teacher and student resources available in online and alterable formats (so teachers may alter assignments/tests)
- Availability of tracking student progress and mastery

Several textbooks were reviewed, including *College Algebra and Trigonometry* from Pearson, *Precalculus with Limits* from Cengage Learning, *Precalculus with Limits and a Graphing Approach* from Cengage Learning, and *Precalculus Mathematics for Calculus* from Cengage Learning.

*College Algebra and Trigonometry* by Margaret L. Lial, John Hornsby, David I. Schneider, and Callie Daniels, 7th edition, is the text that the math department selected. The other textbooks emphasized additional, superfluous mathematical concepts that are nonessential to student

success in Calculus. Moreover, these textbooks and their online tools did not provide adequate remediation and review of past concepts appropriate for the level of students anticipated to take this course.

Pearson's *College Algebra and Trigonometry* addresses all of California's Precalculus Standards. It includes essential review and extension of basic Algebra 1 and 2 concepts and introduces Precalculus material in a manner appropriate for grade-level fourth year math students; enabling more students to access and succeed in a fourth year of math. The math department's goal of creating an accessible senior level math class was in response to the proposed increased UC and CSU math requirements. The textbook is available in print and digital formats with online resources for teachers and students. In addition, Pearson provides a feature called Mylab Math that empowers each student by providing personalized learning pinpoints.

With Mylab Math, each student is informed the precise areas he/she needs to practice to be successful. It monitors student performance on their homework, adapts to each student's needs, and provides assignment practice to help them improve their proficiency of key learning objectives. The feature also allows teachers to set pre- or post-assignments to help students practice just the concepts that they need to master. Mylab also gives teachers a comprehensive gradebook to understand which students are struggling, and with which topics they struggle most.

**FISCAL IMPACT:**

\$7,453.79 funded by the 2020-21 Curriculum textbook budget.



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ACTION/DISCUSSION D

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT**  
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## PUBLIC HEARING NOTICE

The Pacific Grove Unified School District Governing Board will hold a public hearing on Thursday, May 21, 2020, pursuant to Education Code Section 60119 and 60422:

### PUBLIC DISCLOSURE OF PACIFIC GROVE HIGH SCHOOL *College Algebra and Trigonometry* by Margaret L. Lial, John Hornsby, David I. Schneider, and Callie Daniels, 6th edition

The hearing will be held during the regular Board meeting, which begins at 6:30 p.m. Please visit our website at [www.pgusd.org](http://www.pgusd.org) for the link to attend the meeting virtually.

A copy of the Pacific Grove High School *College Algebra and Trigonometry* by Margaret L. Lial, John Hornsby, David I. Schneider, and Callie Daniels, 6th edition textbook will be available for public viewing beginning Thursday, May 7, 2020 through Thursday, June 4, 2020 at [www.pgusd.org](http://www.pgusd.org).

For more information, please contact Ani Silva, Director of Curriculum and Special Projects at 831-646-6508 or [asilva@pgusd.org](mailto:asilva@pgusd.org).

Posted: May 7, 2020



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- Consent  
 Information/Discussion  
 Action/Discussion

**SUBJECT:** Options for July Feeding During COVID-19 Pandemic

**DATE:** June 4, 2020

**PERSON(S) RESPONSIBLE:** Stephanie Lip, School Nutrition Director

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**RECOMMENDATION:**

The District Administration recommends the Board review and provide direction on securing meals for families in July during the COVID-19 pandemic.

**BACKGROUND:**

As of March 16, 2020, the Pacific Grove Unified School District (PGUSD) has been operating under the United States Department of Agriculture (USDA) waiver allowing meals to be served to any child aged 18 or younger. These meals followed National School Lunch Program (NSLP) and School Breakfast Program (SBP) guidelines allowing each meal served to also be claimed for state and federal reimbursement. This waiver expires on June 30, 2020.

At the previous Board meeting, the District Administration was asked to explore options within the community and beyond to secure meals / meal assistance in the month of July for PGUSD students. As of May 27, 2020, the average number of meals served daily is 388.

**INFORMATION:**

The District Administration explored two options to be purchased by the General Fund:

- Option 1: Purchasing meals from Monterey Peninsula Unified School District (MPUSD) or;
- Option 2: Providing meal vouchers for students to use to redeem a “prix fixe” meal at participating local restaurants. The District will pay the restaurant(s) \$5.00 for each voucher received.

After discussing with MPUSD’s Nutrition Services Director, MPUSD is unable to commit to selling meals for the month of July without having the chance to assess its operation and capacity when Summer Feeding begins.

After discussing with local restaurants including Pavel’s Backerei, Bagel Bakery, Bagel Kitchen, Michael’s Grill & Taqueria, and Mountain Mike’s, the following was concluded as of May 27:

- Pavel’s Backerei will continue offering breakfast brotchen rolls for free for PGUSD students, Monday – Saturday.
- Bagel Bakery will not participate in meal voucher program.
- Bagel Kitchen will offer options of bagel with cream cheese (any flavor), vegetarian bagel sandwich, turkey deli sandwich, or BLT sandwich, each served with a bag of chips.
- Michael’s will offer options of a burrito, quesadilla, or hamburger with a fountain drink. Michael’s also offers to deliver meals to Arkwright Court Apartments.



- Mountain Mike's will offer a mini pizza with up to one additional topping with a fountain drink.

The District Administration will continue reaching out to additional local restaurants to broaden the accessibility including, but not limited to, Subway, First Awakenings, and Grove Market.

If recommended to proceed with Option 2, the District Administration seeks direction on the number of vouchers to provide.

**FISCAL IMPACT:**

Projection for 388 students (average daily meal count during school closure), assuming each student redeems a meal every weekday in July:

\$5.00 per meal voucher x 388 students = \$1,940.00 per day  
 \$1,940 x 23 weekdays in July = **\$44,620.00**

If 300 students redeem a meal every weekday in July:

\$5.00 per meal voucher x 300 students = \$1,500.00 per day  
 \$1,500 x 23 weekdays in July = **\$37,500.00**

- Consent  
 Information/Discussion  
 Action/Discussion

**SUBJECT:** Approval of Measure A Education Technology Expenditures

**DATE:** June 4, 2020

**PERSON(S) RESPONSIBLE:** Matthew Binder, Director of Educational Technology;  
Jonathan Mejia, Technology Systems Coordinator

**RECOMMENDATION:**

The District Administration recommends that the Board review and approve the current Measure A - Education Technology Bond expenditures.

**BACKGROUND:**

On November 4, 2014, the voters with the Pacific Grove Unified School District approved an \$18 million General Obligation Bond to be used for Education Technology. Each property may be charged a maximum of \$17.96 per \$100,000 of assessed valuation over 18 years. Measure A was approved by voters with 59.79% of the vote.

The bond measure was intended to pay technology improvements including:

- Increasing student access to computer technology for both face-to-face/classroom-based instruction and to support remote/distance learning
- Upgrading instructional hardware and educational software/digital curriculum
- Supporting the implementation of a multiyear, district-wide educational technology plan
- Improving classroom and campus security systems and safety
- Implementing data and content management systems to facilitate improved student achievement and district operations

The bond funds are released in six separate series, approximately \$2 million every three years, over a period of 18 years. The first issuance, Series A, was released in the 2014-15 fiscal year. The district is currently working under the remainder of second series of funds - Series B. Series C will commence in late Summer/early Fall 2020. As the assessed valuations of the properties within the district's attendance boundary increase or decreases, the maximum allowable funding for each series also increases or decreases.

**INFORMATION:**

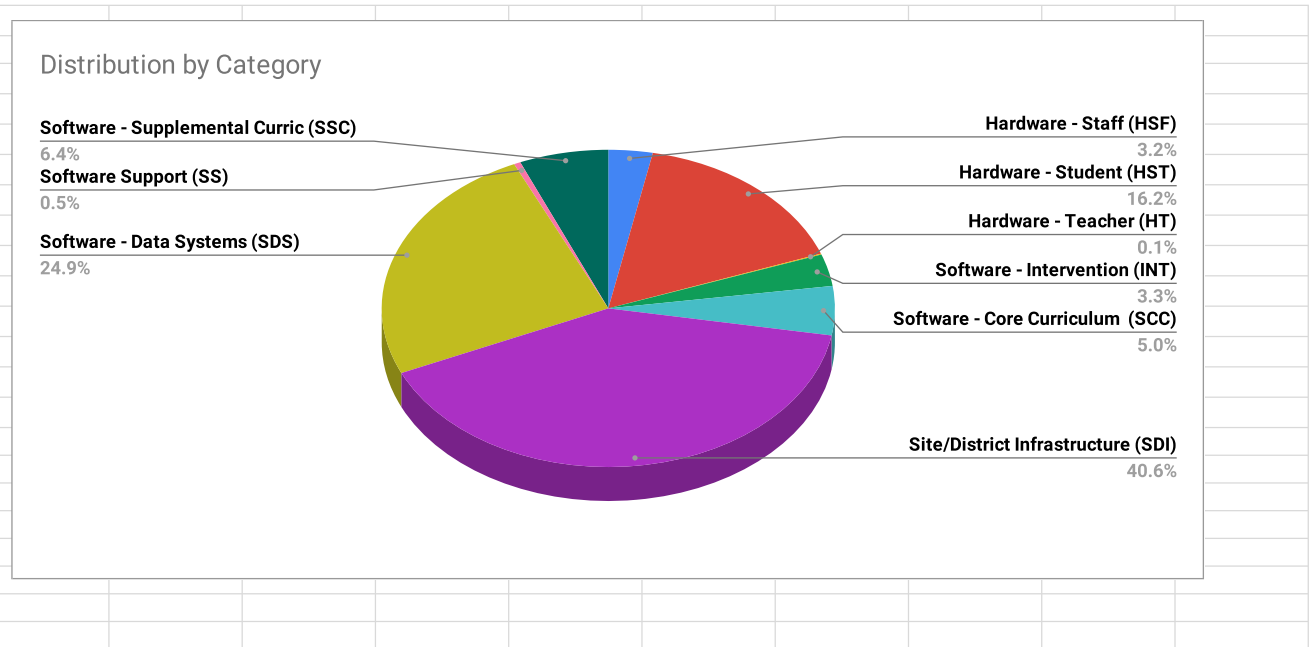
Please see the attached spreadsheet – current list of Measure A expenditures and categorical/site distributions. Prices are estimated and may vary slightly due to variations in tax and shipping costs.

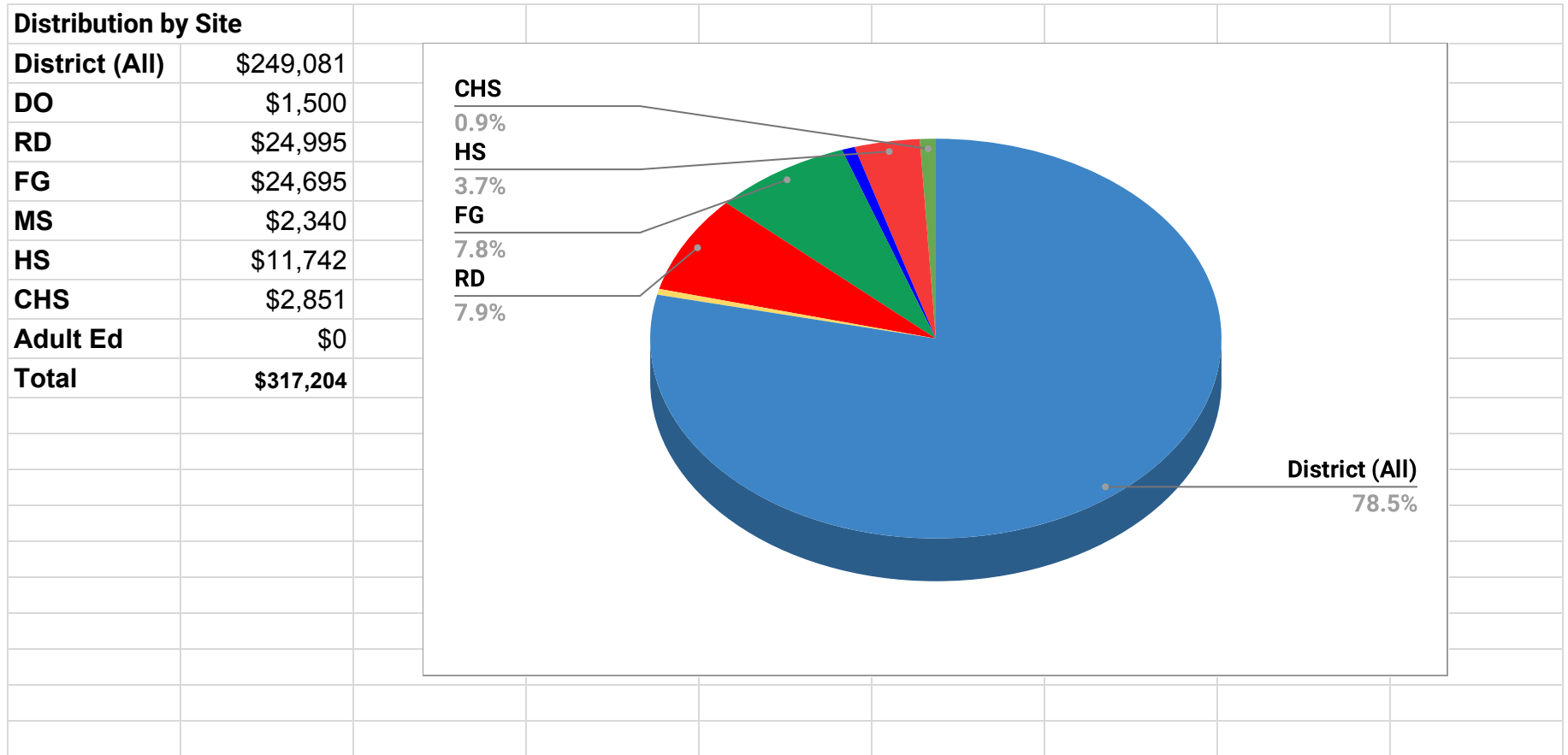
**FISCAL IMPACT:**

\$317,203 of technology hardware, software, and/or services to be purchased from Fund 21 (Ed Tech Bond). \$30,911 to be taken from the remaining Series B funds and \$286,292 from the forthcoming Series C issuance.

Ed-Tech/Measure A List - June/July 2020									
Line Item	Category	Item	Tech Type	Request	Site(s)	Tech Plan Connection	Quantity	Cost Per Unit	Est. Cost Incl. Tax; S/H
1	HST	*Kajeet Wifi Hotspots and Data Plan	Network Infrastructure Hardware	June/July 2020	District (all)	4i, 4m	25	\$180.00	\$4,500.00
2	HST	*T-Mobile Wifi Hotspots and data plan	Network Infrastructure Hardware	June/July 2020	District (all)	4i, 4m	25	\$280.00	\$7,000.00
3	HST	Tablets w/Cases	Tablet	June/July 2020	RD, FG	1a, 4d, 4e	140	\$285.00	\$40,000
4	HSF	Dell Laptops	Laptop	June/July 2020	District (all)	4i			\$10,000.00
5	HT	<a href="#">Dell D3100 Docking Station</a>	Accessories	June/July 2020	RD	4i	2	\$150.00	\$300.00
6	INT	*Math 180	Curriculum Software	June/July 2020	MS, HS	4f		>>>>>>	\$900.00
7	INT	*READ 180, System 44	Curriculum Software	June/July 2020	FG, RD, MS, HS	4f		>>>>>>	\$7,560.00
8	INT	iRead	Curriculum Software	June/July 2020	FG, RD	4f		>>>>>>	\$1,860
9	SCC	*Edmentum Online	Curriculum Software	June/July 2020	PGHS, CHS	4f		>>>>>>	\$5,702.00
10	SCC	*Scholastic Reading Inventory (SRI) License Renewal	Curriculum Software	June/July 2020	FG, RD	4f	500	>>>>>>	\$2,750.00
11	SCC	*Mystery Science	Curriculum Software	June/July 2020	FG, RD	4f, 4g		>>>>>>	\$999.00
12	SCC	Vista Higher Learning	Curriculum Software	June/July 2020	HS	4e, 4f		>>>>>>	\$6,396
13	SDI	Network Upgrade Project - 2020 Payment	Network Infrastructure Hardware	June/July 2020	District (all)	4a, 4b		>>>>>>	\$127,000.00
14	SDI	MCOE Fiber Use	Tech Infrastructure Services/Maintenance	June July 2020	District (all)	4i		>>>>>>	\$1,740.00
15	SDS	Harris School Solutions eTrition 3-Year Renewal	Data, Management Software	June/July 2020	District (all)	4i		>>>>>>	\$2,000.00
16	SDS	SIS Replacement Project/Synergy Implementation (project kick-off phase) - Year 1	Data, Content Management Software	June/July 2020	District (all)	1f, 4i		>>>>>>	\$60,889.00
17	SDS	Illuminate DnA Renewal (1 year)	Data, Content Management Software	June/July 2020	District (all)	1f		>>>>>>	\$15,952.00
18	SS	*Log Me In	Support Software	June/July 2020	District Office	4i		>>>>>>	\$1,500.00
19	SSC	A+ Question Bank	Curriculum Software	June/July 2020	PGHS	1f		>>>>>>	\$155.00
20	SSC	Distance Learning Digital Programs, Tools (TBD)	Data, Content Management Software	June/July 2020	District (all)	4f, 4i		>>>>>>	\$20,000
<b>Distribution by Category</b>									
									<b>Total</b>
									\$317,203.00
									\$30,911.00 (*Series B Expenditures)
<b>Hardware - Staff (HSF)</b>									\$10,000
<b>Hardware - Student (HST)</b>									\$51,500
<b>Hardware - Teacher (HT)</b>									\$300
<b>Software - Intervention (INT)</b>									\$10,320.00
<b>Repair Services (RS)</b>									
<b>Software - Core Curriculum (SCC)</b>									\$15,847
<b>Site/District Infrastructure (SDI)</b>									\$128,740
<b>Software - Data Systems (SDS)</b>									\$78,841
<b>Software - Other (SO)</b>									
<b>Software Support (SS)</b>									\$1,500
<b>Software - Supplemental Curric (SSC)</b>									\$20,155
<b>Total</b>									<b>\$317,203</b>

Distribution by Category	
Hardware - Staff (HSF)	\$10,000
Hardware - Student (HST)	\$51,500
Hardware - Teacher (HT)	\$300
Software - Intervention (INT)	\$10,320.00
Repair Services (RS)	
Software - Core Curriculum (SCC)	\$15,847
Site/District Infrastructure (SDI)	\$128,740
Software - Data Systems (SDS)	\$78,841
Software - Other (SO)	
Software Support (SS)	\$1,500
Software - Supplemental Curric (SSC)	\$20,155
<b>Total</b>	<b>\$317,203</b>





- Consent  
 Information/Discussion  
 Action/Discussion

**SUBJECT:** Updates to Board Policies, Regulations and Exhibits from the Parents Rights Handbook 2020-21

**DATE:** June 4, 2020

**PERSON(S) RESPONSIBLE:** Ralph Gómez Porras, Superintendent

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**RECOMMENDATION:**

The District Administration recommends that the Board review and approve the updates to Board Policies, Regulations and Exhibits from the Parents Rights Handbook.

**INFORMATION:**

The following is a brief summary of the recommended changes made to each Board Policy, Regulation and Exhibit:

The following have revisions:

1. BP 1312.3 (UCP)

*Updated to reflect changes in the law regarding pregnant or parenting students pursuant to Assembly Bill (AB) 2289, which took effect on January 1, 2019; the District's prohibition against retaliation; and clarification regarding non-UCP complaints.*

2. AR 1312.3 (UCP)

*Updated to reflect notification requirements pursuant to Education Code section 234.1 and appeal rights pursuant to 5 CCR § 4632.*

3. Exhibit 1312.3 (UCP Complaint Form)

*Updated to reflect UCP complaint categories consistent with BP 1312.3.*

4. AR 1312.4 Williams UCP

*Updated to reflect guidelines for filing a complaint against California State Preschool Program pursuant to Education Code 8235.5.*

5. Exhibit 1312.4 Williams UCP (Complaint Form)

*Updated to reflect clarification regarding teacher vacancies and to provide notice that complaints and responses pursuant to BP 1312.4 are public records pursuant to Education Code section 35186.*

6. BP 3513.3 Tobacco-Free School/Smoking

*Updated legal citations.*

7. BP 5020 Parent Rights and Responsibilities

*Updated to reflect notification requirements for parents/guardians who speak a language other than English pursuant to Education Code section 51101.1.*

8. AR 5020 Parent Rights and Responsibilities

*Updated to reflect notification requirements for parents/guardians who speak a language other than English pursuant to Education Code section 51101.1 and updated legal citations.*

9. BP 5113 Absences and Excuses

*Updated legal citations.*

10. AR 5113 Absences and Excuses

*Updated to reflect reasons for excused absences pursuant to Education Code 48225.5 and updated legal citations.*

11. BP 5117 Interdistrict Attendance

*Updated legal citations.*

12. BP 5144.1 Suspension and Expulsion/Due Process

*Updated to clarify the Superintendent's duties regarding discipline data pursuant to Education Code sections 48900.8 and 48916.1 and updated legal citations.*

13. BP 5145.3 Non-Discrimination/Harassment

*Updated to include additional classifications of protected classes, clarification of "bullying" definition, and legal citations.*

14. BP 5145.7 Sexual Harassment

*Updated legal citations.*

15. BP 6154 Homework/Make-up Work

*Updated legal citations.*

# Pacific Grove Unified School District

Community Relations

Policy 1312.3

## UNIFORM COMPLAINT PROCEDURES

Mandated Policy

The Governing Board recognizes that the District is responsible for ensuring that it complies with state and federal laws and regulations governing educational programs.

The District uniform complaint procedures (UCP) will be used to investigate the following complaints:

1. **Discrimination Complaints.** Any complaint alleging unlawful discrimination, harassment, intimidation, or bullying based on one or more of the following actual or perceived characteristics, or association with a person or group with one or more of the following actual or perceived characteristics: disability, sex, gender, gender identity, gender expression, nationality, race or ethnicity, immigration status, color, age, religion, sexual orientation, genetic information, marital, pregnancy, parental or family status or any other characteristics identified in Education Code sections 200 and 220, Government Code section 11135, or Penal Code section 422.55, in any District program or activity that receives or benefits from state financial assistance.
2. **Noncompliance Complaints.** Complaints alleging failure to comply with state or federal laws in adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education programs, Regional Occupational Centers and Programs, state preschool program health and safety, foster and homeless youth services, lactating student accommodations, pregnant and parenting student parental leave and educational rights, physical education instructional minute requirements, educational content course requirements for grades 9-12, graduation requirements exemptions for former juvenile court school students, school safety planning, child care and development programs, child nutrition programs, and special education programs. (Title 5, Sections 4610, 4620)
3. **Student Fees Complaints.** Any complaint alleging District violation of the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities. (Title 5, Section 4610)
4. **Local Control and Accountability Plan Noncompliance Complaints.** Any complaint alleging the District's noncompliance with legal requirements related to the implementation of the Local Control and Accountability Plan (LCAP). (Ed. Code § 52075)
5. **Rights of Homeless Students and Students in Foster Care.** The District's uniform complaint procedures cover complaints pertaining to the education of homeless students and students in foster care, including, but not limited to rights related to: (1) school placement; (2) access to academic, extracurricular and enrichment programs and activities; (3) educational services for students living in emergency shelters; (4) assignment of an educational liaison and the carrying out of the liaison's duties; (5) transfer of the complete educational record and credits earned to the next educational placement; (6) proper and timely transfer between schools of students in foster care; and (7) ensuring that no lowering of grades occurs due to a foster youth's absence due to a change in placement by a court or placing agency, or due to a verified court appearance or related court activity.



## Pacific Grove Unified School District

Community Relations

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### UNIFORM COMPLAINT PROCEDURES

Mandated Policy

**6. Graduation and Coursework Requirements for Foster Youth, Homeless Students, Former Juvenile Court Students, Migratory and Newly Arrived Immigrant Students Participating in a “Newcomer Program”, and Students Living in Active Duty Military Households** The District’s uniform complaint procedures cover complaints pertaining to the graduation and coursework rights of foster youth, homeless students, former juvenile court students, migratory and newly arrived immigrant students participating in a “newcomer program”, which is a program designed to meet the academic and transitional needs of newly arrived immigrant students, and students living in the households of parents/guardians who are active duty members of the military. Those rights under Education Code sections 54441, 51225.1 and 51225.2 include:

- a) exemption from local graduation and coursework requirements that are in addition to the statewide coursework requirements for graduation;
- b) credit or partial credit for coursework completed while attending another school;
- c) the option to remain in school for a fifth year to complete the school district’s graduation requirements; and
- d) not being required to accept the exemption or be denied enrollment in, or the ability to complete or retake, courses necessary to attend an institution of higher education, regardless of whether those courses are required for statewide graduation requirements.

**7. Lactation Accommodations for Parenting Students.** School districts must provide reasonable accommodations to lactating students on school campuses to express breast milk, breastfeed an infant child or address other needs related to breastfeeding. A student may not incur an academic penalty as a result of her use of reasonable lactation accommodations and must be provided an opportunity to make up any work missed due to such use. (Ed. Code § 222(f).)

**8. Assigning Students to Course Periods Without Educational Content.** Beginning with the 2016-2017 school year, school districts may not assign students in grades 9-12 to course periods without educational content for more than one week in any semester without written parental consent and related documentation. “Course periods without educational content” are defined to include course periods where: (1) a student is released early from school; (2) the student is assigned to a service, instructional work experience or to a course to assist a certificated employee, but is not expected to complete curricular assignments; or (3) where the student is not assigned to any course during the class period.

School districts are also prohibited, without written parental consent and related documentation, from enrolling 9-12th graders in classes they have previously completed and received a grade that is satisfactory to receive a high school diploma and to attend a California public institution of postsecondary education. (Ed. Code §§ 51228.1, 51228.2, and 51228.3.)

## Pacific Grove Unified School District

Community Relations

Policy 1312.3

### UNIFORM COMPLAINT PROCEDURES

Mandated Policy

**9. Physical Education Instructional Minutes.** Students in grades 1-6 are required to receive, at minimum, 200 minutes of physical education instruction each 10 school days, exclusive of recesses and lunch periods. Unless exempted pursuant to Education Code section 51241, students in grades 7-12 are required to receive at least 400 minutes of physical education instruction each 10 school days. High school students may be excused from physical education classes during one of grades 10, 11 or 12 for up to 24 clock hours in order to participate in automobile driver training, but must still attend a minimum of 7,000 minutes of physical education instruction during that school year.

Complaints regarding a school district's failure to comply with these physical education instructional minute requirements may be filed under the District's Uniform Complaint Procedures. (Ed. Code §§ 51210 and 51222.)

### **10. Juvenile Court School Student Graduation Requirements and Continuing Education**

**Options.** School districts and county offices must exempt former juvenile court school students, who have transferred into a school district from a juvenile court school after completion of their second year of high school, from local graduation requirements that exceed state requirements and accept coursework satisfactorily completed while attending the juvenile court school, even if the student did not complete the entire course, and grant full or partial credit for courses earned while in juvenile court school. Juvenile court students who have qualified for a diploma have additional rights related to deferring or declining the issuance of a diploma in order to take additional coursework, continuing their education upon release from the juvenile detention facility, and community college transfer opportunities. Former and current juvenile court school students may file complaints of non-compliance with these requirements under the District's Uniform Complaint Procedures. (Ed. Code §§48645.7 and 51225.2)

**11. Pregnant or Parenting Students.** Any complaint alleging district noncompliance with requirements to provide a pregnant or parenting student the accommodations specified in Education Code 46015, including those related to the provision of parental leave, right of return to the school of previous enrollment or to an alternative education program, if desired, and possible enrollment in school for a fifth year of instruction to enable the student to complete state and Board-imposed graduation requirements. (Education Code 46015)

**12. School Plan for Student Achievement or School Site Council.** Any complaint alleging noncompliance with requirements related to the development of a school plan for student achievement or the establishment of a school site council, as required for the consolidated application for specified federal and/or state categorical funding. (Education Code 64000-64001, 65000-65001)

**13. Retaliation for Filing UCP Complaint.** Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

# Pacific Grove Unified School District

Community Relations

Policy 1312.3

## UNIFORM COMPLAINT PROCEDURES

Mandated Policy

### 14. Other Complaints. Any other complaint as specified in a district policy

The Board encourages the early, informal resolution of complaints at the site level whenever possible. In the event that issues are not resolved informally, a written complaint of alleged noncompliance by the District may be filed using the District's UCP Complaint form (Exhibit 1312.3(a)) and in accordance with Administrative Regulation 1312.3.

Upon receipt of a written complaint from an individual, public agency or organization (Exhibit 1312.3(a)), uniform complaint procedures shall be initiated. The Superintendent or designee shall distribute full information about these procedures.

The parties may utilize alternative methods to resolve the allegations in a complaint including, but not limited to, mediation. (Title 5, Section 4631) The Board recognizes that a neutral mediator can often suggest an early compromise that is agreeable to all parties in a dispute. In accordance with uniform complaint procedures, whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate a mediation process before beginning a formal compliance investigation. The Superintendent or designee shall ensure that mediation results are consistent with state and federal laws and regulations.

The Board acknowledges and respects student and employee rights to privacy. The district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected to the extent required by law. For any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), ~~Discrimination~~ complaints shall be investigated in a manner that protects the confidentiality of the parties and the facts. Confidentiality in an investigation includes keeping the identity of the complainant confidential except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee on a case-by-case basis. (Title 5, Section 4621)

The Board prohibits retaliation in any form for the filing of a complaint, the reporting of instances of discrimination or participation in complaint procedures. Such participation shall not in any way affect the status, grades or work assignments of the complainant.

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

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

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

# Pacific Grove Unified School District

Community Relations

Policy 1312.3

## UNIFORM COMPLAINT PROCEDURES

Mandated Policy

with 5 CCR 4631 and 4633.

### Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be referred to the specified agency: (5 CCR 4611)

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services Protective Services Division and the appropriate law enforcement agency.
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services and shall, for licensing-exempt facilities, be referred to the appropriate Child Development regional administrator.
3. Any complaint alleging fraud shall be referred to the Legal, Audits and Compliance Branch of the California Department of Education.
4. Any complaint alleging employment discrimination or harassment shall be investigated and resolved by the district in accordance with the procedures specified in AR 4030 - Nondiscrimination in Employment, including the right to file the complaint with the California Department of Fair Employment and Housing.
5. Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, teacher vacancies and mis-assignments, or health and safety violations in any license-exempt California State Preschool Program shall be investigated and resolved in accordance with the procedures in AR 1312.4 - Williams Uniform Complaint Procedures. (Education Code 8235.5, 35186)
6. Any complaint not defined as a uniform complaint per Policy 1312.3.

### Legal Reference:

#### EDUCATION CODE

200-262.3 Prohibition of discrimination

222 Lactation accommodations for parenting students

8200-8498 Child care and development programs

8500-8538 Adult basic education

18100-18179 School libraries

35146 Closed sessions

35160 Authority of governing boards

44670.1-44671.5 School personnel staff development and resource centers

48645.5 and 48645.7 coursework, continuing education options and graduation deferral rights for former juvenile court school students

48850, 48852.5, 48852.7, 48853, 48853.5, 49069.5, 51225.1, 51225.2, 42 USC 11432 and 5 CCR §

4622 Homeless students and students in foster care

# Pacific Grove Unified School District

Community Relations

Policy 1312.3

## UNIFORM COMPLAINT PROCEDURES

Mandated Policy

48985 Notices in language other than English  
 49013 Pupil fees  
 49060-49079 Student records  
 49490-49560 Child nutrition programs  
 51210, 51222 and 51223 Physical education instructional minutes  
 51225.1 and 51225.2 Graduation and coursework requirements for foster youth, homeless students, former juvenile court school student, and students living in active duty military households  
 51228.1, 51228.2 and 51228.3 Assigning students to course periods without educational content  
 51513 Personal beliefs

52075 Local Control and Accountability Plan  
 52160-52178 Bilingual education programs  
 52300-52483 Vocational education  
 52500-52616.24 Adult schools  
 52800-52863 School-based coordinated programs  
 54000-54041 Economic impact aid programs  
 54100-54145 Miller-Unruh Basic Reading Act  
 54400-54425 Compensatory education programs  
 54440-54445 Migrant education  
 54460-54529 Compensatory education programs  
 56000-56885 Special education programs  
 59000-59300 Special schools and centers  
 64000 Consolidated application process

[65000-65001 School Site Council](#)

### GOVERNMENT CODE

54957-54957.8 Closed sessions

### CODE OF REGULATIONS, TITLE 5

3080 Application of section 4600-4671

4600 – 4671 Uniform Complaint Procedures

### UNITED STATES CODE, TITLE 20

1221 – 1232g General Education Provisions Act

1681 – 1688 Discrimination based on sex or blindness, Title IX

### CODE OF FEDERAL REGULATIONS, TITLE 34

100.1 – 100.13 Nondiscrimination

**Pacific Grove Unified School District**

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Policy 1312.3

**UNIFORM COMPLAINT PROCEDURES**

Mandated Policy

The Governing Board recognizes that the District is responsible for ensuring that it complies with state and federal laws and regulations governing educational programs.

The District uniform complaint procedures (UCP) will be used to investigate the following complaints:

1. **Discrimination Complaints.** Any complaint alleging unlawful discrimination, harassment, intimidation, or bullying based on one or more of the following actual or perceived characteristics, or association with a person or group with one or more of the following actual or perceived characteristics: disability, sex, gender, gender identity, gender expression, nationality, race or ethnicity, immigration status, color, age, religion, sexual orientation, genetic information, marital, pregnancy, parental or family status or any other characteristics identified in Education Code sections 200 and 220, Government Code section 11135, or Penal Code section 422.55, in any District program or activity that receives or benefits from state financial assistance.
2. **Noncompliance Complaints.** Complaints alleging failure to comply with state or federal laws in adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education programs, Regional Occupational Centers and Programs, state preschool program health and safety, foster and homeless youth services, lactating student accommodations, pregnant and parenting student parental leave and educational rights, physical education instructional minute requirements, educational content course requirements for grades 9-12, graduation requirements exemptions for former juvenile court school students, school safety planning, child care and development programs, child nutrition programs, and special education programs. (Title 5, Sections 4610, 4620)
3. **Student Fees Complaints.** Any complaint alleging District violation of the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities. (Title 5, Section 4610)
4. **Local Control and Accountability Plan Noncompliance Complaints.** Any complaint alleging the District's noncompliance with legal requirements related to the implementation of the Local Control and Accountability Plan (LCAP). (Ed. Code § 52075)
5. **Rights of Homeless Students and Students in Foster Care.** The District's uniform complaint procedures cover complaints pertaining to the education of homeless students and students in foster care, including, but not limited to rights related to: (1) school placement; (2) access to academic, extracurricular and enrichment programs and activities; (3) educational services for students living in emergency shelters; (4) assignment of an educational liaison and the carrying out of the liaison's duties; (5) transfer of the complete educational record and credits earned to the next educational placement; (6) proper and timely transfer between schools of students in foster care; and (7) ensuring that no lowering of grades occurs due to a foster youth's absence due to a change in placement by a court or placing agency, or due to a verified court appearance or related court activity.

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**6. Graduation and Coursework Requirements for Foster Youth, Homeless Students, Former Juvenile Court Students, Migratory and Newly Arrived Immigrant Students Participating in a “Newcomer Program”, and Students Living in Active Duty Military Households**

The District’s uniform complaint procedures cover complaints pertaining to the graduation and coursework rights of foster youth, homeless students, former juvenile court students, migratory and newly arrived immigrant students participating in a “newcomer program”, which is a program designed to meet the academic and transitional needs of newly arrived immigrant students, and students living in the households of parents/guardians who are active duty members of the military. Those rights under Education Code sections 54441, 51225.1 and 51225.2 include:

- a) exemption from local graduation and coursework requirements that are in addition to the statewide coursework requirements for graduation;
- b) credit or partial credit for coursework completed while attending another school;
- c) the option to remain in school for a fifth year to complete the school district’s graduation requirements; and
- d) not being required to accept the exemption or be denied enrollment in, or the ability to complete or retake, courses necessary to attend an institution of higher education, regardless of whether those courses are required for statewide graduation requirements.

**7. Lactation Accommodations for Parenting Students.** School districts must provide reasonable accommodations to lactating students on school campuses to express breast milk, breastfeed an infant child or address other needs related to breastfeeding. A student may not incur an academic penalty as a result of her use of reasonable lactation accommodations and must be provided an opportunity to make up any work missed due to such use. (Ed. Code § 222(f).)

**8. Assigning Students to Course Periods Without Educational Content.** Beginning with the 20162017 school year, school districts may not assign students in grades 9-12 to course periods without educational content for more than one week in any semester without written parental consent and related documentation. “Course periods without educational content” are defined to include course periods where: (1) a student is released early from school; (2) the student is assigned to a service, instructional work experience or to a course to assist a certificated employee, but is not expected to complete curricular assignments; or (3) where the student is not assigned to any course during the class period.

School districts are also prohibited, without written parental consent and related documentation, from enrolling 9-12th graders in classes they have previously completed and received a grade that is satisfactory to receive a high school diploma and to attend a California public institution of postsecondary education. (Ed. Code §§ 51228.1, 51228.2, and 51228.3.)

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**9. Physical Education Instructional Minutes.** Students in grades 1-6 are required to receive, at minimum, 200 minutes of physical education instruction each 10 school days, exclusive of recesses and lunch periods. Unless exempted pursuant to Education Code section 51241, students in grades 7-12 are required to receive at least 400 minutes of physical education instruction each 10 school days. High school students may be excused from physical education classes during one of grades 10, 11 or 12 for up to 24 clock hours in order to participate in automobile driver training, but must still attend a minimum of 7,000 minutes of physical education instruction during that school year.

Complaints regarding a school district's failure to comply with these physical education instructional minute requirements may be filed under the District's Uniform Complaint Procedures. (Ed. Code §§ 51210 and 51222.)

**10. Juvenile Court School Student Graduation Requirements and Continuing Education Options.** School districts and county offices must exempt former juvenile court school students, who have transferred into a school district from a juvenile court school after completion of their second year of high school, from local graduation requirements that exceed state requirements and accept coursework satisfactorily completed while attending the juvenile court school, even if the student did not complete the entire course, and grant full or partial credit for courses earned while in juvenile court school. Juvenile court students who have qualified for a diploma have additional rights related to deferring or declining the issuance of a diploma in order to take additional coursework, continuing their education upon release from the juvenile detention facility, and community college transfer opportunities. Former and current juvenile court school students may file complaints of non-compliance with these requirements under the District's Uniform Complaint Procedures. (Ed. Code §§48645.7 and 51225.2)

**11. Pregnant or Parenting Students.** Any complaint alleging district noncompliance with requirements to provide a pregnant or parenting student the accommodations specified in Education Code 46015, including those related to the provision of parental leave, right of return to the school of previous enrollment or to an alternative education program, if desired, and possible enrollment in school for a fifth year of instruction to enable the student to complete state and Board-imposed graduation requirements. (Education Code 46015)

**12. School Plan for Student Achievement or School Site Council.** Any complaint alleging noncompliance with requirements related to the development of a school plan for student achievement or the establishment of a school site council, as required for the consolidated application for specified federal and/or state categorical funding. (Education Code 64000-64001, 65000-65001)

**13. Retaliation for Filing UCP Complaint.** Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy



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**UNIFORM COMPLAINT PROCEDURES**

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**14. Other Complaints.** Any other complaint as specified in a district policy

The Board encourages the early, informal resolution of complaints at the site level whenever possible. In the event that issues are not resolved informally, a written complaint of alleged noncompliance by the District may be filed using the District's UCP Complaint form (Exhibit 1312.3(a)) and in accordance with Administrative Regulation 1312.3.

Upon receipt of a written complaint from an individual, public agency or organization (Exhibit 1312.3(a)), uniform complaint procedures shall be initiated. The Superintendent or designee shall distribute full information about these procedures.

The parties may utilize alternative methods to resolve the allegations in a complaint including, but not limited to, mediation. (Title 5, Section 4631) The Board recognizes that a neutral mediator can often suggest an early compromise that is agreeable to all parties in a dispute. In accordance with uniform complaint procedures, whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate a mediation process before beginning a formal compliance investigation. The Superintendent or designee shall ensure that mediation results are consistent with state and federal laws and regulations.

The Board acknowledges and respects student and employee rights to privacy. The district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected to the extent required by law. For any complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), complaints shall be investigated in a manner that protects the confidentiality of the parties and the facts. Confidentiality in an investigation includes keeping the identity of the complainant confidential except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee on a case-by-case basis. (Title 5, Section 4621)

The Board prohibits retaliation in any form for the filing of a complaint, the reporting of instances of discrimination or participation in complaint procedures. Such participation shall not in any way affect the status, grades or work assignments of the complainant.

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

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

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

**Pacific Grove Unified School District**

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**UNIFORM COMPLAINT PROCEDURES**

Mandated Policy

with 5 CCR 4631 and 4633.

**Non-UCP Complaints**

The following complaints shall not be subject to the district's UCP but shall be referred to the specified agency: (5 CCR 4611)

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services Protective Services Division and the appropriate law enforcement agency.
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services and shall, for licensing-exempt facilities, be referred to the appropriate Child Development regional administrator.
3. Any complaint alleging fraud shall be referred to the Legal, Audits and Compliance Branch of the California Department of Education.
4. Any complaint alleging employment discrimination or harassment shall be investigated and resolved by the district in accordance with the procedures specified in AR 4030 - Nondiscrimination in Employment, including the right to file the complaint with the California Department of Fair Employment and Housing.
5. Any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, teacher vacancies and mis-assignments, or health and safety violations in any license-exempt California State Preschool Program shall be investigated and resolved in accordance with the procedures in AR 1312.4 - Williams Uniform Complaint Procedures. (Education Code 8235.5, 35186)
6. Any complaint not defined as a uniform complaint per Policy 1312.3.

**Legal Reference:****EDUCATION CODE**

200-262.3 Prohibition of discrimination

222 Lactation accommodations for parenting students

8200-8498 Child care and development programs

8500-8538 Adult basic education

18100-18179 School libraries

35146 Closed sessions

35160 Authority of governing boards

44670.1-44671.5 School personnel staff development and resource centers

48645.5 and 48645.7 coursework, continuing education options and graduation deferral rights for former juvenile court school students

48850, 48852.5, 48852.7, 48853, 48853.5, 49069.5, 51225.1, 51225.2, 42 USC 11432 and 5 CCR §

4622 Homeless students and students in foster care

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**UNIFORM COMPLAINT PROCEDURES**

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48985 Notices in language other than English  
 49013 Pupil fees  
 49060-49079 Student records  
 49490-49560 Child nutrition programs  
 51210, 51222 and 51223 Physical education instructional minutes  
 51225.1 and 51225.2 Graduation and coursework requirements for foster youth, homeless students, former juvenile court school student, and students living in active duty military households  
 51228.1, 51228.2 and 51228.3 Assigning students to course periods without educational content  
 51513 Personal beliefs

52075 Local Control and Accountability Plan  
 52160-52178 Bilingual education programs  
 52300-52483 Vocational education  
 52500-52616.24 Adult schools  
 52800-52863 School-based coordinated programs  
 54000-54041 Economic impact aid programs  
 54100-54145 Miller-Unruh Basic Reading Act  
 54400-54425 Compensatory education programs  
 54440-54445 Migrant education  
 54460-54529 Compensatory education programs  
 56000-56885 Special education programs  
 59000-59300 Special schools and centers  
 64000 Consolidated application process  
 65000-65001 School Site Council

**GOVERNMENT CODE**

54957-54957.8 Closed sessions

**CODE OF REGULATIONS, TITLE 5**

3080 Application of section 4600-4671

4600 – 4671 Uniform Complaint Procedures

**UNITED STATES CODE, TITLE 20**

1221 – 1232g General Education Provisions Act

1681 – 1688 Discrimination based on sex or blindness, Title IX

**CODE OF FEDERAL REGULATIONS, TITLE 34**

100.1 – 100.13 Nondiscrimination

## Pacific Grove Unified School District

Community Relations Regulation

# 1312.3

### UNIFORM COMPLAINT PROCEDURES

Mandated Procedures

#### Compliance Officers

The Governing Board designates the following compliance officer/s who shall be responsible for initially receiving all complaints, investigating as appropriate and/or delegating to the appropriate Program Administrator to investigate and ensure District compliance with law: (Title 5, Section 4621)

Director, Human Resources  
435 Hillcrest Avenue  
Pacific Grove, CA 93950  
(831)-646-6507

The Superintendent or designee shall ensure that employees designated to investigate complaints are knowledgeable about the laws and programs for which they are responsible. Such employees may have access to legal counsel as determined by the Superintendent or designee. (Title 5, Section 4621)

#### Notifications

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

The Superintendent or designee shall meet the notification requirements of the Code of Regulations, Title 5, Section 4622, including the annual dissemination of District complaint procedures and information about available appeals, civil law remedies and conditions under which a complaint may be taken directly to the California Department of Education. The Superintendent or designee shall ensure that complainants understand that they may pursue other remedies, including actions before civil courts or other public agencies.

The above notification shall state that complainants may seek help from agencies such as legal assistance agencies, local mediation centers or the county office of education. Local resources include:

- Monterey County Office of Education
- Department of Fair Employment and Housing
- Office of Civil Rights
- Equal Employment Opportunity Commission

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

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

## Pacific Grove Unified School District

Community Relations  
**UNIFORM COMPLAINT PROCEDURES**

Regulation # 1 3 1 2 .3  
 Mandated Procedures

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## **Procedures**

The following procedures shall be used to address only the complaints specified in Board Policy 1312.3. Compliance officers shall maintain a record of each complaint and subsequent related actions, including all information required for compliance with the Code of Regulations, Title 5, Section 4633.

All parties involved in allegations shall be notified when a complaint is filed, when a complaint meeting or hearing is scheduled and when a decision or ruling is made.

## **Filing of Complaint**

### 1. Complaints alleging unlawful discrimination, harassment, intimidation or bullying

Complaints alleging unlawful discrimination, harassment, intimidation or bullying may be filed by a person who alleges that he/she personally suffered unlawful discrimination or by a person who believes that an individual or any specific class of individuals has been subjected to unlawful discrimination. The complaint must be initiated no later than six months from the date when the alleged discrimination occurred or when the complainant first obtained knowledge of the facts of the alleged discrimination unless the time for filing is extended by the district superintendent or his or her designee, upon written request by the complainant setting forth the reasons for the extension. Such extension by the district superintendent or his or her designee shall be made in writing. The period for filing may be extended by the district superintendent or his or her designee for good cause for a period not to exceed 90 days following the expiration of the six month time period. The district superintendent shall respond immediately upon a receipt of a request for extension. (Title 5, Section 4630)

### 2. Complaints alleging violations of federal or state law governing certain programs

A written complaint alleging District violation of applicable federal or state laws governing adult education programs, consolidated categorical aid programs, migrant education, career technical education and training programs, Regional Occupational Centers and Programs, child care and development programs, state preschool program health and safety, child nutrition programs, foster and homeless youth services, lactating student accommodations, pregnant and parenting student parental leave and educational rights, physical education instructional minute requirements, educational content course requirements for grades 9-12, former juvenile court school students' graduation, coursework and continuing education options, graduation and coursework requirements for foster youth, homeless students, migratory and newly arrived immigrant students participating in a "Newcomer Program" and students living in active duty military households, school safety planning or special education programs, may be filed by any individual, public agency, or organization. (Education Code Sections 222, 51210, 51222, 51223, 51225.1, 51225.2, 51228.1, 51228.2, 51228.3, and Title 5, Sections 4610 and 4630)

### 3. Complaints regarding pupil fees and LCAP violations

## **Pacific Grove Unified School District**

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**UNIFORM COMPLAINT PROCEDURES**

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Any complaint alleging noncompliance with law regarding the prohibition against requiring students to pay student fees, deposits, and charges or any requirement related to the LCAP, may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance. A complaint about a violation of the prohibition against the charging of unlawful student fees may be filed with the principal of the school. However, those complaints must be filed no later than one year from the date the alleged violation occurred. (Education Code Sections 49013, 52074; Title 5 Section 4630)

The complaint shall be presented to the Compliance Officer who shall maintain a log of complaints received, providing each with a code number and a date stamp. If a complainant is unable to put a complaint in writing due to conditions such as illiteracy or other disabilities, District staff shall help him or her to file the complaint. (Title 5, Section 4600)

### **Mediation**

Within three days of receiving the complaint, the compliance officer may informally discuss with the complainant the possibility of using mediation. If the complainant agrees to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a discrimination complaint, the compliance officer shall ensure that all parties agree to make the mediator a party to related confidential information.

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

The use of mediation shall not extend the District's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. (Title 5, Section 4631)

### **Investigation of Complaint**

The compliance officer will hold an investigative meeting with the complainant within five school days of receiving the complaint. The complainant, and his or her representative, will have an opportunity to present the complaint(s) and evidence or information leading to support the allegations of non-compliance with state and federal laws and/or regulations. (Title 5, Section 4631)

Parties to the dispute may discuss the complaint and question each other or each other's witnesses. If the complainant does not attend the meeting, the District representative will make a formal note of the occurrence and move forward in completing the investigation.

The District will investigate the complaint and issue the complainant a written report within 60 days from the date of the receipt of the complaint, unless the complainant agrees in writing to an extension of time. (Title 5, Section 4631)

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Refusal by the complainant to provide the investigator with documents or other evidence related to the allegations in the complaint, or to otherwise fail or refuse to cooperate in the investigation or engage in any other obstruction of the investigation, may result in the dismissal of the complaint because of a lack of evidence to support the allegations. (Title 5, Section 4631)

Refusal by the District to provide the investigator with access to records and/or other information related to the allegation in the complaint, or to otherwise fail or refuse to cooperate in the investigation or engage in any other obstruction of the investigation, may result in a finding based on evidence collected that a violation has occurred and may result in the imposition of a remedy in favor of the complainant. (Title 5, Section 4631)

### **Response**

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

If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 days of the District's initially receiving the complaint or within the time period that has been specified in a written agreement with the complainant. (Title 5, Section 4631)

### **Final Written Decision**

The report of the District's decision shall be written in English and in the language of the complainant whenever feasible or required by law. If it is not feasible to write this report in the complainant's primary language, the District shall arrange a meeting at which a community member will interpret it for the complainant.

This written decision shall include:

1. The findings of fact based on the evidence gathered,
2. Conclusions of law,
3. Disposition of the complaint,
4. The rationale for the disposition,
5. Corrective actions, if they are warranted, including, with respect to a pupil fee complaint, a remedy that comports with Education Code sections 49013(d) and Title 5, Section 4600(u).
6. Notice of the complainant's right to appeal the District's decision to the California Department of Education (CDE), and
7. Procedures to be followed for initiating an appeal to the CDE.  
 (Title 5, Section 4631)

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If an employee is disciplined as a result of the complaint, this report shall simply state that effective action was taken and that the employee was informed of District expectations. The report shall not give any further information as to the nature of the disciplinary action.

**Appeals to the California Department of Education**

If dissatisfied with the District's decision, the complainant may appeal in writing to the California Department of Education within 15 days of receiving the District's decision. ~~For good cause, the Superintendent of Public Instruction may grant an extension for filing appeals. (Title 5, Section 4632)~~ When appealing to the California Department of Education, the complainant must specify the reason(s) for appealing the District's decision and must include a copy of the locally filed complaint and the District's decision. (Title 5, Section 4632)

**Direct State Intervention**

Complainants may ask the California Department of Education to directly intervene without waiting for action by the District when certain conditions exist, including, but not limited to, the following: (1) the complaint alleges that the District has failed to comply with its Uniform Complaint Procedures, including, but not limited to, the failure or refusal to cooperate with an investigation; (2) the complainant requests anonymity due to the danger of retaliation and complainant would suffer immediate and irreparable harm if complainant files a complaint with the District; (3) complainant alleges a failure to comply with special education due process procedures pursuant to state and federal law or a due process hearing order; (4) the complaint is related to special education and alleges facts that indicate that one or more students may be in immediate physical danger or that the health, safety, or welfare of one or more students is threatened; or (6) complainant alleges that the District failed to follow a student's individualized education plan.

See Code of Regulations, Title 5, Section 4650 for the full list of situations that may warrant direct state intervention.

See Policy #1312.3  
 CSBA Date – 10/97



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**Compliance Officers**

The Governing Board designates the following compliance officer/s who shall be responsible for initially receiving all complaints, investigating as appropriate and/or delegating to the appropriate Program Administrator to investigate and ensure District compliance with law: (Title 5, Section 4621)

Director, Human Resources  
435 Hillcrest Avenue  
Pacific Grove, CA 93950  
(831)-646-6507

The Superintendent or designee shall ensure that employees designated to investigate complaints are knowledgeable about the laws and programs for which they are responsible. Such employees may have access to legal counsel as determined by the Superintendent or designee. (Title 5, Section 4621)

**Notifications**

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

The Superintendent or designee shall meet the notification requirements of the Code of Regulations, Title 5, Section 4622, including the annual dissemination of District complaint procedures and information about available appeals, civil law remedies and conditions under which a complaint may be taken directly to the California Department of Education. The Superintendent or designee shall ensure that complainants understand that they may pursue other remedies, including actions before civil courts or other public agencies.

The above notification shall state that complainants may seek help from agencies such as legal assistance agencies, local mediation centers or the county office of education. Local resources include:

- Monterey County Office of Education
- Department of Fair Employment and Housing
- Office of Civil Rights
- Equal Employment Opportunity Commission

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

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

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**UNIFORM COMPLAINT PROCEDURES**

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**Procedures**

The following procedures shall be used to address only the complaints specified in Board Policy 1312.3. Compliance officers shall maintain a record of each complaint and subsequent related actions, including all information required for compliance with the Code of Regulations, Title 5, Section 4633.

All parties involved in allegations shall be notified when a complaint is filed, when a complaint meeting or hearing is scheduled and when a decision or ruling is made.

**Filing of Complaint****1. Complaints alleging unlawful discrimination, harassment, intimidation or bullying**

Complaints alleging unlawful discrimination, harassment, intimidation or bullying may be filed by a person who alleges that he/she personally suffered unlawful discrimination or by a person who believes that an individual or any specific class of individuals has been subjected to unlawful discrimination. The complaint must be initiated no later than six months from the date when the alleged discrimination occurred or when the complainant first obtained knowledge of the facts of the alleged discrimination unless the time for filing is extended by the district superintendent or his or her designee, upon written request by the complainant setting forth the reasons for the extension. Such extension by the district superintendent or his or her designee shall be made in writing. The period for filing may be extended by the district superintendent or his or her designee for good cause for a period not to exceed 90 days following the expiration of the six month time period. The district superintendent shall respond immediately upon a receipt of a request for extension. (Title 5, Section 4630)

**2. Complaints alleging violations of federal or state law governing certain programs**

A written complaint alleging District violation of applicable federal or state laws governing adult education programs, consolidated categorical aid programs, migrant education, career technical education and training programs, Regional Occupational Centers and Programs, child care and development programs, state preschool program health and safety, child nutrition programs, foster and homeless youth services, lactating student accommodations, pregnant and parenting student parental leave and educational rights, physical education instructional minute requirements, educational content course requirements for grades 9-12, former juvenile court school students' graduation, coursework and continuing education options, graduation and coursework requirements for foster youth, homeless students, migratory and newly arrived immigrant students participating in a "Newcomer Program" and students living in active duty military households, school safety planning or special education programs, may be filed by any individual, public agency, or organization. (Education Code Sections 222, 51210, 51222, 51223, 51225.1, 51225.2, 51228.1, 51228.2, 51228.3, and Title 5, Sections 4610 and 4630)

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**~~UNIFORM COMPLAINT PROCEDURES~~**~~Mandated Procedures~~3. Complaints regarding pupil fees and LCAP violations

Any complaint alleging noncompliance with law regarding the prohibition against requiring students to pay student fees, deposits, and charges or any requirement related to the LCAP, may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance. A complaint about a violation of the prohibition against the charging of unlawful student fees may be filed with the principal of the school. However, those complaints must be filed no later than one year from the date the alleged violation occurred. (Education Code Sections 49013, 52074; Title 5 Section 4630)

The complaint shall be presented to the Compliance Officer who shall maintain a log of complaints received, providing each with a code number and a date stamp.

If a complainant is unable to put a complaint in writing due to conditions such as illiteracy or other disabilities, District staff shall help him or her to file the complaint. (Title 5, Section 4600)

**Mediation**

Within three days of receiving the complaint, the compliance officer may informally discuss with the complainant the possibility of using mediation. If the complainant agrees to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a discrimination complaint, the compliance officer shall ensure that all parties agree to make the mediator a party to related confidential information.

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

The use of mediation shall not extend the District's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. (Title 5, Section 4631)

**Investigation of Complaint**

The compliance officer will hold an investigative meeting with the complainant within five school days of receiving the complaint. The complainant, and his or her representative, will have an

opportunity to present the complaint(s) and evidence or information leading to support the allegations of non-compliance with state and federal laws and/or regulations. (Title 5, Section 4631)

Parties to the dispute may discuss the complaint and question each other or each other's witnesses. If the complainant does not attend the meeting, the District representative will make a formal note of the occurrence and move forward in completing the investigation.

The District will investigate the complaint and issue the complainant a written report within 60 days from the date of the receipt of the complaint, unless the complainant agrees in writing to an extension

**Pacific Grove Unified School District**

**UNIFORM COMPLAINT PROCEDURES**

Mandated Procedures

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of time. (Title 5, Section 4631)

Refusal by the complainant to provide the investigator with documents or other evidence related to the allegations in the complaint, or to otherwise fail or refuse to cooperate in the investigation or engage in any other obstruction of the investigation, may result in the dismissal of the complaint because of a lack of evidence to support the allegations. (Title 5, Section 4631)

Refusal by the District to provide the investigator with access to records and/or other information related to the allegation in the complaint, or to otherwise fail or refuse to cooperate in the investigation or engage in any other obstruction of the investigation, may result in a finding based on evidence collected that a violation has occurred and may result in the imposition of a remedy in favor of the complainant. (Title 5, Section 4631)

**Response**

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

If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 days of the District's initially receiving the complaint or within the time period that has been specified in a written agreement with the complainant. (Title 5, Section 4631)

**Final Written Decision**

The report of the District's decision shall be written in English and in the language of the complainant whenever feasible or required by law. If it is not feasible to write this report in the complainant's primary language, the District shall arrange a meeting at which a community member will interpret it for the complainant.

This written decision shall include:

1. The findings of fact based on the evidence gathered,
2. Conclusions of law,
3. Disposition of the complaint,
4. The rationale for the disposition,
5. Corrective actions, if they are warranted, including, with respect to a pupil fee complaint, a remedy that comports with Education Code sections 49013(d) and Title 5, Section 4600(u).
6. Notice of the complainant's right to appeal the District's decision to the California Department of Education (CDE), and
7. Procedures to be followed for initiating an appeal to the CDE.  
(Title 5, Section 4631)

**Pacific Grove Unified School District**

**UNIFORM COMPLAINT PROCEDURES**

Mandated Procedures

If an employee is disciplined as a result of the complaint, this report shall simply state that effective action was taken and that the employee was informed of District expectations. The report shall not give any further information as to the nature of the disciplinary action.

**Appeals to the California Department of Education**

If dissatisfied with the District's decision, the complainant may appeal in writing to the California Department of Education within 15 days of receiving the District's decision. When appealing to the California Department of Education, the complainant must specify the reason(s) for appealing the District's decision and must include a copy of the locally filed complaint and the District's decision. (Title 5, Section 4632)

**Direct State Intervention**

Complainants may ask the California Department of Education to directly intervene without waiting for action by the District when certain conditions exist, including, but not limited to, the following: (1) the complaint alleges that the District has failed to comply with its Uniform Complaint Procedures, including, but not limited to, the failure or refusal to cooperate with an investigation; (2) the complainant requests anonymity due to the danger of retaliation and complainant would suffer immediate and irreparable harm if complainant files a complaint with the District; (3) complainant alleges a failure to comply with special education due process procedures pursuant to state and federal law or a due process hearing order; (4) the complaint is related to special education and alleges facts that indicate that one or more students may be in immediate physical danger or that the health, safety, or welfare of one or more students is threatened; or (6) complainant alleges that the District failed to follow a student's individualized education plan.

See Code of Regulations, Title 5, Section 4650 for the full list of situations that may warrant direct state intervention.

See Policy #1312.3  
CSBA Date – 10/97

# Pacific Grove Unified School District

Community Relations

Exhibit #1312.3

## PACIFIC GROVE UNIFIED SCHOOL DISTRICT Uniform Complaint Form

Please complete all information and return this form to: **PGUSD Human Resource Office  
435 Hillcrest Avenue  
Pacific Grove, CA 93950**

If you need help filling out the form please contact the Human Resources Director at 646-6507.

<b>Date</b>	<b>Name of Complainant</b>	<b>School</b>
<b>Address</b>	<b>City</b>	<b>State      Zip</b>
<b>Phone (Day)</b>	<b>Phone (Evening)</b>	<b>Phone (Cell)</b>

Name of Parent if not Complainant

*Please check the appropriate box(es):*

- A. I am filing a complaint alleging unlawful discrimination, harassment, intimidation, or bullying based on one or more of the following actual or perceived characteristics, or association with a person or group with one or more of the following actual or perceived characteristics: disability, gender, gender identity, gender expression, nationality, race or ethnicity, ethnic group identification, immigration status, color, age, religion, genetic information, sex or sexual orientation, marital, pregnancy, parental or family status or any other characteristics identified in Education Code sections 200 and 220, Government Code section 11135, or Penal Code section 422.55, in any District program or activity that receives or benefits from state financial assistance.
- B. I am filing a complaint alleging a violation of federal or state laws governing any of the following: adult education, consolidated categorical aid programs, career technical and technical education, Regional Occupational Centers and Programs, migrant education, child care and development programs, state preschool program health and safety, foster and homeless youth services, lactating student accommodations, pregnant and parenting student parental leave and educational rights, physical education instructional minute requirements, educational content course requirements for grades 9-12, former juvenile court school students' graduation, coursework and continuing education options, graduation and coursework requirements for foster youth, homeless students, migratory and newly arrived immigrant students participating in a "Newcomer Program," and students living in active duty military households, child nutrition programs, special education or school safety planning.

Please specify the program(s): \_\_\_\_\_ .

- C. I am filing a complaint alleging violation of the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities.
- D. I am filing a complaint alleging that the District has not complied with legal requirements related to the implementation of the Local Control and Accountability Plan (LCAP).

E. I am filing a complaint alleging violation of rights of homeless students and students in foster care.

F. I am filing a complaint alleging violation of student rights regarding graduation and coursework requirements for foster youth, homeless students, former juvenile court students, migratory and new arrived immigrant student participating in a "Newcomer Program", and students living in active duty military households.

G. I am filing a complaint alleging violation of lactation accommodations for parenting students.

H. I am filing a complaint alleging violation by assigning students to course periods without educational content.

I. I am filing a complaint alleging violation of required physical education instructional minutes.

J. I am filing a complaint alleging violation of graduation requirements and continuing education options for juvenile court school students.

K. I am filing a complaint alleging violation of rights of pregnant or parenting students.

L. I am filing a complaint alleging schools plans for student achieve or school site council.

M. I am filing a complaint alleging retaliation for filing a UCP complaint.

Date and results of informal meeting and/or mediation (if applicable):

(If you need additional space, you may attach a separate sheet of paper to this complaint form.)

**(For Office Use Only)**

\_\_\_\_\_  
**Date Received**

\_\_\_\_\_  
**Date Complainant was contacted**

\_\_\_\_\_  
**Expected Date of Written Response (60 working days)**

# Pacific Grove Unified School District

Community Relations  
#1312.3

Exhibit

For each box that you checked, please specifically describe the nature of your complaint. **Be as factual and specific as possible.** Discrimination complaints must be initiated no later than six months from the date when the alleged discrimination occurred or when the complainant first obtained knowledge of the facts supporting the alleged discrimination. Therefore, you must at least indicate the approximate date of the alleged violation. If the violation has occurred over a period of time or is continuing, please indicate the time period in question.

Details of the complaint (attach appropriate supporting documents):

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Specific remedy sought:

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Within 60 calendar days following the receipt of the complaint a written report of the district's investigation shall be completed.

Signature of Complainant: \_\_\_\_\_



**Pacific Grove Unified School District**

Community Relations

Exhibit #1312.3

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
Uniform Complaint Form**

**Please complete all information and return this form to:** PGUSD Human Resource Office  
435 Hillcrest Avenue  
Pacific Grove, CA 93950

*If you need help filling out the form please contact the Human Resources Director at 646-6507.*

<b>Date</b>	<b>Name of Complainant</b>	<b>School</b>	
<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Phone (Day)</b>	<b>Phone (Evening)</b>	<b>Phone (Cell)</b>	

**Name of Parent if not Complainant** \_\_\_\_\_

Please check the appropriate box(es):

- A. I am filing a complaint alleging unlawful discrimination, harassment, intimidation, or bullying based on one or more of the following actual or perceived characteristics, or association with a person or group with one or more of the following actual or perceived characteristics: disability, gender, gender identity, gender expression, nationality, race or ethnicity, ethnic group identification, immigration status, color, age, religion, genetic information, sex or sexual orientation, marital, pregnancy, parental or family status or any other characteristics identified in Education Code sections 200 and 220, Government Code section 11135, or Penal Code section 422.55, in any District program or activity that receives or benefits from state financial assistance.
- B. I am filing a complaint alleging a violation of federal or state laws governing any of the following: adult education, consolidated categorical aid programs, career technical and technical education, Regional Occupational Centers and Programs, migrant education, child care and development programs, state preschool program health and safety, foster and homeless youth services, lactating student accommodations, pregnant and parenting student parental leave and educational rights, physical education instructional minute requirements, educational content course requirements for grades 9-12, former juvenile court school students' graduation, coursework and continuing education options, graduation and coursework requirements for foster youth, homeless students, migratory and newly arrived immigrant students participating in a "Newcomer Program," and students living in active duty military households, child nutrition programs, special education or school safety planning.  
  
Please specify the program(s): \_\_\_\_\_ .
- C. I am filing a complaint alleging violation of the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities.
- D. I am filing a complaint alleging that the District has not complied with legal requirements related to the implementation of the Local Control and Accountability Plan (LCAP).
- E. I am filing a complaint alleging violation of rights of homeless students and students in foster care.
- F. I am filing a complaint alleging violation of student rights regarding graduation and coursework requirements for foster youth, homeless students, former juvenile court students, migratory and new arrived immigrant student participating in a "Newcomer Program", and students living in active duty military households.
- G. I am filing a complaint alleging violation of lactation accommodations for parenting students.
- H. I am filing a complaint alleging violation by assigning students to course periods without educational content.
- I. I am filing a complaint alleging violation of required physical education instructional minutes.

- J. I am filing a complaint alleging violation of graduation requirements and continuing education options for juvenile court school students.
- K. I am filing a complaint alleging violation of rights of pregnant or parenting students.
- L. I am filing a complaint alleging schools plans for student achieve or school site council.
- M. I am filing a complaint alleging retaliation for filing a UCP complaint.

Date and results of informal meeting and/or mediation (if applicable):

(If you need additional space, you may attach a separate sheet of paper to this complaint form.)

<b>(For Office Use Only)</b>	
<b>Date Received</b> _____	<b>Date Complainant was contacted</b> _____
<b>Expected Date of Written Response (60 working days)</b> _____	

# Pacific Grove Unified School District

Community Relations  
#1312.3

Exhibit

**For each box that you checked, please specifically describe the nature of your complaint. Be as factual and specific as possible. Discrimination complaints must be initiated no later than six months from the date when the alleged discrimination occurred or when the complainant first obtained knowledge of the facts supporting the alleged discrimination. Therefore, you must as least indicate the approximate date of the alleged violation. If the violation has occurred over a period of time or is continuing, please indicate the time period in question.**

**Details of the complaint (attach appropriate supporting documents):**

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**Specific remedy sought:**

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Within 60 calendar days following the receipt of the complaint a written report of the district's investigation shall be completed.

**Signature of Complainant:** \_\_\_\_\_

# PACIFIC GROVE UNIFIED SCHOOL DISTRICT

## Community Relations

Regulation #1312.4

### WILLIAMS UNIFORM COMPLAINT PROCEDURES

#### Types of Complaints

The district shall use the following procedures to investigate and resolve complaints when the complainant alleges that any of the following has occurred: (Education Code 35186; 5 CCR §§~~4680-4683~~4680-4687)

1. Instructional materials
  - a. A student, including an English learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
  - b. A student does not have access to instructional materials to use at home or after school in order to complete required homework assignments. This does not require two sets of textbooks or instructional materials for each student.
  - c. Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.
  - d. A student was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.
  
2. Teacher vacancy or misassignment
  - a. A semester begins and a certificated teacher is not assigned to teach the class.
 

*Vacancy* means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester. (Education Code 35186; 5 CCR § 4600)

*Beginning of the year or semester* means the first day classes necessary to serve all students enrolled are established with a single designated certificated employee assigned for the duration of the class, but not later than 20 working days after the first day students attend classes for that semester. (5 CCR § 4600)
  - b. A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learner students in the class.
  - c. A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

# PACIFIC GROVE UNIFIED SCHOOL DISTRICT

## Community Relations

Regulation #1312.4

*Misassignment* means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold. (Education Code 35186; 5 CCR § 4600)

### 3. Facilities

- a. A condition poses an emergency or urgent threat to the health or safety of students or staff.

*Emergency or urgent threat* means structures or systems that are in a condition that poses a threat to the health and safety of students or staff while at school, including but not limited to gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to students or staff; or structural damage creating a hazardous or uninhabitable condition. (Education Code 17592.72)

- b. A school restroom has not been cleaned, maintained, or kept open in accordance with Education Code 35292.5.

*Clean or maintained school restroom* means a school restroom has been cleaned or maintained regularly, is fully operational, or has been stocked at all times with toilet paper, soap, or paper towels or functional hand dryers. (Education Code 35292.5)

*Open restroom* means the school has kept all restrooms open during school hours when students are not in classes and has kept a sufficient number of restrooms open during school hours when students are in classes. This does not apply when the temporary closing of the restroom is necessary for student safety or to make repairs. (Education Code 35292.5)

### 4. Complaints regarding the noncompliance of a license-exempt California State Preschool Program (CSPP) with health and safety standards specified in Health and Safety Code 1596.7925 and related state regulations, including any complaint alleging that: (Education Code 8235.5; Health and Safety Code 1596.7925)

- a. The preschool does not have outdoor shade that is safe and in good repair.
- b. Drinking water is not accessible and/or readily available throughout the day.
- c. The preschool does not provide safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children.
- d. Restroom facilities are not available only for preschoolers and kindergartners.
- e. The preschool program does not provide visual supervision of children at all times.

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

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

## PACIFIC GROVE UNIFIED SCHOOL DISTRICT

### Community Relations

Regulation #1312.4

#### **Filing of Complaint**

A complaint alleging any condition(s) specified above shall be filed with the principal or designee. The principal or designee shall forward a complaint about problems beyond his/her authority to the Superintendent or designee within 10 working days. (Education Code 35186; 5 CCR § 4680)

The principal or designee shall make all reasonable efforts to investigate any problem within his/her authority. He/she shall remedy a valid complaint within a reasonable time period not to exceed 30 working days from the date the complaint was received. (Education Code 35186; 5 CCR § 4685)

Complaints may be filed anonymously. If the complainant has indicated on the complaint form that he/she would like a response to his/her complaint, the principal or designee shall report the resolution of the complaint to him/her within 45 working days of the initial filing of the complaint. At the same time, the principal or designee shall report the same information to the Superintendent or designee. (Education Code 35186; 5 CCR §§ 4680, 4685)

When Education Code 48985 is applicable and the complainant has requested a response, the response shall be written in English and in the primary language in which the complaint was filed. (Education Code 35186)

If a complainant is not satisfied with the resolution of the complaint, he/she may describe the complaint to the Governing Board at a regularly scheduled hearing. (Education Code 35186; 5 CCR § 4686)

For complaints concerning a facility condition that poses an emergency or urgent threat to the health or safety of students or staff as described in item #3 above, a complainant who is not satisfied with the resolution proffered by the principal or Superintendent or designee may file an appeal to the Superintendent of Public Instruction within 15 days of receiving the district's response. The complainant shall comply with the appeal requirements specified in 5 CCR section 4632. (Education Code 35186; 5 CCR § 4687)

Complaints and written responses shall be public records. (Education Code 35186; 5 CCR § 4686)

#### **Reports**

The Superintendent or designee shall report summarized data on the nature and resolution of all complaints to the Board and the County Superintendent of Schools on a quarterly basis. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. These summaries shall be publicly reported on a quarterly basis at a regularly scheduled Board meeting. (Education Code 35186; 5 CCR § 4686)

# PACIFIC GROVE UNIFIED SCHOOL DISTRICT

## Community Relations

Regulation #1312.4

### Forms and Notices

The Superintendent or designee shall ensure a complaint form is available at each school. However, complainants need not use the district's complaint form in order to file a complaint. (Education Code 35186; 5 CCR § 4680)

The Superintendent or designee shall ensure that the district's complaint form contains a space to indicate whether the complainant desires a response to his/her complaint and specifies the location for

filing a complaint. A complainant may add as much text to explain the complaint as he/she wishes. (Education Code 35186; 5 CCR § 4680)

The Superintendent or designee shall ensure that a notice is posted in each classroom in each school containing the components specified in Education Code 35186. (Education Code 35186)

#### EDUCATION CODE:

234.1 Prohibition of discrimination, harassment, intimidation, and bullying

1240 County superintendent of schools, duties

[8235-8239.1 California State Preschool Programs](#)

17592.72 Urgent or emergency repairs, School Facility Emergency Repair Account

33126 School accountability report card

35186 Williams uniform complaint procedures

35292.5 Restrooms, maintenance and cleanliness

48985 Notice to parents in language other than English

60119 Hearing on sufficiency of instructional materials

#### CODE OF REGULATIONS, TITLE 5

4600–4670~~87~~ Uniform complaint procedures

[4680-4687 Williams uniform complaint procedures](#)

#### HEALTH AND SAFETY CODE

[1596.792 California Child Day Care Act: general provisions and definitions](#)

[1596.7925 California Child Day Care Act: health and safety regulations](#)

#### UNITED STATES CODE, TITLE 20

[6314 Title I schoolwide program](#)

#### Management Resources:

#### WEB SITES

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

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

California Department of Education, Williams case: <http://www.cde.ca.gov/eo/ce/wc>

State Allocation Board, Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

# PACIFIC GROVE UNIFIED SCHOOL DISTRICT

## Community Relations

Regulation #1312.4

### WILLIAMS UNIFORM COMPLAINT PROCEDURES

#### Types of Complaints

The district shall use the following procedures to investigate and resolve complaints when the complainant alleges that any of the following has occurred: (Education Code 35186; 5 CCR §§4680--4687)

1. Instructional materials
  - a. A student, including an English learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
  - b. A student does not have access to instructional materials to use at home or after school in order to complete required homework assignments. This does not require two sets of textbooks or instructional materials for each student.
  - c. Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.
  - d. A student was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.
  
2. Teacher vacancy or misassignment
  - a. A semester begins and a certificated teacher is not assigned to teach the class.
 

*Vacancy* means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester. (Education Code 35186; 5 CCR § 4600)

*Beginning of the year or semester* means the first day classes necessary to serve all students enrolled are established with a single designated certificated employee assigned for the duration of the class, but not later than 20 working days after the first day students attend classes for that semester. (5 CCR § 4600)
  - b. A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learner students in the class.
  - c. A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

# PACIFIC GROVE UNIFIED SCHOOL DISTRICT



**Community Relations**

*Misassignment* means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold. (Education Code 35186; 5 CCR § 4600)

## 3. Facilities

- a. A condition poses an emergency or urgent threat to the health or safety of students or staff.

*Emergency or urgent threat* means structures or systems that are in a condition that poses a threat to the health and safety of students or staff while at school, including but not limited to gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to students or staff; or structural damage creating a hazardous or uninhabitable condition. (Education Code 17592.72)

- b. A school restroom has not been cleaned, maintained, or kept open in accordance with Education Code 35292.5.

*Clean or maintained school restroom* means a school restroom has been cleaned or maintained regularly, is fully operational, or has been stocked at all times with toilet paper, soap, or paper towels or functional hand dryers. (Education Code 35292.5)

*Open restroom* means the school has kept all restrooms open during school hours when students are not in classes and has kept a sufficient number of restrooms open during school hours when students are in classes. This does not apply when the temporary closing of the restroom is necessary for student safety or to make repairs. (Education Code 35292.5)

4. Complaints regarding the noncompliance of a license-exempt California State Preschool Program (CSPP) with health and safety standards specified in Health and Safety Code [1596.7925](#) and related state regulations, including any complaint alleging that: (Education Code [8235.5](#); Health and Safety Code [1596.7925](#))

- a. The preschool does not have outdoor shade that is safe and in good repair.
- b. Drinking water is not accessible and/or readily available throughout the day.
- c. The preschool does not provide safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children.
- d. Restroom facilities are not available only for preschoolers and kindergartners.
- e. The preschool program does not provide visual supervision of children at all times.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT**

**Community Relations**

- f. Indoor or outdoor space is not properly contained or fenced or does not provide sufficient space for the number of children using the space at any given time.
- g. Playground equipment is not safe, in good repair, or age appropriate.

**Filing of Complaint**

A complaint alleging any condition(s) specified above shall be filed with the principal or designee. The principal or designee shall forward a complaint about problems beyond his/her authority to the Superintendent or designee within 10 working days. (Education Code 35186; 5 CCR § 4680)

The principal or designee shall make all reasonable efforts to investigate any problem within his/her authority. He/she shall remedy a valid complaint within a reasonable time period not to exceed 30 working days from the date the complaint was received. (Education Code 35186; 5 CCR § 4685)

Complaints may be filed anonymously. If the complainant has indicated on the complaint form that he/she would like a response to his/her complaint, the principal or designee shall report the resolution of the complaint to him/her within 45 working days of the initial filing of the complaint. At the same time, the principal or designee shall report the same information to the Superintendent or designee. (Education Code 35186; 5 CCR §§ 4680, 4685)

When Education Code 48985 is applicable and the complainant has requested a response, the response shall be written in English and in the primary language in which the complaint was filed. (Education Code 35186)

If a complainant is not satisfied with the resolution of the complaint, he/she may describe the complaint to the Governing Board at a regularly scheduled hearing. (Education Code 35186; 5 CCR § 4686)

For complaints concerning a facility condition that poses an emergency or urgent threat to the health or safety of students or staff as described in item #3 above, a complainant who is not satisfied with the resolution proffered by the principal or Superintendent or designee may file an appeal to the Superintendent of Public Instruction within 15 days of receiving the district's response. The complainant shall comply with the appeal requirements specified in 5 CCR section 4632. (Education Code 35186; 5 CCR § 4687)

Complaints and written responses shall be public records. (Education Code 35186; 5 CCR § 4686)

**Reports**

The Superintendent or designee shall report summarized data on the nature and resolution of all complaints to the Board and the County Superintendent of Schools on a quarterly basis. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. These summaries shall be publicly reported on a quarterly basis at a regularly scheduled Board meeting. (Education Code 35186; 5 CCR § 4686)

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT****Community Relations**

Regulation #1312.4

## Forms and Notices

The Superintendent or designee shall ensure a complaint form is available at each school. However, complainants need not use the district's complaint form in order to file a complaint. (Education Code 35186; 5 CCR § 4680)

The Superintendent or designee shall ensure that the district's complaint form contains a space to indicate whether the complainant desires a response to his/her complaint and specifies the location for

filing a complaint. A complainant may add as much text to explain the complaint as he/she wishes. (Education Code 35186; 5 CCR § 4680)

The Superintendent or designee shall ensure that a notice is posted in each classroom in each school containing the components specified in Education Code 35186. (Education Code 35186)

### EDUCATION CODE:

234.1 Prohibition of discrimination, harassment, intimidation, and bullying

1240 County superintendent of schools, duties

[8235-8239.1](#) California State Preschool Programs

17592.72 Urgent or emergency repairs, School Facility Emergency Repair Account

33126 School accountability report card

35186 Williams uniform complaint procedures

35292.5 Restrooms, maintenance and cleanliness

48985 Notice to parents in language other than English

60119 Hearing on sufficiency of instructional materials

### CODE OF REGULATIONS, TITLE 5

4600–4670 Uniform complaint procedures

[4680-4687](#) Williams uniform complaint procedures

### HEALTH AND SAFETY CODE

[1596.792](#) California Child Day Care Act; general provisions and definitions

[1596.7925](#) California Child Day Care Act; health and safety regulations

### UNITED STATES CODE, TITLE 20

[6314](#) Title I schoolwide program

### Management Resources:

#### WEB SITES

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

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

California Department of Education, Williams case: <http://www.cde.ca.gov/eo/ce/wc>

State Allocation Board, Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

# PACIFIC GROVE UNIFIED SCHOOL DISTRICT

Community Relations

Exhibit # 1312.4

## WILLIAMS UNIFORM COMPLAINT PROCEDURES

### NOTICE TO PARENTS/GUARDIANS: COMPLAINT RIGHTS

Parents/Guardians:

Education Code 35186 requires that the following notice be posted in your child's classroom:

1. There should be sufficient textbooks and instructional materials. For there to be sufficient textbooks and instructional materials, each student, including English learners, must have a textbook or instructional material, or both, to use in class and to take home to complete required homework assignments.
2. School facilities must be clean, safe, and maintained in good repair.
3. There should be no teacher vacancies or misassignments. There should be a teacher assigned to each class and not a series of substitutes or other temporary teachers. The teacher should have the proper credential to teach the class, including the certification required to teach English learners, if present. "Misassignment" means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential, or placement in a teaching or services position for which the employee is not otherwise authorized by statute to hold.

"Teacher Vacancy" means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

To file a complaint regarding the above matters, complaint forms can be obtained at the principal's office, district office, or can be downloaded from the school district's or California Department of Education's website.: <http://www.cde.ca.gov/re/cp/uc>. However, a complaint need not be filed using either the district's complaint form or the form from the California Department of Education.

# PACIFIC GROVE UNIFIED SCHOOL DISTRICT

Community Relations

Exhibit # 1312.4

## COMPLAINT FORM: WILLIAMS UNIFORM COMPLAINT PROCEDURE

Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide your contact information below.

Response requested?  Yes  No

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

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

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

PhoneNumber: \_\_\_\_\_ Day: \_\_\_\_\_ Evening: \_\_\_\_\_

Email: \_\_\_\_\_

Issue(s) of the complaint: Please check all that apply:

1. Textbooks and instructional materials:

- A student lacks textbooks or instructional materials to use in class.
- A student does not have access to instructional materials to use at home or after school to complete homework assignments.
- Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.
- A student was provided photocopied sheets from only a portion of a textbook or instructional material to address a shortage of textbooks or instructional materials.

2. Teacher vacancy or misassignment:

- A semester begins and a certificated teacher is not assigned to teach the class.
- A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20% English learners in the class.
- A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions:

- A condition exists that poses an emergency or urgent threat to the health or safety of students or staff as defined in Administrative Regulation 1312.4.  
A school restroom has not been cleaned, maintained or kept open in accordance with Education Code 35292.5.

Please describe the subject(s) of your complaint in detail, including the date of the problem and specific location where the problem occurred (school, room number). You may attach additional pages if necessary to fully describe the situation:

# PACIFIC GROVE UNIFIED SCHOOL DISTRICT

**Community Relations**

Exhibit # 1312.4

Please file this complaint with the person specified below at the following location:

Director II, Human Resources  
Pacific Grove Unified School District  
435 Hillcrest Avenue  
Pacific Grove, CA 93950

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated. Please note that all complaints and response are public records.

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT****Community Relations**

Exhibit # 1312.4

**WILLIAMS UNIFORM COMPLAINT PROCEDURES****NOTICE TO PARENTS/GUARDIANS:  
COMPLAINT RIGHTS**

Parents/Guardians:

Education Code 35186 requires that the following notice be posted in your child's classroom:

1. There should be sufficient textbooks and instructional materials. For there to be sufficient textbooks and instructional materials, each student, including English learners, must have a textbook or instructional material, or both, to use in class and to take home to complete required homework assignments.
2. School facilities must be clean, safe, and maintained in good repair.
3. There should be no teacher vacancies or misassignments. There should be a teacher assigned to each class and not a series of substitutes or other temporary teachers. The teacher should have the proper credential to teach the class, including the certification required to teach English learners, if present. "Misassignment" means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential, or placement in a teaching or services position for which the employee is not otherwise authorized by statute to hold.

"Teacher Vacancy" means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.

To file a complaint regarding the above matters, complaint forms can be obtained at the principal's office, district office, or can be downloaded from the school district's or California Department of Education's website.: <http://www.cde.ca.gov/re/cp/uc>. However, a complaint need not be filed using either the district's complaint form or the form from the California Department of Education.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT****Community Relations**

Exhibit # 1312.4

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Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide your contact information below.

Response requested?  Yes  No

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

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

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

PhoneNumber: \_\_\_\_\_ Day: \_\_\_\_\_ Evening: \_\_\_\_\_

Email: \_\_\_\_\_

Issue(s) of the complaint: Please check all that apply:

1. Textbooks and instructional materials:

- A student lacks textbooks or instructional materials to use in class.
- A student does not have access to instructional materials to use at home or after school to complete homework assignments.
- Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.
- A student was provided photocopied sheets from only a portion of a textbook or instructional material to address a shortage of textbooks or instructional materials.

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- A semester begins and a certificated teacher is not assigned to teach the class.
- A teacher lacks credentials or training to teach English learners or is assigned to teach a class with more than 20% English learners in the class.
- A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

3. Facility conditions:

- A condition exists that poses an emergency or urgent threat to the health or safety of students or staff as defined in Administrative Regulation 1312.4.
- A school restroom has not been cleaned, maintained or kept open in accordance with Education Code 35292.5.

Please describe the subject(s) of your complaint in detail, including the date of the problem and specific location where the problem occurred (school, room number). You may attach additional pages if necessary to fully describe the situation:



# PACIFIC GROVE UNIFIED SCHOOL DISTRICT

## Community Relations

Exhibit # 1312.4

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\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Pacific Grove Unified School District

Business

Policy #3513.3

### TOBACCO-FREE SCHOOLS/SMOKING

Mandated Policy

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 further 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 and 104559; 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 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.

“Smoking” means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, tobacco or plant product intended for inhalation, whether natural or synthetic, in any manner or in any form and includes the use of an electronic smoking device that creates an 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

*BUSINESS AND PROFESSIONS CODE*

22950.5 Stop Tobacco Access to Kids Enforcement Act

*EDUCATION CODE*

48900 Grounds for suspension/expulsion

48901 Prohibition against tobacco use by students

## Pacific Grove Unified School District

Business

Policy #3513.3

### TOBACCO-FREE SCHOOLS/SMOKING

Mandated Policy

#### *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

#### *PENAL CODE*

308 Unlawful to sell or furnish tobacco products 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

#### PERB 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)

# Pacific Grove Unified School District

Business

Policy #3513.3

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“Smoking” means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, tobacco or plant product intended for inhalation, whether natural or synthetic, in any manner or in any form and includes the use of an electronic smoking device that creates an 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.

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**Pacific Grove Unified School District**BusinessPolicy #3513.3**TOBACCO-FREE SCHOOLS/SMOKING**

Mandated Policy

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## Pacific Grove Unified School District

Students

Policy # 5 0 2 0

**PARENT RIGHTS AND RESPONSIBILITIES**

Mandated Policy

**Parent Rights**

The Governing Board recognizes that parents/guardians of District students have certain rights as well as responsibilities related to the education of their children.

Parents/guardians shall have the opportunity to work with schools in a mutually supportive and respectful partnership and to help their children succeed in school. (Education Code 51100)

The Board believes that the education of the District's students is a shared responsibility. The Superintendent or designee shall work with parents/guardians to determine appropriate roles and responsibilities of parents/guardians, school staff and students for continuing the intellectual, physical, emotional and social development and well-being of students at each school site, including the means by which the schools and parents/guardians can help students achieve academic and other standards of the school.

Within this framework, the school's primary responsibility shall be to provide a high-quality curriculum and instructional program in a supportive and effective learning environment that enables all students to meet the academic expectations of the school.

The District encourages parents/guardians to support the learning environment of their children by monitoring attendance.

The Superintendent or designee shall ensure that district staff understand the rights of parents/guardians afforded by law and Board policy and follow acceptable practices that respect those rights.

The Superintendent or designee shall take all reasonable steps to ensure that all parents/guardians who speak a language other than English are properly notified in English, and in their home language of the rights and opportunities available to them pursuant to Education Code 48985. (Education Code 51101.1)

**Parent Responsibilities**

Parents/guardians may support the learning environment of their children by:

1. Monitoring attendance of their children
2. Ensuring that homework is completed and turned in on time
3. Encouraging their children to participate in extracurricular and co-curricular activities
4. Monitoring and regulating the television viewed by their children
5. Working with their children at home in learning activities that extend the classroom learning
6. Volunteering in their children's classroom(s) or for other school activities

## Pacific Grove Unified School District

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~~Students~~~~Policy # 5020~~**PARENT RIGHTS AND RESPONSIBILITIES** Mandated Policy

7. Participating in decisions related to the education of their own children or the total school program as appropriate

Legal Reference:

EDUCATION CODE

49091.10-49091.19 Parental review of curriculum and instruction

51100-51102 Parent/guardian right

## Pacific Grove Unified School District

Students

Policy # 5 0 2 0

**PARENT RIGHTS AND RESPONSIBILITIES**

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Pacific Grove Unified School District



**PARENT RIGHTS AND RESPONSIBILITIES**

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## Pacific Grove Unified School District

Students

Regulation 5020

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**PARENT RIGHTS AND RESPONSIBILITIES** Mandated Regulation

The rights of parents/guardians of District students include, but are not limited to, the following:

1. To observe, within a reasonable period of time after making the request, the classroom(s) in which their child is enrolled or for the purpose of selecting the school in which their child will be enrolled (Education Code 51101)

Parents/guardians may observe instructional and other school activities that involve their child in accordance with Board policy and administrative regulations adopted to ensure the safety of students and staff, prevent undue interference with instruction or harassment of school staff, and provide reasonable accommodation to parents/guardians. Upon written request by parents/ guardians, the Superintendent or designee shall arrange for parental observation of a class or activity in a reasonable time frame and in accordance with Board policy and administrative regulations. (Education Code 49091.10)

Parents may observe their child as described above, via a webcam placed in the child's classroom, from a separate location at the school site, as long as the following has been completed:

- a. Parent has provided written consent
  - b. The site principal and the classroom teacher have been notified and provide their consent
  - c. The webcam images and feed are not recorded and the District ensures that they will not be broadcast to other than the identified, on-site location
  - d. The site principal or designee is present during the viewing of the live feed
  - e. The observation is limited to a pre-determined timeframe agreed-upon by all parties
  - f. A note is posted outside the classroom door, alerting all who enter that the live feed is occurring, including the designated timeframe
2. To meet, within a reasonable time of their request, with their child's teacher(s) and the principal of the school in which their child is enrolled (EC 51101)
  3. Under the supervision of District employees, to volunteer their time and resources for the improvement of school facilities and school programs, including, but not limited to, providing assistance in the classroom with the approval, and under the direct supervision, of the teacher (EC 51101)
  4. To be notified on a timely basis if their child is absent from school without permission (Education Code 51101)

## Pacific Grove Unified School District

Students

Regulation 5020

**PARENT RIGHTS AND RESPONSIBILITIES** Mandated Regulation

5. To receive the results of their child's performance and the school's performance on standardized tests and statewide tests (Education Code 51101)

For parents/guardians of English learners, this right shall include the right to receive the results of their child's performance on the English language development test. (Education Code 51101.1)

6. To request a particular school for their child and to receive a response from the District (Education Code 51101)
7. To have a school environment for their child that is safe and supportive of learning (Education Code 51101)
8. To examine the curriculum materials of the class(es) in which their child is enrolled (Education Code 51101; 20 USC 1232h)

Parents/guardians may inspect, in a reasonable time frame, all primary supplemental instructional materials and assessments stored by the classroom teacher, including textbooks, teacher's manuals, films, tapes and software. (EC 49091.10)

Each school site shall make available to parents/guardians and others, upon request, a copy of the prospectus for each course, including the titles, descriptions and instructional aims of the course. (Education Code 49091.14)

The school may charge an amount not to exceed the cost of duplication. (Education Code 49091.14)

9. To be informed of their child's progress in school and of the appropriate school personnel whom they should contact if problems arise with their child (Education Code 51101)
10. To have access to the school records of their child (Education Code 51101)
11. To receive information concerning the academic performance standards, proficiencies or skills their child is expected to accomplish (EC 51101)
12. To be informed in advance about school rules, including disciplinary rules and procedures in accordance with Education Code 48980, attendance policies, dress codes and procedures for visiting the school (Education Code 51101)
13. To receive information about any psychological testing the school does involving their child and to deny permission to give the test (EC 51101)
14. To refuse to submit or to participate in any assessment, analysis, evaluation or monitoring of the quality or character of the student's home life; any form of parental screening or testing; any nonacademic home-based counseling program; parent training; or any prescribed family education service plan and to inspect any survey collecting personal information, as defined in 20 USC 1232h. (Education Code 49091.18; 20 USC 1232hH)

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**Pacific Grove Unified School District**

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Students

Regulation # 5 0 2 0

**PARENT RIGHTS AND RESPONSIBILITIES** Mandated Regulation

15. To participate as a member of a parent advisory committee, school site council or site-based management leadership team in accordance with any rules and regulations governing membership in these organizations (EC 51101)

For parents/guardians of English learners, this right shall include the right to participate in school and district advisory bodies in accordance with federal and state law and regulations. (Education Code 51101.1)

16. To question anything in their child's record that the parent/guardian feels is inaccurate or misleading or is an invasion of privacy and to receive a response from the school (Education Code 51101)
17. To provide prior written consent before their student participates in a survey containing the mental or psychological problems of the student or his/her family, the sexual behavior or attitudes or personal beliefs and practices in family life. (20 U.S.C. § 1232h; Education Code 51513)
18. To be provided written notice and given an opportunity to request that their child not participate in district administered anonymous and voluntary surveys regarding health risks and behaviors, relating to student's attitudes or practices related to sex in grades 7-12. (20 U.S.C. § 1232h; Education Code 51513 and 51938)
19. The Superintendent or designee shall obtain informed written parental consent before testing any student for a behavioral, mental or emotional evaluation. A general consent, including medical consent used to approve admission to or involvement in, a special education or remedial program or regular school activity, shall not constitute written consent for these purposes. (EC 49091.12)
20. Students in grades 7 to 12 shall have the right to obtain confidential medical care or confidential counseling related to the diagnosis or treatment of a drug or alcohol-related problem, or mental health treatment or counseling, without the consent of his/her parent/guardian. (Education Code 46010.1; 49091.12)
21. For parents/guardians of English Learners, to support their child's advancement towards literacy (Education Code 51101.1)
22. For parents/guardians of English learners, to be informed, through the school accountability report card, about statewide and local academic standards, testing programs, accountability measures, and school improvement efforts (Education Code 51101.1)
23. To be notified, as early in the school year as practicable pursuant to Education Code 48070.5, if their child is identified as being at risk of retention and of their right to consult with school personnel responsible for a decision to promote or retain their child and to appear such a decision (Education Code 51101)

## Pacific Grove Unified School District

Students

Regulation 5020

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**PARENT RIGHTS AND RESPONSIBILITIES** Mandated Regulation

The Superintendent or designee may make available, to the extent possible, surplus or undistributed instructional materials to parents/guardians pursuant to Education Code 60510. (Education Code 51101.1)

The Superintendent or designee shall ensure that District staff understand the rights of parents/guardians afforded by law and Board policy and follow acceptable practices that respect those rights.

The Superintendent or designee shall ensure that parents/guardians receive notification regarding their rights in accordance with law.

School officials or law enforcement officials have the authority to investigate or intervene in cases of suspected child abuse, (Education Code 49091.12)

## Pacific Grove Unified School District

Students

Regulation 5020

**PARENT RIGHTS AND RESPONSIBILITIES**

Mandated Regulation

The rights of parents/guardians of District students include, but are not limited to, the following:

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  - c. The webcam images and feed are not recorded and the District ensures that they will not be broadcast to other than the identified, on-site location
  - d. The site principal or designee is present during the viewing of the live feed
  - e. The observation is limited to a pre-determined timeframe agreed-upon by all parties
  - f. A note is posted outside the classroom door, alerting all who enter that the live feed is occurring, including the designated timeframe
2. To meet, within a reasonable time of their request, with their child's teacher(s) and the principal of the school in which their child is enrolled (EC 51101)
  3. Under the supervision of District employees, to volunteer their time and resources for the improvement of school facilities and school programs, including, but not limited to, providing assistance in the classroom with the approval, and under the direct supervision, of the teacher (EC 51101)
  4. To be notified on a timely basis if their child is absent from school without permission (Education Code 51101)

## Pacific Grove Unified School District

**PARENT RIGHTS AND RESPONSIBILITIES** Mandated Regulation

5. To receive the results of their child's performance and the school's performance on standardized tests and statewide tests (Education Code 51101)

For parents/guardians of English learners, this right shall include the right to receive the results of their child's performance on the English language development test. (Education Code 51101.1)

6. To request a particular school for their child and to receive a response from the District (Education Code 51101)
7. To have a school environment for their child that is safe and supportive of learning (Education Code 51101)
8. To examine the curriculum materials of the class(es) in which their child is enrolled (Education Code 51101; 20 USC 1232h)

Parents/guardians may inspect, in a reasonable time frame, all primary supplemental instructional materials and assessments stored by the classroom teacher, including textbooks, teacher's manuals, films, tapes and software. (EC 49091.10)

Each school site shall make available to parents/guardians and others, upon request, a copy of the prospectus for each course, including the titles, descriptions and instructional aims of the course. (Education Code 49091.14)

The school may charge an amount not to exceed the cost of duplication. (Education Code 49091.14)

9. To be informed of their child's progress in school and of the appropriate school personnel whom they should contact if problems arise with their child (Education Code 51101)
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12. To be informed in advance about school rules, including disciplinary rules and procedures in accordance with Education Code 48980, attendance policies, dress codes and procedures for visiting the school (Education Code 51101)
13. To receive information about any psychological testing the school does involving their child and to deny permission to give the test (EC 51101)
14. To refuse to submit or to participate in any assessment, analysis, evaluation or monitoring of the quality or character of the student's home life; any form of parental screening or testing; any nonacademic home-based counseling program; parent training; or any prescribed family education service plan and to inspect any survey collecting personal information, as defined in 20 USC 1232h (Education Code 49091.18; 20 USC 1232h)]

## Pacific Grove Unified School District

## **PARENT RIGHTS AND RESPONSIBILITIES** Mandated Regulation

15. To participate as a member of a parent advisory committee, school site council or site-based management leadership team in accordance with any rules and regulations governing membership in these organizations (EC 51101)
 

For parents/guardians of English learners, this right shall include the right to participate in school and district advisory bodies in accordance with federal and state law and regulations. (Education Code 51101.1)
16. To question anything in their child's record that the parent/guardian feels is inaccurate or misleading or is an invasion of privacy and to receive a response from the school (Education Code 51101)
17. To provide prior written consent before their student participates in a survey containing the mental or psychological problems of the student or his/her family, the sexual behavior or attitudes or personal beliefs and practices in family life. (20 U.S.C. § 1232h; Education Code 51513)
18. To be provided written notice and given an opportunity to request that their child not participate in district administered anonymous and voluntary surveys regarding health risks and behaviors, relating to student's attitudes or practices related to sex in grades 7-12. (20 U.S.C. § 1232h; Education Code 51513 and 51938)
19. The Superintendent or designee shall obtain informed written parental consent before testing any student for a behavioral, mental or emotional evaluation. A general consent, including medical consent used to approve admission to or involvement in, a special education or remedial program or regular school activity, shall not constitute written consent for these purposes. (EC 49091.12)
20. Students in grades 7 to 12 shall have the right to obtain confidential medical care or confidential counseling related to the diagnosis or treatment of a drug or alcohol-related problem, or mental health treatment or counseling, without the consent of his/her parent/guardian. (Education Code 46010.1; 49091.12)
21. For parents/guardians of English Learners, to support their child's advancement towards literacy (Education Code 51101.1)
22. For parents/guardians of English learners, to be informed, through the school accountability report card, about statewide and local academic standards, testing programs, accountability measures, and school improvement efforts (Education Code 51101.1)
23. To be notified, as early in the school year as practicable pursuant to Education Code 48070.5, if their child is identified as being at risk of retention and of their right to consult with school personnel responsible for a decision to promote or retain their child and to appear such a decision (Education Code 51101)

### Pacific Grove Unified School District



**PARENT RIGHTS AND RESPONSIBILITIES** Mandated Regulation

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The Superintendent or designee may make available, to the extent possible, surplus or undistributed instructional materials to parents/guardians pursuant to Education Code 60510. (Education Code 51101.1)

The Superintendent or designee shall ensure that District staff understand the rights of parents/guardians afforded by law and Board policy and follow acceptable practices that respect those rights.

The Superintendent or designee shall ensure that parents/guardians receive notification regarding their rights in accordance with law.

School officials or law enforcement officials have the authority to investigate or intervene in cases of suspected child abuse, (Education Code 49091.12)

## Pacific Grove Unified School District

Students

Policy # 5 1 1 3

### ABSENCES AND EXCUSES

Mandated

The Governing Board believes that regular attendance plays a key role in student achievement. The Board recognizes its responsibility under the law to ensure that students attend school regularly. Parents/guardians of children aged 6 years to 18 years are obligated to send their children to school unless otherwise provided by law. The Board shall abide by all state attendance laws and may use appropriate legal means to correct the problems of excessive absence or truancy.

#### Excused Absences

Absence from school shall be excused only for health reasons, family emergencies and justifiable personal reasons, (listed in the regulation) as permitted by law, Board policy and administration regulations. (EC 46010, 48205)

Insofar as class participation is an integral part of students' learning experiences, parents/guardians and students shall be encouraged to schedule medical appointments during nonschool hours.

Students should not be absent from school without their parents'/guardians' knowledge or consent except in cases of medical emergency or as authorized pursuant to Education Code 46010.1 for a confidential medical appointment.

Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to administrative regulations and law. (Education Code 46014)

#### Unexcused Absences/Truancy

The Board desires to emphasize the importance of school attendance. The Superintendent or designee shall implement positive steps to reduce truancy, such as communication with parents/guardians and the use of student study teams.

Students who are habitual truants or habitually insubordinate or disorderly during attendance at school may be referred to the District attorney's office or to the county probation department.

When the student's attendance problems cannot be resolved or the student and parent/guardian have failed to respond to directives to correct the problem, a student who has been classified as truant may be referred to the District attorney or probation officer for truancy mediation.

A student's grades may be affected by excessive unexcused absences in accordance with Board policy. Students with excessive unexcused absences (25% of the school days in a quarter) may receive a failing grade and may not receive credit for the class(es).

Legal Reference:

EDUCATION CODE

1740 Employment of personnel to supervise attendance (county superintendent)

37201 School month

37223 Weekend classes

## Pacific Grove Unified School District

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 Students

Policy # 5113

### ABSENCES AND EXCUSES

Mandated

41601 Reports of average daily attendance  
 42238-42251 Apportionments  
 46000 Records (attendance)  
 46010-46014 Absences  
 46100-46119 Attendance in kindergarten and elementary schools  
 46140-46147 Attendance in junior high and high schools  
 48200-48208 Children ages 6-18 (compulsory full-time attendance)  
 48210-48216 Exclusions from attendance  
 48225.5 Work Permits  
 48240-48246 Supervisors of attendance  
 48260-48273 Truants  
 48292 Filing complaint against parent  
 48320-48325 School attendance review boards  
 48340-48341 Improvement of student attendance  
[48980 Parental notifications](#)  
 49067 Unexcused absences as cause of failing grade

#### ELECTIONS CODE

12302 Student participation on precinct boards

#### FAMILY CODE

6920-6929 Consent by minor

#### VEHICLE CODE

13202.7 Driving privileges; minors; suspension or delay for habitual truancy

#### WELFARE AND INSTITUTIONS CODE

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

#### CODE OF REGULATIONS, TITLE 5

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

#### ATTORNEY GENERAL OPINIONS

66 Ops.Cal.Atty.Gen. 245, 249 (1983)

#### COURT DECISIONS

American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307

#### Management Resources:

##### CDE MANAGEMENT ADVISORIES

0114.98 School Attendance and CalWORKS, Management Bulletin 98-01

##### CSBA ADVISORIES

0520.97 Welfare Reform and Requirements for School Attendance

##### WEB SITES

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

**Pacific Grove Unified School District**

Students

Policy # 5 1 1 3

**ABSENCES AND EXCUSES**

Mandated

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**Pacific Grove Unified School District**

**ABSENCES AND EXCUSES**

Mandated

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 6920-6929 Consent by minor  
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 601-601.4 Habitually truant minors  
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**CODE OF REGULATIONS, TITLE 5**  
 306 Explanation of absence  
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**ATTORNEY GENERAL OPINIONS**  
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## Management Resources:

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## Pacific Grove Unified School District

Students

Regulation #5113

### ABSENCES AND EXCUSES

Mandated Regulation

#### Excused Absences

A student's absence shall be excused for the following reasons, and the student shall be allowed to make up work for full credit, as assigned by the classroom teacher (additionally Ed Code 46010, 48205):

1. Personal illness
2. Quarantine under the direction of a county or city health officer
3. Medical, dental, optometric, or chiropractic appointments
4. Attendance at funeral services for a member of the immediate family
  - a. Excused absence in this instance shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state.
  - b. "Immediate family" shall be defined as the parent or guardian, brother or sister, grandparent, or any other relative living in the household of the student.
5. Jury duty in the manner provided by law
6. Participation in religious instruction or exercises in accordance with District policy (Ed Code 46014)
  - a. In such instances, the student shall attend at least the minimum school day.
  - b. The student shall be excused for this purpose on no more than four school days per month.
    - . The student's parent/guardian shall provide written consent for the absence.
7. The illness or medical appointment during school hours of a child to whom the student is the custodial parent, including absences to care for a sick child for which the school shall not require a doctor's note. (Education Code 48205)
8. Service as a member of a precinct board for an election pursuant to Elections Code 12303 (Education Code 48205)
9. To spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code [49701](#), and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment (Education Code [48205](#)).

Such absence shall be granted for a period of time to be determined at the discretion of the Superintendent or designee. (Education Code 48205)

## Pacific Grove Unified School District

Students

Regulation #5113

### ABSENCES AND EXCUSES

Mandated Regulation

10. To attend his/her naturalization ceremony to become a United States citizen (Education Code 48205)

11. Work in the entertainment or allied industry (Education Code 48225.5)

Such absence shall be excused provided that the student holds a work permit authorizing such work and is absent for a period of not more than five consecutive days and up to five absences per school year. (Education Code 48225.5)

12. Participation with a nonprofit performing arts organization in a performance for a public school audience (Education Code 48225.5)

A student may be excused for up to five such absences per school year provided that the student's parent/guardian provides a written explanation of such absence to the school. (Education Code 48225.5)

13. Other reasons authorized at the discretion of the principal or designee based on the student's specific circumstances (Education Code 48205, 48260)

In addition, a student's absence shall be excused for justifiable personal reasons. Advance written request by the parent/guardian and approval of the principal or designee shall be required for absences for: (additionally Ed Code 48205)

1. Appearance in court
  2. Attendance at a funeral service for a person other than a member of the student's immediate family
  3. Observation of a holiday or ceremony of his/her religion
  4. Attendance at religious retreats for no more than four hours during a semester
  5. Attendance at an employment conference
1. Attendance at an education conference offered by a nonprofit organization on the legislative or judicial process

The Board desires to emphasize the importance of school attendance. Therefore, students with excessive unexcused absences (25% of the school days in a grading period) may receive a failing grade and may not receive credit for the class(es).

### Allowable Credit Due to Unexcused Absences

Parents or guardians may be allowed, on a limited basis, to have students submit pre-approved class work or assignments for partial or full credit due to an unexcused absence

## Pacific Grove Unified School District

Students

Regulation #5113

### ABSENCES AND EXCUSES

Mandated Regulation

- a. The parent/guardian must request approval from the site principal in advance of the absence. Parents are strongly discouraged from scheduling non-medical appointments, business or vacation travel during times when school is in session, as these are considered unexcused absences. Any parent contemplating family travel during school must contact the school at least two weeks prior to the absence to ascertain its probable impact on their child's academic and credit situation.
- b. Approval for allowable credit due to an unexcused absence may be granted for up to ten (10) days per school year if the absence is due to business or travel that has demonstrable educational value and the student's academic progress will not be impeded as a result.
- c. Teacher or Administrative pre-approved students absences for school sponsored events may be eligible for full credit outside of the allowable days noted in (b) above.
- d. The maximum number of days of allowable credit shall be ten (10) days per school year, except in unusual circumstances.
- e. Make-up work and/or tests will not be provided for unexcused absences in excess of the established limits.

### Method of Verification

When students who have been absent return to school, they must present a satisfactory explanation verifying the reason for the absence. The following methods may be used to verify student absences:

1. Written note from parent/guardian, parent representative, or student if 18 or older (EC 46012)
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
  - a. Name of student
  - b. Name of parent/guardian or parent representative
  - c. Name of verifying employee
  - d. Date or dates of absence
  - e. Reason for absence
3. Visit to the student's home by the verifying employee, or any other reasonable method that establishes the fact that the student was absent for the reasons stated. A written recording shall be made, including information outlined above.
4. Physician's verification
  - a. When excusing students for confidential medical services or verifying such appointments, District staff shall not ask the purpose of such appointments but may contact a medical office to confirm the time of the appointment.



## Pacific Grove Unified School District

Students

Regulation #5113

### ABSENCES AND EXCUSES

Mandated Regulation

- b. When a student has had 14 absences in the school year for illness verified by methods listed in 1 through 3 above, any further absences for illness must be verified by a physician.

#### Explanation of Student Absences

##### A. Procedure for Parents to Explain Absences:

###### 1. Absence from School

If a student is absent from school, the parent or guardian should call the school that morning to report the absence or the student will be required to bring a note from the parent to the office upon returning to school within two (2) days of return to school.

###### 2. Tardiness to School

If a student will be late to school, parents are requested to call the school office prior to 9:30 a.m. to inform the school. Regardless of this call, the tardy will remain unexcused unless it qualifies as a justifiable or excused absence.

###### 3. Early Dismissal from School

If a parent wishes to have a student dismissed from school early, the parent shall sign the student out of school at the school office prior to leaving. Students are not permitted to leave the building or school grounds without prior approval.

- B. The Board of Education treats all students equally regardless of age. Students who are 18 or older are responsible for abiding by all attendance regulations including absences, dismissal, tardiness and class cutting.

- C. Failure to account for absences as described above will result in the absence being treated in the same manner as trancies.

#### Truancy

1. Students shall be classified as truant if absent from school without a valid excuse three full days in one school year, or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof. Such students shall be reported to the Superintendent or designee. (Ed Code 48260)

The parent/guardian of a student classified as a truant shall be notified of the following (EC 48260.5)

- a. The student is truant
- b. The parent/guardian is obligated to compel the student to attend school

## Pacific Grove Unified School District

Students

Regulation #5113

### ABSENCES AND EXCUSES

Mandated Regulation

- c. The parent/guardian who fails to meet this obligation may be guilty of an infraction of the law and subject to prosecution pursuant to EC 48290-48297
  - d. The parent/guardian has the right to meet with appropriate school personnel to discuss solutions to the student's truancy
  - e. Alternative educational programs are available in the District
  - f. The student may be subject to arrest by a probation officer, a peace officer, a school administrator, an attendance supervisor or his/her designee under Ed Code 48264 if found away from home and absent from school without a valid excuse
  - g. The student may be subject to suspension, restriction or delay of his/her driving privilege pursuant to Vehicle Code 13202.7
  - h. It is recommended that the parent/guardian accompany the student to school and attend classes with the student for one day
2. Upon his/her first truancy, the student and, as appropriate, the parent or legal guardian, may be requested to attend a meeting with a school counselor or other school designee to discuss the root causes of the attendance issue and develop a joint plan to improve the student's attendance.
  3. Upon his/her second truancy within the same school year, a student may be given a written warning by a peace officer. A record of this warning may be kept at school for at least two years or until the student graduates or transfers from the school. If the student transfers, the record may be forwarded to the new school. The student may also be assigned to an after-school or weekend study program within the county. If the student fails to successfully complete this study program, he/she shall be subject to item #5 below.
  4. Upon his/her first or second truancy within the same school year, an appropriate District staff member shall make every effort to hold at least one conference with the student and parent/guardian and may discuss resources available for achieving regular school attendance, which may include:
    - a. Program changes
    - b. Referral of family to community agency
    - c. Referral to school psychologist or student study team
    - d. Modified day
    - e. Independent study
    - f. Special school projects, special programs
    - g. School furlough
    - h. Work-experience education
    - i. Alternative education
    - j. Referral for health checkup, medical examination

## Pacific Grove Unified School District

Students

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### ABSENCES AND EXCUSES

Mandated Regulation

5. Upon his/her third truancy within the same school year, the student shall be classified a habitual truant as defined in Education Code 48262 and may be referred to, and required to attend, an attendance review board, a truancy mediation program established by the District attorney or the probation officer, or a comparable program deemed acceptable by the Superintendent or designee. If the student does not successfully complete the truancy mediation program or other similar program, he/she shall be subject to item #6 below.
  
6. Upon his/her fourth truancy within the same school year, the student may be within the jurisdiction of the juvenile court that may adjudge the student to be a ward of the court pursuant to Section 601 of the Welfare and Institutions Code. If the student is adjudged a ward of the court, the student will be required to do one or more of the following:
  - (1) Performance at court-approved community services sponsored by either a public or private nonprofit agency for not less than 20 hours but not more than 40 hours over a period not to exceed 90 days, during a time other than the student's hours of school attendance or employment. The probation officer shall report to the court the failure of the student to comply with this paragraph.
  
  - (2) Payment of a fine by the student of not more than fifty dollars (\$50) for which a parent or legal guardian of the student may be jointly liable. The fine described in this paragraph shall not be subject to the assessments of Section 1464 of the Penal Code or any other applicable section.
  
  - (3) Attendance of a court-approved truancy prevention program.
  
  - (4) Suspension or revocation of driving privileges pursuant to Section 13202.7 of the Vehicle Code. This subsection shall apply only to a student who has attended a school attendance review board program, a program operated by a probation department acting as a school attendance review board, or a truancy mediation program. (Ed Code 48264.5)

A habitual truant may be referred to a school attendance review board or to the probation department. (Ed Code 48263)

When a student is referred to a school attendance review board or to the probation department, the Superintendent or designee shall provide the student and parent/ guardian, in writing, the name and address of the school attendance review board or probation department and the reason for the referral. This notice shall indicate that the student and parent/guardian will be required, along with a District staff member, to meet with the school attendance review board or probation officer to consider a proper disposition of the referral. (Ed Code 48263)

The Superintendent or designee shall gather and transmit to the County Superintendent of Schools the number of referrals and types of referrals made to the school attendance review board and the number of requests for petitions made to the juvenile court. (Ed Code 48273)

## Pacific Grove Unified School District

Students

Regulation #5113

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### ABSENCES AND EXCUSES

Mandated Regulation

#### Parental Notifications

At the beginning of each school year, the Superintendent or designee shall:

1. Notify parents/guardians of the right to excuse a student from school in order to participate in religious exercises or to receive moral and religious instruction at their places of worship, or at other suitable places away from school property designated by a religious group, church, or denomination. (Education Code [46014, 48980](#))
2. Notify students in grades 7-12 and the parents/guardians of all students that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian. (Education Code [46010.1](#))
3. Notify parents/guardians that a student shall not have his/her grade reduced or lose academic credit for any excused absence if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time, and include the full text of Education Code [48205](#) in the notice. (Education Code [48980](#))

## Pacific Grove Unified School District

Students

Regulation #5113

### ABSENCES AND EXCUSES

Mandated Regulation

#### Excused Absences

A student's absence shall be excused for the following reasons, and the student shall be allowed to make up work for full credit, as assigned by the classroom teacher (additionally Ed Code 46010, 48205):

1. Personal illness
2. Quarantine under the direction of a county or city health officer
3. Medical, dental, optometric, or chiropractic appointments
4. Attendance at funeral services for a member of the immediate family
  - a. Excused absence in this instance shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state.
  - b. "Immediate family" shall be defined as the parent or guardian, brother or sister, grandparent, or any other relative living in the household of the student.
5. Jury duty in the manner provided by law
6. Participation in religious instruction or exercises in accordance with District policy (Ed Code 46014)
  - a. In such instances, the student shall attend at least the minimum school day.
  - b. The student shall be excused for this purpose on no more than four school days per month.
  - c. The student's parent/guardian shall provide written consent for the absence.
7. The illness or medical appointment during school hours of a child to whom the student is the custodial parent, including absences to care for a sick child for which the school shall not require a doctor's note. (Education Code 48205)
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9. To spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code [49701](#), and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment (Education Code [48205](#)).

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## Pacific Grove Unified School District

Students

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### ABSENCES AND EXCUSES

Mandated Regulation

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A student may be excused for up to five such absences per school year provided that the student's parent/guardian provides a written explanation of such absence to the school. (Education Code [48225.5](#))
13. Other reasons authorized at the discretion of the principal or designee based on the student's specific circumstances (Education Code [48205](#), [48260](#))

In addition, a student's absence shall be excused for justifiable personal reasons. Advance written request by the parent/guardian and approval of the principal or designee shall be required for absences for: (additionally Ed Code 48205)

1. Appearance in court
2. Attendance at a funeral service for a person other than a member of the student's immediate family
3. Observation of a holiday or ceremony of his/her religion
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# Pacific Grove Unified School District

Students

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## ABSENCES AND EXCUSES

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- e. Make-up work and/or tests will not be provided for unexcused absences in excess of the established limits.

### Method of Verification

When students who have been absent return to school, they must present a satisfactory explanation verifying the reason for the absence. The following methods may be used to verify student absences:

1. Written note from parent/guardian, parent representative, or student if 18 or older (EC 46012)
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
  - a. Name of student
  - b. Name of parent/guardian or parent representative
  - c. Name of verifying employee
  - d. Date or dates of absence
  - e. Reason for absence
3. Visit to the student's home by the verifying employee, or any other reasonable method that establishes the fact that the student was absent for the reasons stated. A written recording shall be made, including information outlined above.
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  - a. When excusing students for confidential medical services or verifying such appointments, District staff shall not ask the purpose of such appointments but may contact a medical office to confirm the time of the appointment.

# Pacific Grove Unified School District

Students

Regulation #5113

## ABSENCES AND EXCUSES

Mandated Regulation

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##### 1. Absence from School

If a student is absent from school, the parent or guardian should call the school that morning to report the absence or the student will be required to bring a note from the parent to the office upon returning to school within two (2) days of return to school.

##### 2. Tardiness to School

If a student will be late to school, parents are requested to call the school office prior to 9:30 a.m. to inform the school. Regardless of this call, the tardy will remain unexcused unless it qualifies as a justifiable or excused absence.

##### 3. Early Dismissal from School

If a parent wishes to have a student dismissed from school early, the parent shall sign the student out of school at the school office prior to leaving. Students are not permitted to leave the building or school grounds without prior approval.

- B. The Board of Education treats all students equally regardless of age. Students who are 18 or older are responsible for abiding by all attendance regulations including absences, dismissal, tardiness and class cutting.

- C. Failure to account for absences as described above will result in the absence being treated in the same manner as trancies.

### Truancy

1. Students shall be classified as truant if absent from school without a valid excuse three full days in one school year, or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof. Such students shall be reported to the Superintendent or designee. (Ed Code 48260)

The parent/guardian of a student classified as a truant shall be notified of the following (EC 48260.5)

- a. The student is truant
- b. The parent/guardian is obligated to compel the student to attend school



## Pacific Grove Unified School District

Students

Regulation #5113

### ABSENCES AND EXCUSES

Mandated Regulation

- c. The parent/guardian who fails to meet this obligation may be guilty of an infraction of the law and subject to prosecution pursuant to EC 48290-48297
  - d. The parent/guardian has the right to meet with appropriate school personnel to discuss solutions to the student's truancy
  - e. Alternative educational programs are available in the District
  - f. The student may be subject to arrest by a probation officer, a peace officer, a school administrator, an attendance supervisor or his/her designee under Ed Code 48264 if found away from home and absent from school without a valid excuse
  - g. The student may be subject to suspension, restriction or delay of his/her driving privilege pursuant to Vehicle Code 13202.7
  - h. It is recommended that the parent/guardian accompany the student to school and attend classes with the student for one day
2. Upon his/her first truancy, the student and, as appropriate, the parent or legal guardian, may be requested to attend a meeting with a school counselor or other school designee to discuss the root causes of the attendance issue and develop a joint plan to improve the student's attendance.
  3. Upon his/her second truancy within the same school year, a student may be given a written warning by a peace officer. A record of this warning may be kept at school for at least two years or until the student graduates or transfers from the school. If the student transfers, the record may be forwarded to the new school. The student may also be assigned to an after-school or weekend study program within the county. If the student fails to successfully complete this study program, he/she shall be subject to item #5 below.
  4. Upon his/her first or second truancy within the same school year, an appropriate District staff member shall make every effort to hold at least one conference with the student and parent/guardian and may discuss resources available for achieving regular school attendance, which may include:
    - a. Program changes
    - b. Referral of family to community agency
    - c. Referral to school psychologist or student study team
    - d. Modified day
    - e. Independent study
    - f. Special school projects, special programs
    - g. School furlough
    - h. Work-experience education
    - i. Alternative education
    - j. Referral for health checkup, medical examination

## Pacific Grove Unified School District

Students

Regulation #5113

### ABSENCES AND EXCUSES

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5. Upon his/her third truancy within the same school year, the student shall be classified a habitual truant as defined in Education Code 48262 and may be referred to, and required to attend, an attendance review board, a truancy mediation program established by the District attorney or the probation officer, or a comparable program deemed acceptable by the Superintendent or designee. If the student does not successfully complete the truancy mediation program or other similar program, he/she shall be subject to item #6 below.
  
6. Upon his/her fourth truancy within the same school year, the student may be within the jurisdiction of the juvenile court that may adjudge the student to be a ward of the court pursuant to Section 601 of the Welfare and Institutions Code. If the student is adjudged a ward of the court, the student will be required to do one or more of the following:
  - (1) Performance at court-approved community services sponsored by either a public or private nonprofit agency for not less than 20 hours but not more than 40 hours over a period not to exceed 90 days, during a time other than the student's hours of school attendance or employment. The probation officer shall report to the court the failure of the student to comply with this paragraph.
  
  - (2) Payment of a fine by the student of not more than fifty dollars (\$50) for which a parent or legal guardian of the student may be jointly liable. The fine described in this paragraph shall not be subject to the assessments of Section 1464 of the Penal Code or any other applicable section.
  
  - (3) Attendance of a court-approved truancy prevention program.
  
  - (4) Suspension or revocation of driving privileges pursuant to Section 13202.7 of the Vehicle Code. This subsection shall apply only to a student who has attended a school attendance review board program, a program operated by a probation department acting as a school attendance review board, or a truancy mediation program. (Ed Code 48264.5)

A habitual truant may be referred to a school attendance review board or to the probation department. (Ed Code 48263)

When a student is referred to a school attendance review board or to the probation department, the Superintendent or designee shall provide the student and parent/ guardian, in writing, the name and address of the school attendance review board or probation department and the reason for the referral. This notice shall indicate that the student and parent/guardian will be required, along with a District staff member, to meet with the school attendance review board or probation officer to consider a proper disposition of the referral. (Ed Code 48263)

The Superintendent or designee shall gather and transmit to the County Superintendent of Schools the number of referrals and types of referrals made to the school attendance review board and the number of requests for petitions made to the juvenile court. (Ed Code 48273)

**Pacific Grove Unified School District**StudentsRegulation #5113**ABSENCES AND EXCUSES**

Mandated Regulation

**Parental Notifications**

At the beginning of each school year, the Superintendent or designee shall:

1. Notify parents/guardians of the right to excuse a student from school in order to participate in religious exercises or to receive moral and religious instruction at their places of worship, or at other suitable places away from school property designated by a religious group, church, or denomination. (Education Code [46014, 48980](#))
2. Notify students in grades 7-12 and the parents/guardians of all students that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian. (Education Code [46010.1](#))
3. Notify parents/guardians that a student shall not have his/her grade reduced or lose academic credit for any excused absence if missed assignments and tests that can reasonably be provided are satisfactorily completed within a reasonable period of time, and include the full text of Education Code [48205](#) in the notice. (Education Code [48980](#))

## Pacific Grove Unified School District

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Students

Policy # 5 1 1 7

### INTERDISTRICT ATTENDANCE

Because the Pacific Grove Unified School District is a “basic aid” district, the State does not provide funding to educate children who reside in other school districts. As a result, enrollment of students whose parents or guardians reside in other school districts reduces the educational resources available for resident students and increases class size. It is therefore the District’s general policy not to accept interdistrict transfer students who might otherwise be allowed to enroll under Education Code sections 46600 *et seq.* or subdivision (b) section 48204 of the Education Code.

#### School District of Choice

The District elects not to be a “school district of choice” as defined in Education Code 48300 through 48316, and no transfers will be accepted pursuant to Education Code 48300 *et seq.*

#### Interdistrict Attendance Agreements

The Board may enter an agreement with any other school district, for a term not to exceed five school years, for the interdistrict attendance of students who are residents of the Districts. The agreement shall specify the terms and conditions under which interdistrict attendance shall be permitted or denied. It may also contain standards agreed to by both districts for reapplication and/or revocation of the student’s permit. (Education Code 46600)

#### Interdistrict Attendance Permits

The Board of Education delegates to the Superintendent or designee the authority to grant or deny interdistrict attendance permit requests. The Superintendent or designee may make exceptions to the District’s general policy of denying interdistrict attendance permit requests under those circumstances set forth in this policy and Administrative Regulation #5117.

#### Victims of Bullying

In accordance with law, students who have been determined to be victims of bullying as defined in Education Code section 48900, subdivision (r), shall be given priority consideration for an interdistrict transfer permit as set forth in Administrative Regulation #5117.

#### Annual Reapplication Required

Once a student is admitted to a school on the basis of an interdistrict attendance permit, he/she shall not be required to reapply for an interdistrict transfer and shall be allowed to continue to attend the school in which he/she is enrolled, unless reapplication standards are otherwise specified in the interdistrict attendance agreement. Existing interdistrict attendance permits shall not be rescinded for students entering grade 11 or 12 in the subsequent school year. (Education Code 46600)

#### Updated and Accurate Information

Any student enrolled in the District pursuant to this policy shall immediately notify the District of any change in circumstances which would affect the student’s eligibility for admittance under this policy.

## Pacific Grove Unified School District

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Students

Policy # 5 1 1 7

### INTERDISTRICT ATTENDANCE

Failure to provide such notification may result in disenrollment and/or disqualification from future enrollment under this policy.

#### Falsification of Information

In no event shall interdistrict attendance be approved, and any such permission for attendance previously approved shall be immediately revoked, if false information has been provided to the District in a student's interdistrict attendance application or in any initial or subsequent residency claim or documentation provided to the District.

Legal Reference:

EDUCATION CODE

[8151 Apprentices, exemption from interdistrict attendance agreement](#)

[41020 Annual district audits](#)

46600-46610~~4~~ Interdistrict attendance agreements

48204 Residency requirements for school attendance

48209-~~48209.16~~[48317](#) Student attendance alternatives

[48900 Grounds for suspension or expulsion; definition of bullying](#)

48915 Expulsion; particular circumstances

48915.1 Expelled individuals: enrollment in another district

48918 Rules governing expulsion procedures

48980 Notice at beginning of term

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

52317 Admission of persons including nonresidents to attendance area; workers' compensation for pupils.

#### Exceptions to General Policy

The Superintendent or designee may make exceptions to the District's general policy of denying interdistrict attendance permits only if capacity is available and only for the following students:

1. *Students Moving Into the District in the Immediate Future.* Interdistrict attendance permits may be approved for students whose parent(s) or guardian(s) provides written evidence that the family will be moving into the District in the immediate future and would like to the student to start the school year in the District.
2. *Students of District Employees Living Outside the District Boundaries.* Interdistrict attendance permits may be approved for students of District employees (certificated, classified, confidential or management) living outside of District boundaries and who are employed by the District for a minimum of 20 hours per week or 0.5 FTE. District employees whose children have been admitted under this policy must apply for readmission annually, and permits will only be approved for so long as the parent or guardian continues to be employed by the District for a minimum of 20 hours per week or 0.5 FTE.

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# Pacific Grove Unified School District

Students

Policy # 5 1 1 7

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48209-48317 Student attendance alternatives

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## Pacific Grove Unified School District

Students

Policy #5144.1

**SUSPENSION AND EXPULSION/DUE PROCESS**

Mandated Policy

The Governing Board desires to provide district students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Superintendent shall develop rules and regulations setting the standards of behavior expected of district students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law and the accompanying administrative regulation.

Except when otherwise permitted by law, a student may be suspended or expelled only when his/her behavior is related to a school activity or school attendance occurring within any district school or other school district, regardless of when it occurs, including, but not limited to, the following: (Education Code [48900\(s\)](#))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus
4. During, going to, or coming from a school-sponsored activity

Suspended or expelled students shall be excluded from all school-related extra-curricular activities during the period of suspension or expulsion.

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.

**Appropriate Use of Suspension and Expulsion**

Except when a student commits an act that violates Education Code [48900\(a\)-\(e\)](#) or his/her presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct.

Except when a student commits an act listed in Education Code [48915\(c\)](#), the Superintendent or designee shall have the discretion to determine whether to recommend to the Board that the student be expelled.



## Pacific Grove Unified School District

Students

Policy #5144.1

**SUSPENSION AND EXPULSION/DUE PROCESS**

Mandated Policy

To correct the behavior of any student who is subject to discipline, the Superintendent or designee shall, to the extent allowed by law, and consistent with the requirements of school safety and security, first use alternative disciplinary strategies specified in AR 5144 - Discipline. (Education Code [48900.5](#), [48900.6](#))

Alternatives to suspension or expulsion shall also be used with students who are truant, tardy, or otherwise absent from assigned school activities.

District staff shall not suspend any student in kindergarten through third grade for disruption or willful defiance. This limitation shall not apply to the right of a classroom teacher to suspend a student from the teacher's own classroom pursuant to Education Code 48910. (Education Code 48900(k))

No student in grades kindergarten through 12 shall be expelled for disruption or willful defiance. (Education Code 48900(k))

A student's parents/guardians shall be notified as soon as possible when there is an escalating pattern of misbehavior that could lead to classroom or school removal.

A student who reports to school authorities that another student has made a threat of violence involving a dangerous weapon may not be held liable for defamation unless the report was knowingly false. (Civil Code 48.8)

**Due Process**

The Board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code [48911](#), [48915](#), [48915.5](#), [48918](#))

**Supervised Suspension Classroom**

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code [48900](#) and [48900.2](#), but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee may establish a supervised suspension classroom program which meets the requirements of law. (Education Code 48911.1)

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code [48900.5](#))

## Pacific Grove Unified School District

Students

Policy #5144.1

**SUSPENSION AND EXPULSION/DUE PROCESS**

Mandated Policy

**Decision Not to Enforce Expulsion Order**

Upon voting to expel a student, the Board may suspend enforcement of the expulsion order pursuant to the requirements of law and administrative regulation. (Education Code [48917](#))

**Maintenance and Monitoring of Outcome Data**

The Superintendent or designee shall annually present to the Board a report of the outcome data which the district is required to collect pursuant to Education Code [48900.8](#) and [48916.1](#), including the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period. For any expulsion that involves the possession of a firearm, such data shall include the name of the school and the type of firearm involved, as required pursuant to 20 USC 7961. Suspension and expulsion data shall be reported to the Board annually and to the California Department of Education when so required.

In presenting the report to the Board, the Superintendent or designee shall disaggregate data on suspensions and expulsions by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. Based on the data, the Board shall address any identified disparities in the imposition of student discipline and shall determine whether and how the district is meeting its goals for improving school climate as specified in its local control and accountability plan.

## Legal Reference:

EDUCATION CODE

[212.5](#) Sexual harassment[233](#) Hate violence[1981](#) Enrollment of students in community school[8239.1](#) Prohibition against expulsion of preschool student[17292.5](#) Program for expelled students[32261](#) Interagency School Safety Demonstration Act of 1985[35145](#) Open board meetings[35146](#) Closed sessions (regarding suspensions)[35291](#) Rules (for government and discipline of schools)[35291.5](#) Rules and procedures on school discipline[48645.5](#) Readmission; contact with juvenile justice system[48660-48666](#) Community day schools[48853.5](#) Foster youth[48900-48927](#) Suspension and expulsion[48950](#) Speech and other communication[48980](#) Parental notifications

## Pacific Grove Unified School District

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**SUSPENSION AND EXPULSION/DUE PROCESS**

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[49073-49079](#) Privacy of student records[52052](#) Numerically significant student subgroups[52060-52077](#) Local control and accountability plan[64000-64001](#) Consolidated application

## CIVIL CODE

[47](#) Privileged communication[48.8](#) Defamation liability

## CODE OF CIVIL PROCEDURE

[1985-1997](#) Subpoenas; means of production

## GOVERNMENT CODE

[11455.20](#) Contempt[54950-54963](#) Ralph M. Brown Act

## HEALTH AND SAFETY CODE

[11014.5](#) Drug paraphernalia[11053-11058](#) Standards and schedules

## LABOR CODE

[230.7](#) Discharge or discrimination against employee for taking time off to appear in school on behalf of a child

## PENAL CODE

[31](#) Principal of a crime, defined[240](#) Assault defined[241.2](#) Assault fines[242](#) Battery defined[243.2](#) Battery on school property[243.4](#) Sexual battery[245](#) Assault with deadly weapon[245.6](#) Hazing[261](#) Rape defined[266c](#) Unlawful sexual intercourse[286](#) Sodomy defined[288](#) Lewd or lascivious acts with child under age 14[288a](#) Oral copulation[289](#) Penetration of genital or anal openings[417.27](#) Laser pointers[422.55](#) Hate crime defined[422.6](#) Interference with exercise of civil rights[422.7](#) Aggravating factors for punishment[422.75](#) Enhanced penalties for hate crimes[626.2](#) Entry upon campus after written notice of suspension or dismissal without permission[626.9](#) Gun-Free School Zone Act of 1995[626.10](#) Dirks, daggers, knives, razors, or stun guns[868.5](#) Supporting person; attendance during testimony of witness

## Pacific Grove Unified School District

Students

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**SUSPENSION AND EXPULSION/DUE PROCESS**

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## WELFARE AND INSTITUTIONS CODE

[729.6](#) Counseling

UNITED STATES CODE, TITLE 18

921 Definitions, firearm

UNITED STATES CODE, TITLE 20

[1415\(K\)](#) Placement in alternative educational setting[7961](#) Gun-free schools

## COURT DECISIONS

T.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267

Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421

Board of Education of Sacramento City Unified School District v. Sacramento County Board of Education and Kenneth H. (2001) 85 Cal.App.4th 1321

Garcia v. Los Angeles Board of Education (1991) 123 Cal. App. 3d 807

Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 1182

John A. v. San Bernardino School District (1982) 33 Cal. 3d 301

## ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen. 146 (2001)

80 Ops.Cal.Atty.Gen. 347 (1997)

80 Ops.Cal.Atty.Gen. 348 (1997)

80 Ops.Cal.Atty.Gen. 91 (1997)

80 Ops.Cal.Atty.Gen. 85 (1997)

Management Resources:

## CSBA PUBLICATIONS

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

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

Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014

## WEB SITES

CSBA: <http://www.csba.org>California Attorney General's Office: <http://www.oag.ca.gov>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/docs/crdc-2012-data-summary.pdf>

U.S. Department of Education, Office of Safe and Drug-Free Schools:

<http://www.ed.gov/about/offices/list/osdfs>

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**SUSPENSION AND EXPULSION/DUE PROCESS**

Mandated Policy

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## Legal Reference:

## EDUCATION CODE

[212.5](#) Sexual harassment[233](#) Hate violence[1981](#) Enrollment of students in community school[8239.1](#) Prohibition against expulsion of preschool student[17292.5](#) Program for expelled students[32261](#) Interagency School Safety Demonstration Act of 1985[35145](#) Open board meetings[35146](#) Closed sessions (regarding suspensions)[35291](#) Rules (for government and discipline of schools)[35291.5](#) Rules and procedures on school discipline[48645.5](#) Readmission; contact with juvenile justice system[48660-48666](#) Community day schools[48853.5](#) Foster youth[48900-48927](#) Suspension and expulsion[48950](#) Speech and other communication[48980](#) Parental notifications

## Pacific Grove Unified School District

Students

Policy #5144.1

**SUSPENSION AND EXPULSION/DUE PROCESS**

Mandated Policy

[49073-49079](#) Privacy of student records[52052](#) Numerically significant student subgroups[52060-52077](#) Local control and accountability plan[64000-64001](#) Consolidated application

## CIVIL CODE

[47](#) Privileged communication[48.8](#) Defamation liability

## CODE OF CIVIL PROCEDURE

[1985-1997](#) Subpoenas; means of production

## GOVERNMENT CODE

[11455.20](#) Contempt[54950-54963](#) Ralph M. Brown Act

## HEALTH AND SAFETY CODE

[11014.5](#) Drug paraphernalia[11053-11058](#) Standards and schedules

## LABOR CODE

[230.7](#) Discharge or discrimination against employee for taking time off to appear in school on behalf of a child

## PENAL CODE

[31](#) Principal of a crime, defined[240](#) Assault defined[241.2](#) Assault fines[242](#) Battery defined[243.2](#) Battery on school property[243.4](#) Sexual battery[245](#) Assault with deadly weapon[245.6](#) Hazing[261](#) Rape defined[266c](#) Unlawful sexual intercourse[286](#) Sodomy defined[288](#) Lewd or lascivious acts with child under age 14[288a](#) Oral copulation[289](#) Penetration of genital or anal openings[417.27](#) Laser pointers[422.55](#) Hate crime defined[422.6](#) Interference with exercise of civil rights[422.7](#) Aggravating factors for punishment[422.75](#) Enhanced penalties for hate crimes[626.2](#) Entry upon campus after written notice of suspension or dismissal without permission[626.9](#) Gun-Free School Zone Act of 1995[626.10](#) Dirks, daggers, knives, razors, or stun guns[868.5](#) Supporting person; attendance during testimony of witness



## Pacific Grove Unified School District

Students

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**SUSPENSION AND EXPULSION/DUE PROCESS**

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## WELFARE AND INSTITUTIONS CODE

[729.6](#) Counseling

UNITED STATES CODE, TITLE 18

921 Definitions, firearm

UNITED STATES CODE, TITLE 20

[1415\(K\)](#) Placement in alternative educational setting[7961](#) Gun-free schools

## COURT DECISIONS

T.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267

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Board of Education of Sacramento City Unified School District v. Sacramento County Board of Education and Kenneth H. (2001) 85 Cal.App.4th 1321

Garcia v. Los Angeles Board of Education (1991) 123 Cal. App. 3d 807

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John A. v. San Bernardino School District (1982) 33 Cal. 3d 301

## ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen. 146 (2001)

80 Ops.Cal.Atty.Gen. 347 (1997)

80 Ops.Cal.Atty.Gen. 348 (1997)

80 Ops.Cal.Atty.Gen. 91 (1997)

80 Ops.Cal.Atty.Gen. 85 (1997)

Management Resources:

## CSBA PUBLICATIONS

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

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

Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014

## WEB SITES

CSBA: <http://www.csba.org>California Attorney General's Office: <http://www.oag.ca.gov>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/docs/crdc-2012-data-summary.pdf>

U.S. Department of Education, Office of Safe and Drug-Free Schools:

<http://www.ed.gov/about/offices/list/osdfs>

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## Pacific Grove Unified School District

Students

Policy 5145.3

**NONDISCRIMINATION/ HARASSMENT****Philosophy**

Students have the fundamental right to a safe and secure environment. Students and parents place their trust in school officials to take all reasonable steps to provide a setting that is free of humiliation, intimidation and threat. Accordingly, the district and staff shall not tolerate any incidents of unlawful discrimination, including harassment, intimidation, or bullying. To this end, the administration has the duty to implement programs that encourage students to behave with civility and common decency, and to establish and enforce codes of conduct that hold students accountable should they violate this policy.

**Definitions**

For purposes of this policy, harassment consists of verbal or physical conduct relating to an individual's race, color, religion, ancestry, nationality, national origin, immigration status, ethnicity, ethnic group identification, marital or parental status, pregnancy, physical or mental disability, age, economic status sex, sexual orientation, gender, gender identity, gender expression, genetic information, religion, marital status, pregnancy, parental status, physical or mental disability, or any other legally protected category or association with a person or group with one or more of these actual or perceived characteristics when:

1. The harassing conduct is sufficiently severe, persistent or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening or abusive educational environment; or
2. The harassing conduct has the purpose or effect of substantially or unreasonably interfering with an individual's academic performance; or
3. The harassing conduct otherwise adversely affects an individual's learning opportunities.

For the purposes of this policy, bullying occurs when a student is intimidated by verbal, written, -or physical conduct or actions by one or more persons, as defined in Board Policy 5131.3 i.e., "picked on." Bullying includes assault; extortion; oral or written threats; teasing; putdowns; name-calling; threatening looks, gestures, or actions; cruel rumors; false accusations; social isolation; and hazing, which is defined as ritualistic behavior that subjects persons to abusive or humiliating tasks and ridicule. Intimidation refers to actions that would inflict or attempt to inflict fear, humiliation, or injury.

**Application**

This policy shall apply to all academic programs and extracurricular activities, including school-sponsored events away from school and while traveling to and from any school activity.

The Board of Education prohibits unlawful discrimination, including harassment, intimidation, or bullying of any student by any employee, student or other person in the district. Staff shall be alert and immediately responsive to any individual's conduct, which may interfere with a student's ability to participate in or benefit from school services, activities or privileges. Upon witnessing an act of

## Pacific Grove Unified School District

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 Students

Board Policy # 5145.3

### **NONDISCRIMINATION/ HARASSMENT**

unlawful discrimination, including harassment, intimidation, or bullying, staff members are expected to immediately intervene, unless intervention would pose a threat to the staff member's safety. All incidents of unlawful discrimination, including harassment, intimidation, or bullying are to be reported to the school principal for investigation.

Any student who feels that he/she is being or has been subjected to unlawful discrimination, including harassment, intimidation, or bullying shall immediately report the incident to a school employee. Any student who has witnessed unlawful discrimination, including harassment, intimidation, or bullying is expected to immediately report the incident to a school employee. Parents and/or guardians, on behalf of their child, are similarly expected to immediately report incidents of unlawful discrimination, including harassment, intimidation, or bullying to the principal. A school employee to whom a complaint is made shall report it to the principal or designee immediately. If the alleged offender is the principal or designee, the person reporting the complaint shall report the incident to the Superintendent or designee. Any student who retaliates against another for reporting unlawful discrimination, including harassment, intimidation, or bullying may be subject to disciplinary action as defined in this policy.

In addition, the student, parent, or employee may file a formal complaint with the Superintendent or designee in accordance with the district's uniform complaint procedures (BP 1312.3).

#### **Investigation**

An investigation shall be conducted by school district officials or by a third party designated by the school district. The investigation shall include interviews of all students directly involved and contact with the parent(s) of the involved students. The investigation may include interviews with students, parents, and staff; review of school records; and identification of parent and family issues.

In determining whether alleged conduct constitutes a violation of this policy, the investigator should consider the surrounding circumstances, the nature of the behavior, past incidents or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all of the facts and surrounding circumstances. The investigation will be completed thoroughly and as soon as practicable.

The administration shall take appropriate steps to protect the privacy of accusers and/or victims and to assure that they are not subjected to retaliation for making a complaint.

#### **Disciplinary Action/Intervention**

Any student who engages in unlawful discrimination, including harassment, intimidation, or bullying will be subject to disciplinary action and/or intervention including, but not limited to, warning, counseling, parent contact, detention, restriction of activities, exclusion, suspension, involuntary transfer, and expulsion (BP 5144). Depending on the severity of the incident, the principal may also take additional steps to ensure student safety. These may include, but are not limited to, implementing

## Pacific Grove Unified School District

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 Students

Board Policy # 5 1 4 5 .3

### **NONDISCRIMINATION/ HARASSMENT**

a safety plan; separating and supervising the students involved; providing staff support for students; and developing a supervision plan with the parents. Any employee who permits or engages in harassment or bullying may be subject to disciplinary action including, but not limited to, warning, suspension, transfer, and dismissal. Consequences shall be commensurate with the findings of the investigation. Any student or employee who engages in unlawful discrimination, including harassment, intimidation, or bullying of a student may also be subject to criminal prosecution.

#### **Documentation**

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

#### **Communication Of Policy**

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. The Superintendent or designee shall provide training and 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 educational program. The Superintendent or designee shall report his or her findings and recommendations to the Board after each review. Each school site administrator shall be responsible for implementing programs that are designed to promote positive social interactions and to inform students of their rights and responsibilities under this policy.

School Discipline Plans shall prohibit unlawful discrimination, including harassment, intimidation, or bullying . All parents and/or guardians will receive a copy of the School Discipline Plan upon registering their child at any school site in the District. Students in grades 6 through 12 will also receive a copy of the School Discipline Plan each year. School Discipline Plans shall be articulated among the district's schools sites to encourage consistent and developmentally appropriate application of this policy.

Legal Reference:

#### EDUCATION CODE

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

[221.5](#) Prohibited sex discrimination

[221.7](#) School-sponsored athletic programs; prohibited sex 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

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Students

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**NONDISCRIMINATION/ HARASSMENT**[48907](#) Student exercise of free expression[48950](#) Freedom of speech[48985](#) Translation of notices[49020-49023](#) Athletic programs[51006-51007](#) Equitable access to technological education programs[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**CODE OF REGULATIONS, TITLE 5**[4621](#) District policies and procedures[4622](#) Notice requirements**GOVERNMENT CODE**[11135](#) Nondiscrimination in programs or activities funded by state**PENAL CODE**[422.55](#) Interference with constitutional right or privilege[422.6](#) Crimes, harassment**CODE OF REGULATIONS, TITLE 5**[432](#) Student record[4600-4687](#) 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

12101-12213 Title II equal opportunity for individuals with disabilities

**UNITED STATES CODE, TITLE 29**[794](#) Section 504 of Rehabilitation Act of 1973**CODE OF FEDERAL REGULATIONS, TITLE 28**[35.107](#) Nondiscrimination on basis of disability; complaints**UNITED STATES CODE, TITLE 42**[2000d-2000e-17](#) Title VI & VII Civil Rights Act of 1964 as amended[2000h-2-2000h-6](#) Title IX, 1972 Education Act Amendments

6101-6107 Age Discrimination Act of 1975

**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[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

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

## Pacific Grove Unified School District

Students

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### **NONDISCRIMINATION/ HARASSMENT**

Management Resources:

#### CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Final Guidance Regarding Transgender Students, Privacy, and Facilities, March 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

#### FIRST AMENDMENT CENTER PUBLICATIONS

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

#### NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Dealing with Legal Matters Surrounding Students' Sexual Orientation and Gender Identity, 2004

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

Dear Colleague Letter: Harassment and Bullying, October 2010

Notice of Non-Discrimination, January 1999

#### WEB SITES

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

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

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

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

National School Boards Association: <http://www.nsba.org>

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

## Pacific Grove Unified School District

Students

Policy 5145.3

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**NONDISCRIMINATION/ HARASSMENT****Philosophy**

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1. The harassing conduct is sufficiently severe, persistent or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening or abusive educational environment; or
2. The harassing conduct has the purpose or effect of substantially or unreasonably interfering with an individual's academic performance; or
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## Pacific Grove Unified School District

StudentsBoard Policy # 5 1 4 5 .3**NONDISCRIMINATION/ HARASSMENT**

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Any student who feels that he/she is being or has been subjected to unlawful discrimination, including harassment, intimidation, or bullying shall immediately report the incident to a school employee. Any student who has witnessed unlawful discrimination, including harassment, intimidation, or bullying is expected to immediately report the incident to a school employee. Parents and/or guardians, on behalf of their child, are similarly expected to immediately report incidents of unlawful discrimination, including harassment, intimidation, or bullying to the principal. A school employee to whom a complaint is made shall report it to the principal or designee immediately. If the alleged offender is the principal or designee, the person reporting the complaint shall report the incident to the Superintendent or designee. Any student who retaliates against another for reporting unlawful discrimination, including harassment, intimidation, or bullying may be subject to disciplinary action as defined in this policy.

In addition, the student, parent, or employee may file a formal complaint with the Superintendent or designee in accordance with the district's uniform complaint procedures (BP 1312.3).

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## Pacific Grove Unified School District

StudentsBoard Policy # 5 1 4 5 .3**NONDISCRIMINATION/ HARASSMENT**

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

## **NONDISCRIMINATION/ HARASSMENT**

[48907](#) Student exercise of free expression

[48950](#) Freedom of speech

[48985](#) Translation of notices

[49020-49023](#) Athletic programs

[51006-51007](#) Equitable access to technological education programs

[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

### CODE OF REGULATIONS, TITLE 5

[4621](#) District policies and procedures

[4622](#) Notice requirements

### GOVERNMENT CODE

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

### PENAL CODE

[422.55](#) Interference with constitutional right or privilege

[422.6](#) Crimes, harassment

### CODE OF REGULATIONS, TITLE 5

[432](#) Student record

[4600-4687](#) 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

12101-12213 Title II equal opportunity for individuals with disabilities

### UNITED STATES CODE, TITLE 29

[794](#) Section 504 of Rehabilitation Act of 1973

### CODE OF FEDERAL REGULATIONS, TITLE 28

[35.107](#) Nondiscrimination on basis of disability; complaints

### UNITED STATES CODE, TITLE 42

[2000d-2000e-17](#) Title VI & VII Civil Rights Act of 1964 as amended

[2000h-2-2000h-6](#) Title IX, 1972 Education Act Amendments

6101-6107 Age Discrimination Act of 1975

### 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

[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

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## Pacific Grove Unified School District

Students

Board Policy # 5 1 4 5 .3

**NONDISCRIMINATION/ HARASSMENT**

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

**NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS**

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

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

National School Boards Association: <http://www.nsba.org>

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

## Pacific Grove Unified School District

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 Students

Policy # 5145.7

### SEXUAL HARASSMENT

Mandated Policy

The Governing Board is committed to maintaining a learning environment that is free of harassment. The Board prohibits the unlawful sexual harassment of any student by any employee, student, or other person at school or at any school-related activity.

The Principal or designee shall ensure that students receive age-appropriate information related to sexual harassment. Students shall be assured that they need not endure any form of sexual behavior or communication, including harassment because of sexual orientation. They shall further be assured that they need not endure, for any reason, any harassment that impairs the educational environment or a student's emotional well-being at school.

Any student who engages in the sexual harassment of anyone at school or a school-related activity shall be subject to disciplinary action. For students in grades K-3, this disciplinary action shall depend on the maturity of the students and the circumstances involved. For students in grades 4 through 12, the disciplinary action may include suspension and/or expulsion.

Any employee who engages in, permits or fails to report sexual harassment shall be subject to disciplinary action up to and including dismissal. In addition, criminal or civil charges may be brought against the alleged harasser; sexual harassment also may be considered a violation of laws relating to child abuse.

Students shall be informed that they should immediately contact a staff member if they feel they are being harassed. Within 24 hours, staff shall report complaints of sexual harassment to the principal or designee or to another District administrator. Staff shall similarly report any such incidents they may observe, even if the harassed student has not complained. (EC 212.6)

The principal or designee shall immediately investigate any report of the sexual harassment of a student. Upon verifying that sexual harassment occurred, he/she shall ensure that appropriate action is promptly taken to end the harassment, address its effects on the person subjected to the harassment, and prevent any further instances of the harassment. In addition, the student may file a formal complaint with the Superintendent or designee in accordance with the District's uniform complaint procedures.

The District prohibits retaliatory behavior against any complainant or any participant in the complaint process. Information related to a complaint of sexual harassment shall be confidential to the extent possible, and individuals involved in the

## Pacific Grove Unified School District

Students

Policy # 5145.7

### SEXUAL HARASSMENT

Mandated Policy

investigation of such a complaint shall not discuss related information outside the investigation process.

Legal Reference:

#### EDUCATION CODE

2000-262.4 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

#### 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](#)

[1221 Application of laws](#)

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

1681 - 1688 Title IX, Discrimination

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 - 106.71 Nondiscrimination on the basis of sex in education programs

#### COURT DECISIONS

Davis v. Monroe County Board of Education (1999) No. 97-843, 1999 U.S. Lexis 3452, -- U.S.--

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

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## Pacific Grove Unified School District

Students

Policy # 5 1 4 5 .7

### SEXUAL HARASSMENT

Mandated Policy

Doe v. Petaluma City School District (1 9 9 5 , 9 th Cir .) 5 4 F.3 d 1 4 4 7

Oon a R.-S. etc. v. Santa Rosa City Schools et al (1 9 9 5 ) 8 9 0 F.Su p p . 1 4 5 2

Rosa H. v. San Elizar io Ind. School District, (W.D. Tex. 1 9 9 5 ) 8 8 7 F. Su p p . 1 4 0 , 1 4 3

Clyde K. v. Puyallup School District # 3 (1 9 9 4 ) 3 5 F.3 d 1 3 9 6

Patricia H. v. Berkeley Unified School District (1 9 9 3 ) 8 3 0 F.Su p p . 1 2 8 8

Franklin v. Gwin n et County Schools (1 9 9 2 ) 1 1 2 S. Ct. 1 0 2 8

Kelson v. City of Springfield, Oregon (1 9 8 5 , 9 th Cir .) 7 6 7 F.2 d 6 5 1

Management Resources:

OFFICE OF CIVIL RIGHTS AND NATIONAL ASSOCIATION OF ATTORNEYS GENERAL

Protecting Students from Harassment and Hate Crime: A Guide for Schools, January 1999

OFFICE OF CIVIL RIGHTS

Sexual Harassment Guidance, 6 2 FR 4 9 , 1 9 9 7

WEB SITES

OCR: h ttp :/ / www.ed .gov/ offices/ OCR

]

# Pacific Grove Unified School District

Students

Policy # 5 1 4 5 .7

## SEXUAL HARASSMENT

Mandated Policy

The Governing Board is committed to maintaining a learning environment that is free of harassment. The Board prohibits the unlawful sexual harassment of any student by any employee, student, or other person at school or at any school-related activity.

The Principal or designee shall ensure that students receive age-appropriate information related to sexual harassment. Students shall be assured that they need not endure any form of sexual behavior or communication, including harassment because of sexual orientation. They shall further be assured that they need not endure, for any reason, any harassment that impairs the educational environment or a student's emotional well-being at school.

Any student who engages in the sexual harassment of anyone at school or a school-related activity shall be subject to disciplinary action. For students in grades K-3, this disciplinary action shall depend on the maturity of the students and the circumstances involved. For students in grades 4 through 12, the disciplinary action may include suspension and/or expulsion.

Any employee who engages in, permits or fails to report sexual harassment shall be subject to disciplinary action up to and including dismissal. In addition, criminal or civil charges may be brought against the alleged harasser; sexual harassment also may be considered a violation of laws relating to child abuse.

Students shall be informed that they should immediately contact a staff member if they feel they are being harassed. Within 24 hours, staff shall report complaints of sexual harassment to the principal or designee or to another District administrator. Staff shall similarly report any such incidents they may observe, even if the harassed student has not complained. (EC 212.6)

The principal or designee shall immediately investigate any report of the sexual harassment of a student. Upon verifying that sexual harassment occurred, he/she shall ensure that appropriate action is promptly taken to end the harassment, address its effects on the person subjected to the harassment, and prevent any further instances of the harassment. In addition, the student may file a formal complaint with the Superintendent or designee in accordance with the District's uniform complaint procedures.

The District prohibits retaliatory behavior against any complainant or any participant in the complaint process. Information related to a complaint of sexual harassment shall be confidential to the extent possible, and individuals involved in the

**Pacific Grove Unified School District**

Students

Policy # 5 1 4 5 .7

**SEXUAL HARASSMENT**

Mandated Policy

investigation of such a complaint shall not discuss related information outside the investigation process.

Legal Reference:

EDUCATION CODE

2 0 0 -2 6 2 .4 Prohibition of discrimination on the basis of sex

[48900](#) Grounds for suspension or expulsion

4 8 9 0 0 .2 Additional grounds for suspension or expulsion; sexual harassment

4 8 9 0 4 Liability of p a r e n t / g u a r d i a n for willful student misconduct

4 8 9 8 0 Notice at beginning of term

CIVIL CODE

5 1 .9 Liability for sexual harassment; business, service and professional relationships

1 7 1 4 .1 Liability of p a r e n t s / g u a r d i a n s for willful misconduct o f m i n o r

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 2 0

[1221](#) Application of laws

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

1 6 8 1 - 1 6 8 8 Title IX, Discrimination

UNITED STATES CODE, TITLE 4 2

1983 Civil action for deprivation of rights

2 0 0 0 d - 2 0 0 0 d -7 Title VI, Civil Rights Act of 1 9 6 4

2 0 0 0 e - 2 0 0 0 e-1 7 Title VII, Civil Rights Act of 1 9 6 4 as amended

CODE OF FEDERAL REGULATIONS, TITLE 3 4

[99.1-99.67](#) Family Educational Rights and Privacy

1 0 6 .1 - 1 0 6 .7 1 Nondiscrimination on the basis of sex in education programs

COURT DECISIONS

Davis v. Monroe County Board of Education (1 9 9 9 ) No. 9 7 -8 4 3 , 1 9 9 9 U.S. Lexis 3 4 5 2 ,  
-- U.S.--

Geb ser v. Lago Vista Independent School District (1 9 9 8 ) 1 1 8 S.Ct. 1 9 8 9

Nab ozn y v. Pod lesn y (1 9 9 6 , 7 th Cir .) 9 2 F.3 d 4 4 6



## Pacific Grove Unified School District

Students

Policy # 5 1 4 5 .7

### SEXUAL HARASSMENT

Mandated Policy

Doe v. Petaluma City School District (1 9 9 5 , 9 th Cir .) 5 4 F.3 d 1 4 4 7

Oon a R.-S. etc. v. Santa Rosa City Schools et al (1 9 9 5 ) 8 9 0 F.Su p p . 1 4 5 2

Rosa H. v. San Elizar io Ind. School District, (W.D. Tex. 1 9 9 5 ) 8 8 7 F. Su p p . 1 4 0 , 1 4 3

Clyde K. v. Puyallup School District # 3 (1 9 9 4 ) 3 5 F.3 d 1 3 9 6

Patricia H. v. Berkeley Unified School District (1 9 9 3) 8 3 0 F.Su p p . 1 2 8 8

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OFFICE OF CIVIL RIGHTS

Sexual Harassment Guidance, 6 2 FR 4 9, 1 9 9 7

WEB SITES

OCR: <http://www.ed.gov/offices/OCR>

## Pacific Grove Unified School District

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Instruction

Policy # 6 1 5 4

### **HOMEWORK/ MAKEUP WORK**

The Pacific Grove Unified School District recognizes that homework is an integral part of the instructional process for all students particularly when such work is directed to develop the student's ability to work independently, to improve and reinforce skills taught in the classroom, and to establish and promote integration of learned material and content with independent and conceptual thinking and decision-making skills.

Homework allows a student to practice skills and concepts learned in the classroom. Homework assignments can include, but are not limited to, completion of work begun in the classroom, creation of various projects, exploration of subjects and materials, and various mechanisms which reinforce skills taught in the basic curriculum.

Homework involves the cooperative efforts of the District, teacher, student and parents. The District is expected to establish and maintain an academic curriculum (courses that require written work) which will benefit from the application of homework assignments for students.

The teacher is expected to develop and implement a homework assignment program with written objectives which are given to both students and parents, which enhance independent study skills, and which will assist the student in meeting the objectives of the District's instructional standards of expected pupil achievement. Teachers are also expected to evaluate homework assignments and return it to students in a timely manner.

The student is expected to accept responsibility for his/her completion of assignments in a timely manner to the best of his/her ability.

Parents are expected to assist the teacher and student by incorporating homework time into the family routine, providing a quiet study area for the student in the home, by expecting the student to fulfill the assignment responsibilities, and by contacting the school when questions regarding homework and student performance arise.

In general, homework assigned at the elementary grade levels is expected to take 10 minutes per grade level. For example, 10 minutes for Kindergarten, 20 minutes for first, 30 minutes for second....60 minutes for Fifth. Assignments may include such things as reading, writing, math, and special projects which both reinforce basic skills learning and enhance the student's ability to work on an independent basis.

In general, homework assigned at the middle school level is expected to require approximately twenty minutes per academic class, or approximately two hours of the student's time outside of the school day on a regular basis. Homework may be specific to the content of a subject and is expected to incorporate reading, writing, and critical thinking skills application.

## Pacific Grove Unified School District

~~Instruction~~

~~Policy # 6 1 5 4~~

### HOMEWORK/ MAKEUP WORK

In general, homework assigned at the high school level is expected to require approximately thirty minutes per academic class or approximately two to three hours of the student's time outside of the school day on a regular basis. Homework may be specific to the content of a subject and is expected to incorporate reading, writing, and critical thinking and independent study skills development and application.

Because individual student abilities differ and because students vary in abilities to use class time productively, variances in times spent by individual students in assignments outside of the school day may occur and homework can be differentiated to meet individual student learning needs.

Homework shall be assigned to a student suspended from school so that he/she may keep up with the progress of his/her classes. The homework assigned during suspension will be graded and assessed and the student will receive credit for that work.

The Superintendent shall be responsible for the development of procedures to ensure that this policy is implemented at all school sites.

#### Make-up Work

Students shall be given the opportunity to make up school work missed because of an excused absence and shall receive full credit for work that is turned in according to a reasonable make-up schedule. As determined by the teacher, the assignments and test shall be reasonably equivalent to, but not necessarily identical to, the assignments and test missed during the absence. ([Education Code 48205](#))

The Superintendent or designee shall notify parents/guardians that no student may have his/her grade reduced or lose academic credit for any excused absence when missed assignments and tests are satisfactorily completed within a reasonable period of time. Such notification shall include the full text of Education Code [48205](#). (Education Code [48980](#))

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the suspension. (Education Code [48913](#))

Legal Reference:

#### EDUCATION CODE

[8420-8428](#) 21st Century High School After School Safety and Enrichment for Teens

## Pacific Grove Unified School District

Instruction

Policy # 6 1 5 4

### **HOMEWORK/ MAKEUP WORK**

[8482-8484.65](#) After School Education and Safety Program

[8484.7-8484.9](#) 21st Century Community Learning Centers

[48205](#) Absences for personal reasons

[48913](#) Completion of work missed by suspended student

[48913.5 Homework assignments for suspended students](#)

[48980](#) Parental notifications

UNITED STATES CODE, TITLE 20

[7171-7176](#) 21st Century Community Learning Centers

Management Resources:

### CSBA PUBLICATIONS

Research-Supported Strategies to Improve the Accuracy and Fairness of Grades, Governance Brief,  
July 2016

### WEB SITES

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

California State PTA: <http://www.capta.org>

**Pacific Grove Unified School District**

Instruction

Policy # 6 1 5 4

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Instruction

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WEB SITES

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California State PTA: <http://www.capta.org>

- Consent
- Information/Discussion
- Action/Discussion
- Public Hearing

**SUBJECT:** Board Calendar/Future Meetings

**DATE:** June 4, 2020

**PERSON(S) RESPONSIBLE:** Ralph Gómez Porras, Superintendent

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**RECOMMENDATION:**

The Administration recommends that the Board review and possibly modify the schedule of meeting dates on the attached calendar and determine, given information from the Administration, whether additional Board dates or modifications need to be established.

**BACKGROUND:**

The Board has approved Bylaw 9320, which states that regular Board meetings be held on the first and third Thursday of each month, from August through June. At the annual organizational meeting held in December, Trustees approves the meeting calendar as presented. The calendar is reviewed at each Board meeting.

**INFORMATION:**

Changes to the Board meeting dates must be approved by a majority vote of the Trustees.



## Board Meeting Calendar, 2019-20 School Year

Jan. 16	<b>Regular Board Meeting</b> ✓ Report on Governor's Budget Proposal ✓ Preliminary Enrollment Projection for 2020-21 ✓ Property Tax Update	Adult School (School Site Visit)
Jan. 23	<b>Regular Board Meeting</b> ✓ School Accountability Report Cards	Community High School (School Site Visit)
Feb. 13	<b>Regular Board Meeting</b> ✓ Budget Development Calendar ✓ Possible Personnel Action Presented as Information ✓ Preliminary Review of Site Master Schedules ✓ Possible Personnel Action (RIF) ✓ Quarterly Facilities Project Updates*	District Office
Mar. 5	<b>Regular Board Meeting</b> ✓ Second Interim Report ✓ Budget Revision #3 ✓ Open House Schedules Reviewed ✓ TRAN Resolution	District Office
Mar. 19	<b>Regular Board Meeting</b> ✓ Budget Projections and Assumptions ✓ Williams/Valenzuela Uniform Complaint Report	District Office
Apr. 2	<b>Regular Board Meeting</b> ✓ Review of Strategic Plan and LCAP (as needed) ✓ Approve 2020-21 Aug.- Dec. Board Meeting Calendar ✓ Quarterly District Safety Update	District Office
April 23	<b>Regular Board Meeting</b> ✓ Review of Site Master Schedules ✓ Review of Strategic Plan and LCAP (as needed) ✓ California Day of the Teacher ✓ Week of the CSEA Employee ✓ Begin Superintendent Evaluation	District Office
May 7	<b>Regular Board Meeting</b> ✓ Continue Superintendent Evaluation ✓ Governance Handbook 2020-21	District Office
May 21	<b>Regular Board Meeting</b> ✓ Complete Superintendent's Evaluation ✓ Review Governor's Revised Budget ✓ Suspensions/Expulsions Annual Report	District Office
June 2 <i>*Special Board Meeting</i>	<b>Special Board Meeting</b> ✓ Re-Opening/ Distance Learning Update	District Office
June 4	<b>Regular Board Meeting</b> ✓ 2020-21 Budget Public Hearing/Adoption ✓ Retiree Recognition	District Office
June 18	<b>Regular Board Meeting</b> ✓ Approval of Contracts and Purchase Orders for 2020-21 ✓ Review of Legal Services Costs ✓ Solicitation of Funds Report ✓ Consolidated Application	District Office

\* Quarterly Facilities Projects Update as needed

## Board Meeting Calendar, 2020-21 School Year

Aug. 20	<b>Regular Board Meeting</b> ✓ Student Enrollment Update ✓ Back to School Night Dates ✓ Property Tax Report ✓ Quarterly Facilities Project Updates* ✓ Quarterly District Safety Update*	District Office
Sept. 3	<b>Regular Board Meeting</b> ✓ Unaudited Actual Report ✓ Budget Revision #1 ✓ Local Control Accountability Plan Review	Forest Grove (School Site Visit)
Sept. 17	<b>Regular Board Meeting</b> ✓ Williams Uniform Complaint Report	District Office
Sept. 26 *Saturday 9am-12pm	<b>Special Board Meeting</b> ✓ Board Goals – Review/Revise ✓ Strategic Plan – Review/Revised	District Office
Oct. 1	<b>Regular Board Meeting</b> ✓ Superintendent’s Goals ✓ Bus Ridership ✓ Week of the School Administrator	Robert Down (School Site Visit)
Oct. 22	<b>Regular Board Meeting</b> ✓ Quarterly District Safety Update* ✓ Budget Revision #2 on 2020-21 Working Budget (Preliminary First Interim)	District Office
Nov. 12	<b>Regular Board Meeting</b> ✓ PGHS Course Bulletin Information/Discussion	Middle School (School Site Visit)
Nov. 19	<b>Regular Board Meeting</b> ✓ Intent Form Due (to serve as Board President or Vice President) ✓ Review of Special Education Contracts ✓ Quarterly Facilities Project Updates* ✓ LCAP Public Hearing	High School (School Site Visit)
Dec. 10	<b>Regular Board Meeting</b> ✓ First Interim Report ✓ Budget Revision #3 ✓ Adoption of LCAP	District Office
Dec. 17	<b>Organizational Meeting</b> ✓ Election of 2020-21 Board President and Clerk ✓ PGHS Course Bulletin Action/Discussion ✓ Williams Uniform Complaint Report ✓ Employee Recognition ✓ Review of Legal Services Costs ✓ Solicitation of Funds Report	District Office

*\*Quarterly District Safety Update and Quarterly Facilities Projects Update as needed*

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

**SUBJECT:** District Update on Response to COVID-19

**DATE:** June 4, 2020

**PERSON(S) RESPONSIBLE:** Ralph Gómez Porras, Superintendent

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**INFORMATION:**

The District Administration will update the Board, staff and community on current District response and protocols to COVID-19.

- Consent
- Action/Discussion
- Information/Discussion
- Public Hearing

**SUBJECT:** Future Agenda Items

**DATE:** June 4, 2020

**PERSON(S) RESPONSIBLE:** Ralph Gómez Porras, Superintendent

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**RECOMMENDATION:**

The Administration recommends that the Board review the list of future agenda items and direct Administration to add items to the list and/or schedule items for a particular agenda.

**BACKGROUND:**

Board Bylaw 9322 states in part that “Any member of the public or any Board member may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request [from a member of the public] must be .... submitted to the Superintendent or designee with supporting documents and information ...”

**INFORMATION:**

Board members have the opportunity at the end of Open Session in a Regular Board meeting to request that items be added to the list for a future meeting. Depending upon the timeliness of the item, it may also be assigned a particular meeting date.

The following is a list of future agenda items as of the June 4, 2020 Regular Board Meeting:

- A member of the public requested Dual Language Elementary Program (TBD)
- Board requested teacher housing (TBD)
- Board requested review of current District committees (Will be addressed through District Newsletter/Update)
- A member of the public requested SELPA present on Special Education (Fall 2020)
- Board requested utility bills costs (electric and water) by school site (2020-21)

# APPENDIX

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**Pacific Grove Unified School District**

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**District Budget**

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**2020-21**

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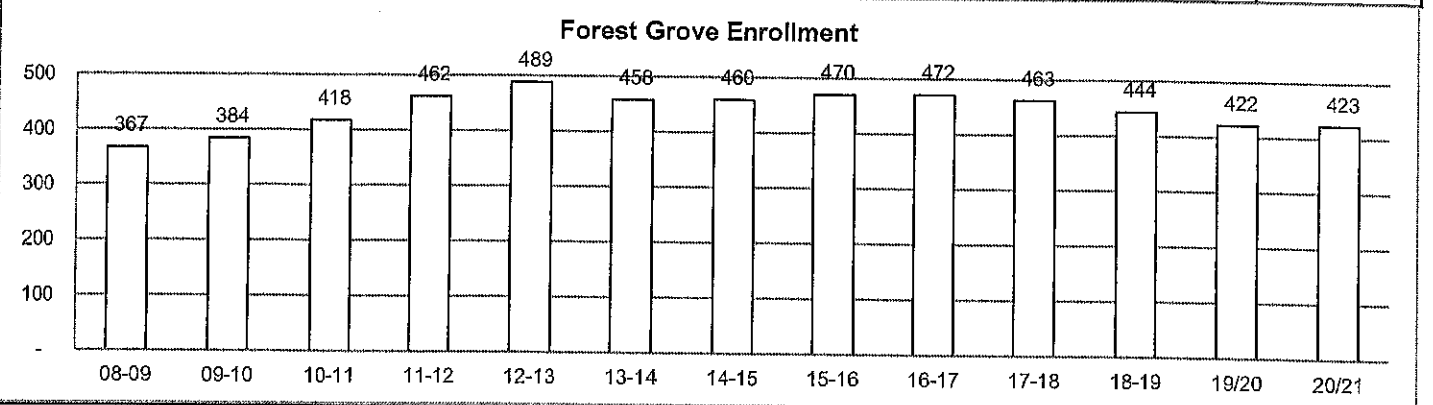
**June 4, 2020**

435 Hillcrest Avenue, Pacific Grove, California 93950 - (831) 646-6510 - [www.pgusd.org](http://www.pgusd.org)

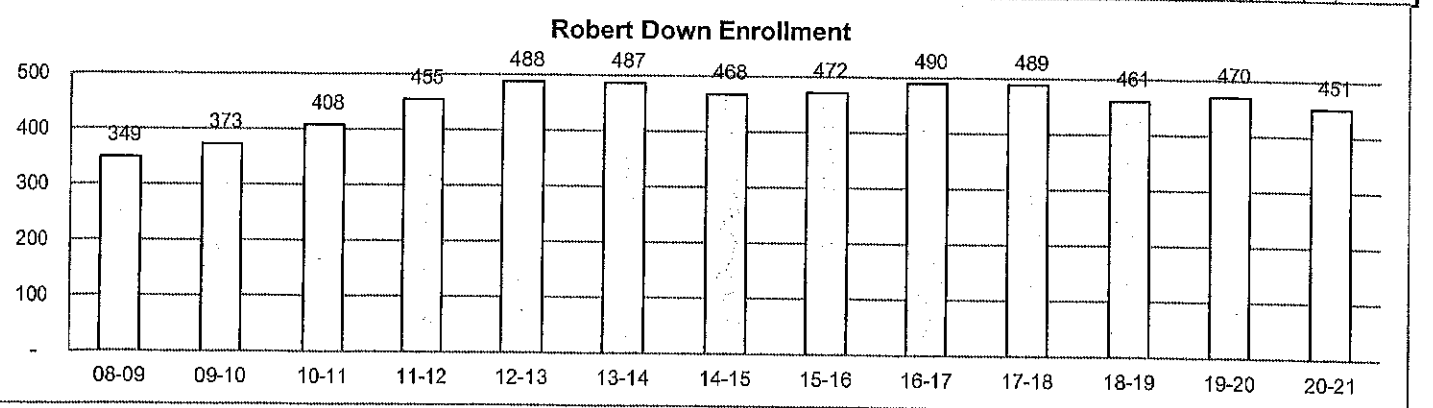
Pacific Grove Unified School District

**Enrollment - CBEDS**

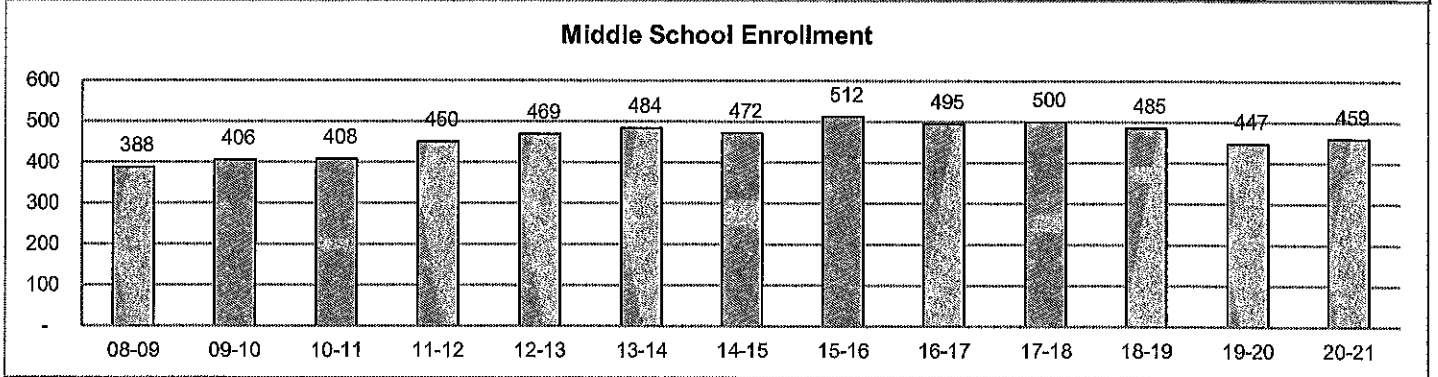
	2013-14		2014-15		2015-16		2016-17		2017-18		2018-19		2019-20		2020-21	
	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%
<b>Forest Grove</b>																
TK	22		27		26		28		27		26		25		26	
K	64		78		78		85		65		65		68		68	
1	68	-8.1%	64	0.0%	82	5.1%	73	-6.4%	86	1.2%	58	-10.8%	62	-4.6%	68	0.0%
2	71	-7.8%	69	1.5%	66	3.1%	80	-2.4%	66	-9.6%	89	3.5%	61	5.2%	62	0.0%
3	67	-14.1%	69	-2.8%	70	1.4%	72	9.1%	77	-3.8%	63	-4.5%	82	-7.9%	61	0.0%
4	89	9.9%	75	11.9%	71	2.9%	68	-2.9%	76	5.6%	73	-5.2%	56	-11.1%	82	0.0%
5	77	-10.5%	78	-12.4%	77	2.7%	66	-7.0%	66	-2.9%	70	-7.9%	68	-6.8%	56	0.0%
<b>Total</b>	<b>458</b>		<b>460</b>		<b>470</b>		<b>472</b>		<b>463</b>		<b>444</b>		<b>422</b>		<b>423</b>	
<b>change</b>	<b>(31)</b>	<b>-6.3%</b>	<b>2</b>	<b>0.4%</b>	<b>10</b>	<b>2.2%</b>	<b>2</b>	<b>0.4%</b>	<b>(9)</b>	<b>-1.9%</b>	<b>(19)</b>	<b>-4.1%</b>	<b>(22)</b>	<b>-5.0%</b>	<b>1</b>	<b>0.2%</b>



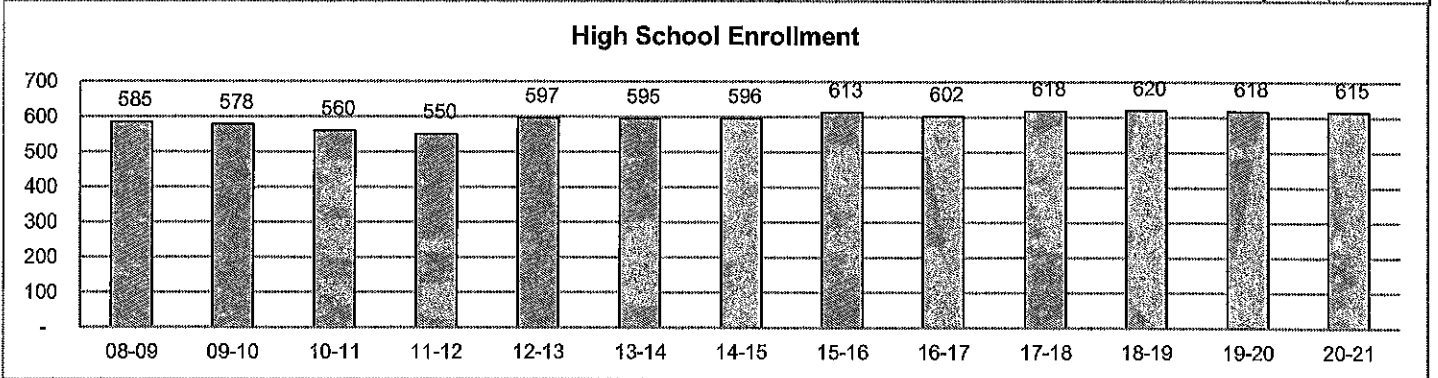
	2013-14		2014-15		2015-16		2016-17		2017-18		2018-19		2019-20		2020-21	
	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%
<b>Robert Down</b>																
K	70		76		68		87		76		81		63		63	
1	91	3.4%	72	2.9%	83	9.2%	78	14.7%	90	3.4%	73	-3.9%	86	6.2%	63	0.0%
2	90	4.7%	79	-13.2%	79	9.7%	78	-6.0%	81	3.8%	88	-2.2%	74	1.4%	86	0.0%
3	72	-14.3%	85	-5.6%	87	10.1%	73	-7.6%	76	-2.6%	76	-6.2%	92	4.5%	74	0.0%
4	87	7.4%	72	0.0%	86	1.2%	93	6.9%	73	0.0%	79	3.9%	73	-3.9%	92	0.0%
5	77	-1.3%	84	-3.4%	69	-4.2%	81	-5.8%	93	0.0%	64	-12.3%	82	3.8%	73	0.0%
<b>Total</b>	<b>487</b>		<b>468</b>		<b>472</b>		<b>490</b>		<b>489</b>		<b>461</b>		<b>470</b>		<b>451</b>	
<b>change</b>	<b>(1)</b>	<b>-0.2%</b>	<b>(19)</b>	<b>-3.9%</b>	<b>4</b>	<b>0.9%</b>	<b>18</b>	<b>3.8%</b>	<b>(1)</b>	<b>-0.2%</b>	<b>(28)</b>	<b>-5.7%</b>	<b>9</b>	<b>2.0%</b>	<b>(19)</b>	<b>-4.0%</b>



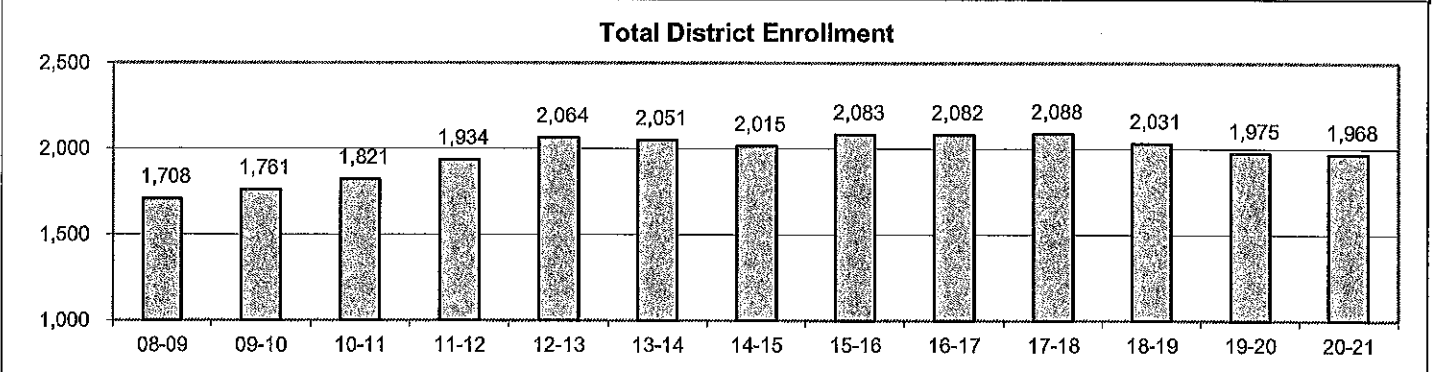
	2013-14		2014-15		2015-16		2016-17		2017-18		2018-19		2019-20		2020-21	
	actual		actual		actual		actual		actual		actual		actual		estimate	
	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%	CBEDS	%
<b>Middle School</b>																
6	174	6.1%	153	-0.6%	188	16.0%	151	3.4%	155	5.4%	174	9.4%	130	-3.0%	150	0.0%
7	162	8.0%	163	-6.3%	164	7.2%	186	-1.1%	161	6.6%	144	-7.1%	179	2.9%	130	0.0%
8	148	-8.6%	156	-3.7%	160	-1.8%	158	-3.7%	184	-1.1%	167	3.7%	138	-4.2%	179	0.0%
<b>Total</b>	<b>484</b>	<b>3.2%</b>	<b>472</b>	<b>-2.5%</b>	<b>512</b>	<b>8.5%</b>	<b>495</b>	<b>-3.3%</b>	<b>500</b>	<b>1.0%</b>	<b>485</b>	<b>-3.0%</b>	<b>447</b>	<b>-7.8%</b>	<b>459</b>	<b>2.7%</b>
change	15	3.2%	(12)	-2.5%	40	8.5%	(17)	-3.3%	5	1.0%	(15)	-3.0%	(38)	-7.8%	12	2.7%



<b>High School</b>																
9	153	-2.5%	160	8.1%	164	5.1%	170	6.3%	169	7.0%	184	0.0%	169	1.2%	138	0.0%
10	167	-3.5%	151	-1.3%	155	-3.1%	152	-7.3%	170	0.0%	150	-11.2%	170	-7.6%	169	0.0%
11	140	-9.7%	151	-9.6%	147	-2.6%	138	-11.0%	144	-5.3%	148	-12.9%	138	-8.0%	170	0.0%
12	135	-11.8%	134	-4.3%	147	-2.6%	142	-3.4%	135	-2.2%	138	-4.2%	141	-4.7%	138	0.0%
<b>Total</b>	<b>595</b>		<b>596</b>		<b>613</b>		<b>602</b>		<b>618</b>		<b>620</b>		<b>618</b>		<b>615</b>	
change	(2)	-0.3%	1	0.2%	17	2.9%	(11)	-1.8%	16	2.7%	2	0.3%	(2)	-0.3%	(3)	-0.5%



<b>CHS</b>	<b>27</b>		<b>19</b>		<b>16</b>		<b>23</b>		<b>18</b>		<b>21</b>		<b>18</b>		<b>20</b>	
<b>District</b>	<b>2,051</b>		<b>2,015</b>		<b>2,083</b>		<b>2,082</b>		<b>2,088</b>		<b>2,031</b>		<b>1,975</b>		<b>1,968</b>	
change	(13)	-0.6%	(36)	-1.8%	68	3.4%	(1)	0.0%	6	0.3%	(57)	-2.7%	(56)	-2.8%	(7)	-0.4%





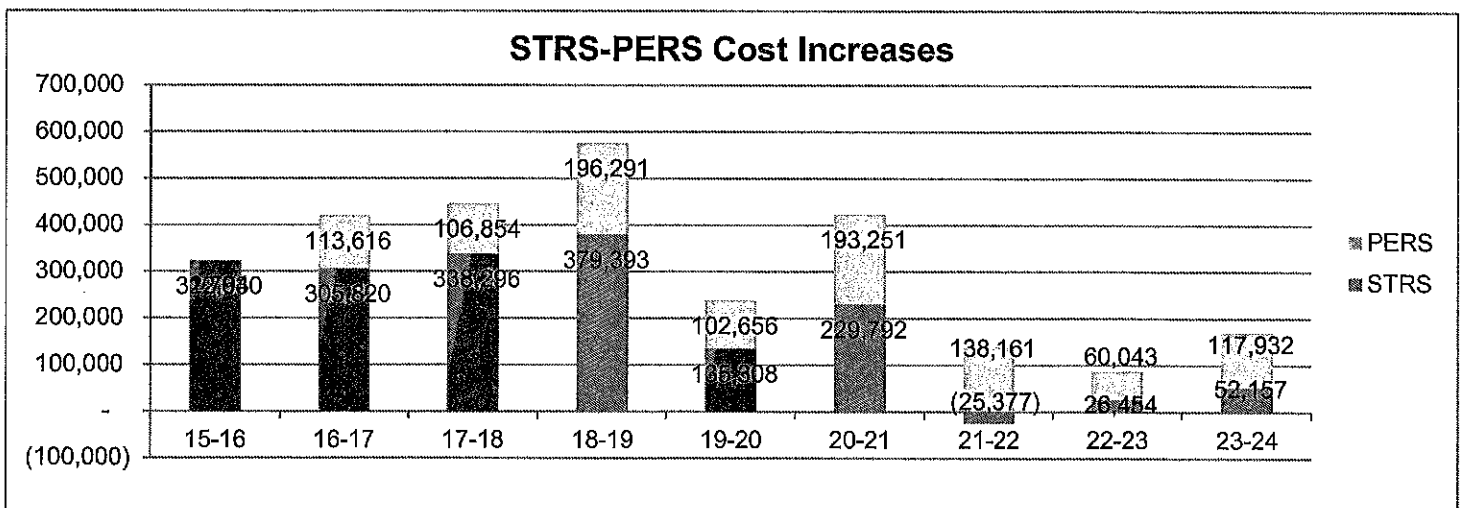
Pacific Grove Unified School District

**STRS-PERS Cost Increases**

STRS	15-16	16-17	17-18	18-19	19-20	20-21	21-22	22-23	23-24
<b>Old Rate</b>	8.25%	8.25%	8.25%	8.25%	8.25%	8.25%	8.25%	8.25%	8.25%
<b>Cert Payroll Cost</b>	14,068,329	15,120,421	16,068,126	17,090,953	17,036,292	17,118,269	17,381,999	17,650,563	18,180,080
	1,160,637	1,247,435	1,325,620	1,410,004	1,405,494	1,412,257	1,434,015	1,456,171	1,499,857
<b>New Rate</b>	10.73%	12.58%	14.43%	16.28%	17.10%	18.40%	18.10%	18.10%	18.10%
<b>Cert Payroll Cost</b>	14,068,329	15,120,421	16,068,126	17,090,953	17,036,292	17,118,269	17,381,999	17,650,563	18,180,080
	1,509,532	1,902,149	2,318,631	2,782,407	2,913,206	3,149,761	3,146,142	3,194,752	3,290,594
<b>Addtl Cost</b>	<b>348,895</b>	<b>654,714</b>	<b>993,010</b>	<b>1,372,404</b>	<b>1,507,712</b>	<b>1,737,504</b>	<b>1,712,127</b>	<b>1,738,580</b>	<b>1,790,738</b>
compared to old rate									
<b>Addtl Cost</b>	<b>322,630</b>	<b>305,820</b>	<b>338,296</b>	<b>379,393</b>	<b>135,308</b>	<b>229,792</b>	<b>(25,377)</b>	<b>26,454</b>	<b>52,157</b>
compared to prior year									

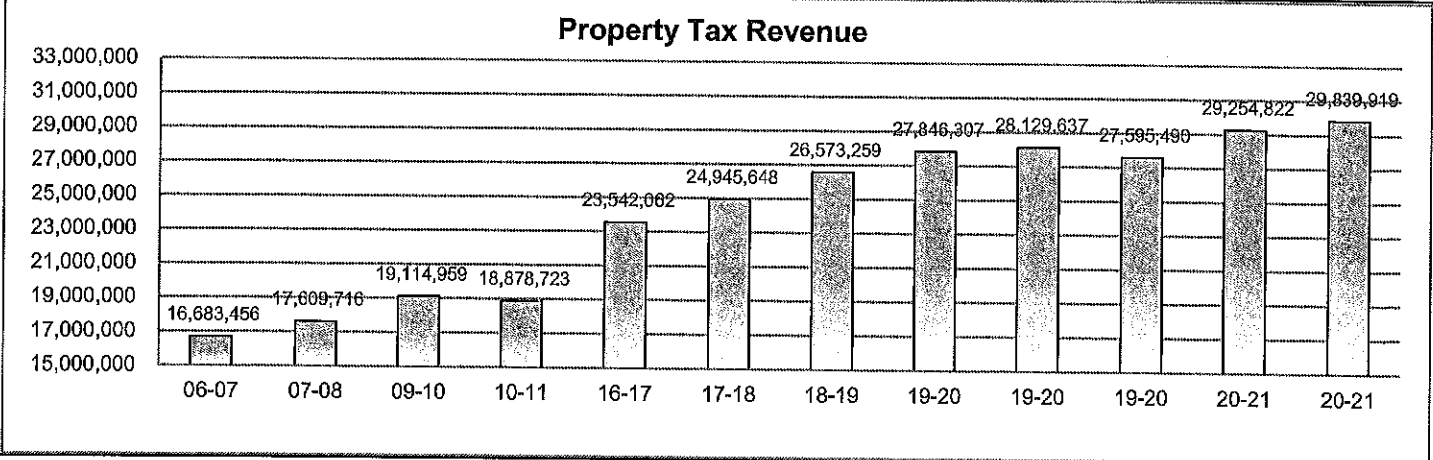
PERS	15-16	16-17	17-18	18-19	19-20	20-21	21-22	22-23	23-24
<b>Old Rate</b>	11.44%	11.44%	11.44%	11.44%	11.44%	11.44%	11.44%	11.44%	11.44%
<b>Class Payroll Cost</b>	5,060,143	5,478,317	5,892,951	6,605,049	6,521,442	6,523,951	6,621,997	6,720,780	6,922,403
	578,982	626,829	674,271	755,750	746,183	746,470	757,689	768,992	792,061
<b>New Rate</b>	11.85%	13.89%	15.53%	18.062%	19.721%	22.680%	24.600%	25.300%	26.60%
<b>Class Payroll Cost</b>	5,060,143	5,478,317	5,892,951	6,605,049	6,521,442	6,523,951	6,621,997	6,720,780	6,922,403
	599,475	760,938	915,234	1,193,004	1,286,094	1,479,632	1,629,011	1,700,357	1,841,359
(these rates were adopted by Cal-PERS on 4-17-18)									
<b>Addtl Cost</b>	<b>20,494</b>	<b>134,109</b>	<b>240,963</b>	<b>437,254</b>	<b>539,910</b>	<b>733,162</b>	<b>871,322</b>	<b>931,366</b>	<b>1,049,298</b>
compared to old rate									
<b>Addtl Cost</b>	<b>1,794</b>	<b>113,616</b>	<b>106,854</b>	<b>196,291</b>	<b>102,656</b>	<b>193,251</b>	<b>138,161</b>	<b>60,043</b>	<b>117,932</b>
compared to prior year									

STRS-PERS	15-16	16-17	17-18	18-19	19-20	20-21	21-22	22-23	23-24
<b>Combined</b>	<b>369,388</b>	<b>788,823</b>	<b>1,233,973</b>	<b>1,809,658</b>	<b>2,047,622</b>	<b>2,470,666</b>	<b>2,583,449</b>	<b>2,669,946</b>	<b>2,840,036</b>
Compared to old rate									
<b>Combined</b>	<b>324,423</b>	<b>419,435</b>	<b>445,150</b>	<b>575,685</b>	<b>237,964</b>	<b>423,044</b>	<b>112,783</b>	<b>86,497</b>	<b>170,090</b>
compared to prior year									



# Property Tax Revenue

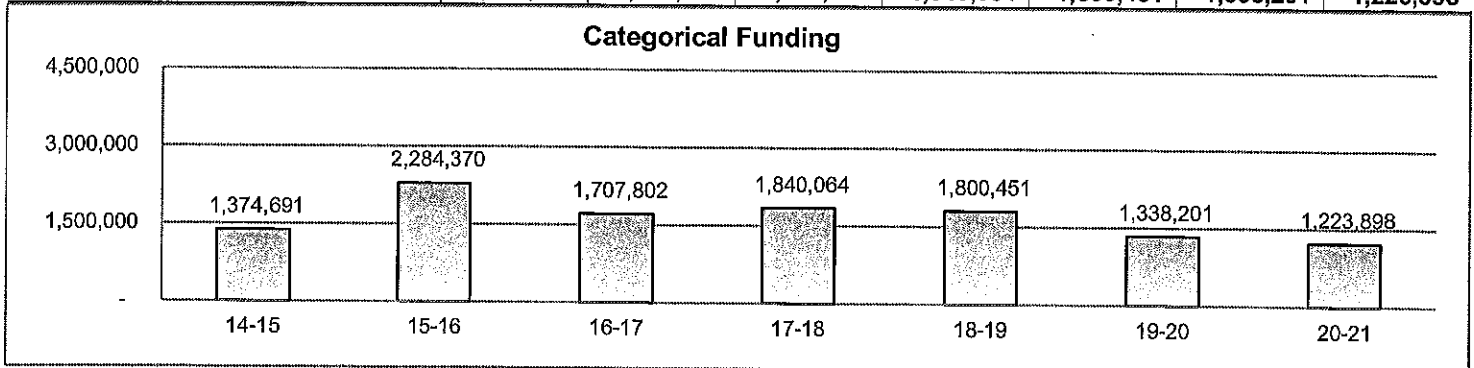
	5.90%	5.96%	6.52%	4.75%	5.86%	3.88%	4.00%	2.00%
	2016-17	2017-18	2018-19	2019-20	2019-20	2019-20	2020-21	2021-22
	actual	actual	actual	Adopted Bdgt	Revised	Act. To 5/27	Estimate	Estimate
<b>July</b>	-	-	-	-	-	-	-	-
Year-to-Date	-	-	-	-	-	-	-	-
<b>August</b>	-	-	-	-	-	-	-	-
Year-to-Date	-	-	-	-	-	-	-	-
<b>September</b>	49,319	56,920	81,929	85,821	91,507	91,507	95,167	97,071
Year-to-Date	49,319	56,920	81,929	85,821	91,507	91,507	95,167	97,071
<b>October</b>	792,168	818,005	-	-	-	-	-	-
Year-to-Date	841,486	874,925	81,929	85,821	-	-	95,167	97,071
<b>November</b>	42,682	46,407	943,522	988,340	1,012,590	1,012,590	1,053,094	1,074,155
Year-to-Date	884,168	921,332	1,025,451	1,074,160	1,104,097	1,104,097	1,148,261	1,171,226
<b>December</b>	12,688,993	13,648,659	13,591,740	14,237,347	14,627,231	14,627,231	15,212,320	15,516,567
Year-to-Date	13,573,161	14,569,991	14,617,191	15,311,508	15,731,328	15,731,328	16,360,581	16,687,793
percent change	8.35%	7.34%	0.32%	4.75%	2.74%	7.62%	4.00%	2.00%
<b>January</b>	307,376	755,156	880,650	912,302	645,269	645,269	671,080	684,502
Year-to-Date	13,880,538	15,325,147	15,497,841	16,223,810	16,376,597	16,376,597	17,031,661	17,372,295
percent change	6.32%	10.41%	1.13%	4.68%	0.94%	5.67%	4.00%	2.00%
<b>February</b>	601,451	1,459,505	719,652	1,763,223	726,703	726,703	755,771	770,886
Year-to-Date	14,481,989	16,784,652	16,217,492	17,987,033	17,103,300	17,103,300	17,787,432	18,143,181
percent change	6.40%	15.90%	-3.38%	10.91%	-4.91%	5.46%	4.00%	2.00%
<b>March</b>	502,464	5,135	560,829	6,204	611,291	635,096	635,743	648,457
Year-to-Date	14,984,452	16,789,787	16,778,321	17,993,237	17,714,591	17,738,396	18,423,175	18,791,638
percent change	6.05%	12.05%	-0.07%	7.24%	-1.55%	5.72%	3.86%	2.00%
<b>April</b>	8,041,076	7,665,157	9,268,101	9,260,252	9,840,806	9,353,536	10,234,438	10,439,127
Year-to-Date	23,025,529	24,454,944	26,046,422	27,253,489	27,555,397	27,091,932	28,657,613	29,230,765
percent change	5.80%	6.21%	6.51%	4.63%	1.11%	4.01%	5.78%	2.00%
<b>May</b>	83,677	72,178	102,453	87,198	111,672	62,709	116,139	118,462
Year-to-Date	23,109,205	24,527,122	26,148,876	27,340,688	27,667,069	27,154,641	28,773,752	29,349,227
percent change	5.91%	6.14%	6.61%	4.56%	1.19%	3.85%	5.96%	2.00%
<b>June</b>	432,856	418,526	424,383	505,620	462,568	440,849	481,071	490,692
Year-to-Date	23,542,062	24,945,648	26,573,259	27,846,307	28,129,637	27,595,490	29,254,822	29,839,919
percent change	5.90%	5.96%	6.52%	4.79%	1.02%	3.85%	6.01%	2.00%
<b>Total</b>	23,542,062	24,945,648	26,573,259	27,846,307	28,129,637	27,595,490	29,254,822	29,839,919
<b>Inc (Dec)</b>	1,310,658	1,403,586	1,627,611	1,273,048	1,546,050	1,022,231	1,659,333	585,096
percent change	5.90%	5.96%	6.52%	4.79%	5.55%	3.85%	6.01%	2.00%



Pacific Grove Unified School District

**Categoricals**

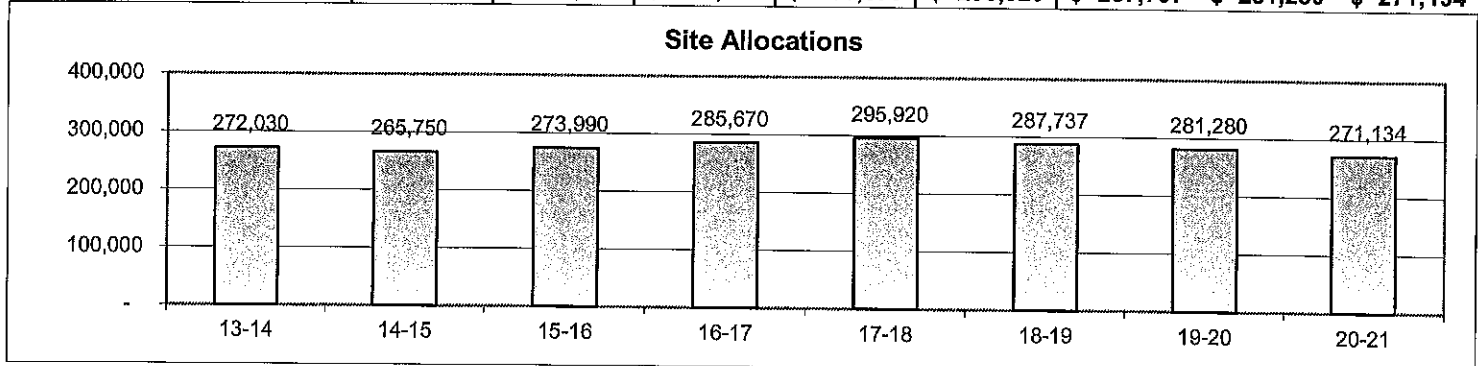
Title	Obj-Res	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
1 Special Ed/ Mental health	8181-3310	328,715	333,219	341,069	395,383	382,284	377,224	379,110
2 MAA	8290-0000	54,428	68,197	16,518	150,579	51,500	50,000	50,000
3 Title I	8290-3010	113,159	112,668	128,253	162,825	124,888	126,137	128,394
4 VEA	8290-3550	26,551	24,913	21,511	21,112	21,510	21,246	27,312
5 Title II Teacher Quality	8290-4035	53,043	52,436	53,221	33,429	31,476	31,791	32,839
6 Title II Principal Training	8290-4036	-	-	-	-	-	-	-
7 Title III Limited English	8290-4201	26,741	19,246	19,473	22,150	36,983	10,000	10,000
8 EIA	8311-7090	-	-	-	-	-	-	-
9 Transportation	8311-7230	7,849	-	-	-	-	-	-
10 Mandated Costs	8550-0000	133,812	1,033,242	445,293	293,305	443,730	79,086	79,086
11 Lottery - Rest	8560-6300	93,150	134,633	102,785	124,776	108,650	102,816	103,032
12 Lottery - Unrest	8560-1100	391,230	333,877	310,578	324,015	309,550	291,312	291,924
13 Oth State Rev/Medi Cal					54,619	30,909	31,218	31,530
14 Fair Share	8590-0000	-	-	-	-	-	-	-
15 MENTAL HTL - SPEC	8590-6512	68,496	65,804	81,163	38,671	38,671	38,671	38,671
16 School Counselor	8590-0080	-	-	-	-	-	-	-
17 CSR 9-12	8590-0120	-	-	-	-	-	-	-
18 K-3 Class Size Reductio	8590-0130	-	-	-	-	-	-	-
19 GATE	8590-0140	-	-	-	-	-	-	-
20 Instructional Materials	8590-0156	-	-	-	-	-	-	-
21 PAR	8590-0271	-	-	-	-	-	-	-
22 CBET	8590-0285	-	-	-	-	-	-	-
23 Math and Reading	8590-0294	-	-	-	-	-	-	-
24 Math and Reading	8590-0296	-	-	-	-	-	-	-
25 Adminstrator Training	8590-0325	-	-	-	-	-	-	-
26 ROP (CTE)	8590-0350	-	-	-	112,373	87,772	178,700	52,000
27 Adult Education	8590-0390	-	-	-	-	-	-	-
28 Prof Development	8590-0393	-	-	-	-	-	-	-
29 TIIG	8590-0394	-	-	-	-	-	-	-
30 SIP	8590-0395	-	-	-	-	-	-	-
31 School Safety	8590-0405	-	-	-	-	-	-	-
32 Pupil Retention	8590-0739	-	-	-	-	-	-	-
33 CAHSEE	8590-0755	-	-	-	-	-	-	-
34 Art and Music Grant	8590-0760	-	-	-	-	-	-	-
35 Prop 39 Energy Efficient	8590-6230	75,210	105,119	111,244	105,886	15,943	-	-
36 TUPE	8590-6690	2,307	1,016	1,694	941	-	-	-
37 Common Core	8590-7405	-	-	75,000	-	116,585	-	-
<b>Total</b>		<b>1,374,691</b>	<b>2,284,370</b>	<b>1,707,802</b>	<b>1,840,064</b>	<b>1,800,451</b>	<b>1,338,201</b>	<b>1,223,898</b>



## Pacific Grove Unified School District

## Site Allocations

	2013-14 actual	2014-15 actual	2015-16 actual	2016-17 actual	2017-18 actual	2018-19 actual	2019-20 actual	2020-21 budget
<b>Forest Grove</b>								
Enrollment (97% of estimate)	499	411	428	458	449	448	437	410
Allocation per Student	\$ 130.00	\$ 130.00	\$ 130.00	\$ 135.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00
<b>Initial Allocation</b>	<b>\$ 64,870</b>	<b>\$ 53,380</b>	<b>\$ 55,575</b>	<b>\$ 61,830</b>	<b>\$ 62,875</b>	<b>\$ 62,740</b>	<b>\$ 61,180</b>	<b>\$ 57,443</b>
Enrollment (actual CBEDS)	458	460	470	472	463	448	422	410
<b>Final Allocation</b>	<b>\$ 59,540</b>	<b>\$ 59,800</b>	<b>\$ 61,100</b>	<b>\$ 63,720</b>	<b>\$ 64,820</b>	<b>\$ 62,740</b>	<b>\$ 59,080</b>	<b>\$ 57,443</b>
<b>Increase (Decrease)</b>	<b>\$ (5,330)</b>	<b>\$ 6,420</b>	<b>\$ 5,525</b>	<b>\$ 1,890</b>	<b>\$ 1,945</b>	<b>\$ -</b>	<b>\$ (2,100)</b>	<b>\$ -</b>
<b>Robert Down</b>								
Enrollment (97% of estimate)	522	437	447	458	474	458	462	437
Allocation per Student	\$ 130.00	\$ 130.00	\$ 130.00	\$ 135.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00
<b>Initial Allocation</b>	<b>\$ 67,860</b>	<b>\$ 56,830</b>	<b>\$ 58,045</b>	<b>\$ 61,830</b>	<b>\$ 66,406</b>	<b>\$ 64,098</b>	<b>\$ 64,680</b>	<b>\$ 61,246</b>
Enrollment (actual CBEDS)	487	468	472	490	489	458	472	437
<b>Final Allocation</b>	<b>\$ 63,310</b>	<b>\$ 60,840</b>	<b>\$ 61,360</b>	<b>\$ 66,150</b>	<b>\$ 68,460</b>	<b>\$ 64,098</b>	<b>\$ 66,080</b>	<b>\$ 61,246</b>
<b>Increase (Decrease)</b>	<b>\$ (4,550)</b>	<b>\$ 4,011</b>	<b>\$ 3,315</b>	<b>\$ 4,320</b>	<b>\$ 2,054</b>	<b>\$ -</b>	<b>\$ 1,400</b>	<b>\$ -</b>
<b>Middle School</b>								
Enrollment (97% of estimate)	513	452	454	496	485	461	440	445
Allocation per Student	\$ 130.00	\$ 130.00	\$ 130.00	\$ 135.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00
<b>Initial Allocation</b>	<b>\$ 66,690</b>	<b>\$ 58,788</b>	<b>\$ 59,033</b>	<b>\$ 66,960</b>	<b>\$ 67,900</b>	<b>\$ 64,540</b>	<b>\$ 61,600</b>	<b>\$ 62,332</b>
Enrollment (actual CBEDS)	484	472	512	495	500	461	451	445
<b>Final Allocation</b>	<b>\$ 62,920</b>	<b>\$ 61,360</b>	<b>\$ 66,560</b>	<b>\$ 66,825</b>	<b>\$ 70,000</b>	<b>\$ 64,540</b>	<b>\$ 63,140</b>	<b>\$ 62,332</b>
<b>Increase (Decrease)</b>	<b>\$ (3,770)</b>	<b>\$ 2,572</b>	<b>\$ 7,527</b>	<b>\$ (135)</b>	<b>\$ 2,100</b>	<b>\$ -</b>	<b>\$ 1,540</b>	<b>\$ -</b>
<b>High School</b>								
Enrollment (97% of estimate)	628	527	561	591	599	647	633	597
Allocation per Student	\$ 130.00	\$ 130.00	\$ 130.00	\$ 135.00	\$ 140.00	\$ 140.00	\$ 140.00	\$ 140.00
<b>Initial Allocation</b>	<b>\$ 81,640</b>	<b>\$ 68,558</b>	<b>\$ 72,865</b>	<b>\$ 79,785</b>	<b>\$ 83,924</b>	<b>\$ 90,579</b>	<b>\$ 88,620</b>	<b>\$ 83,517</b>
Enrollment (actual CBEDS)	595	596	613	602	618	647	618	597
<b>Final Allocation</b>	<b>\$ 77,350</b>	<b>\$ 77,480</b>	<b>\$ 79,690</b>	<b>\$ 81,270</b>	<b>\$ 86,520</b>	<b>\$ 90,579</b>	<b>\$ 86,520</b>	<b>\$ 83,517</b>
<b>Increase (Decrease)</b>	<b>\$ (4,290)</b>	<b>\$ 8,922</b>	<b>\$ 6,825</b>	<b>\$ 1,485</b>	<b>\$ 2,596</b>	<b>\$ -</b>	<b>\$ (2,100)</b>	<b>\$ -</b>
<b>Community High School</b>								
Enrollment (97% of estimate)	20	23	18	14	17	17	19	19
Allocation per Student	\$ 330.00	\$ 330.00	\$ 330.00	\$ 335.00	\$ 340.00	\$ 340.00	\$ 340.00	\$ 340.00
<b>Initial Allocation</b>	<b>\$ 6,600</b>	<b>\$ 7,590</b>	<b>\$ 5,957</b>	<b>\$ 4,690</b>	<b>\$ 5,936</b>	<b>\$ 5,780</b>	<b>\$ 6,460</b>	<b>\$ 6,596</b>
Enrollment (actual CBEDS)	27	19	16	23	18	17	19	19
<b>Final Allocation</b>	<b>\$ 8,910</b>	<b>\$ 6,270</b>	<b>\$ 5,280</b>	<b>\$ 7,705</b>	<b>\$ 6,120</b>	<b>\$ 5,780</b>	<b>\$ 6,460</b>	<b>\$ 6,596</b>
<b>Increase (Decrease)</b>	<b>\$ 2,310</b>	<b>\$ (1,320)</b>	<b>\$ (677)</b>	<b>\$ 3,015</b>	<b>\$ 184</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Final Allocations</b>	<b>\$ 272,030</b>	<b>\$ 265,750</b>	<b>\$ 273,990</b>	<b>\$ 285,670</b>	<b>\$ 295,920</b>	<b>\$ 287,737</b>	<b>\$ 281,280</b>	<b>\$ 271,134</b>



Allocations are adjusted at CBEDS. Starting 12-13, Health Permits & Copier Leases are excluded. SIP and Site Allocations are combined.

## Pacific Grove Unified School District

**Budget Details**

	2013-14 actual	2014-15 actual	2015-16 actual	2016-17 actual	2017-18 actual	2018-19 actual	2019-20 budgeted	2020-21 budgeted
<b>Categorical Funding</b>	1,781,245	1,374,691	2,284,370	1,707,802	1,840,064	1,800,451	<b>1,338,201</b>	<b>1,223,898</b>
change	(1,233,767)	(406,554)	909,679	(576,568)	132,262	(39,613)	(462,250)	(114,303)
<b>Enrollment (CBEDS)</b>	2,051	2,015	2,083	2,082	2,088	2,031	<b>1,975</b>	<b>1,968</b>
change	(13)	(36)	68	(1)	6	(57)	(56)	(7)
<b>Staffing</b>	212.6	211.4	221.8	230.1	236.2	247.5	250.9	250.9
change	12.3	(1.2)	10.4	8.3	6.1	11.4	3.4	-
<b>Class Size</b>	21.6	20.5	21.4	20.9	20.5	20.4	20.4	20.4
change	(1.3)	(1.1)	0.9	(0.5)	(0.4)	(0.1)	-	(0.1)
<b>Step-and-Column Costs</b>	31,741	39,483	54,999	147,368	100,911	100,911	191,573	191,573
change	(105,973)	7,742	15,516	92,369	(46,457)	-	<b>90,662</b>	-
<b>Health Care Plan (single)</b>	679.28	692.87	727.51	749.00	801.00	851.00	<b>954.00</b>	<b>954.00</b>
change	18.4%	2.0%	5.0%	3.0%	6.9%	6.2%	12.1%	0.0%
<b>Site Allocations</b>	272,030	265,750	273,990	285,670	295,920	287,737	<b>281,280</b>	<b>271,134</b>
change	1,190	(6,280)	8,240	11,680	10,250	(8,183)	(6,457)	(10,146)
<b>Property Tax Revenue</b>	20,283,021	21,005,314	22,231,404	23,542,062	24,945,648	26,573,259	<b>28,129,637</b>	<b>29,254,822</b>
change	875,798	722,293	1,226,089	1,310,658	1,403,586	1,627,611	1,556,378	1,125,185
<b>Contrib to Rest. Program</b>	4,321,146	3,773,938	3,845,174	3,838,685	4,480,719	5,298,788	<b>5,401,185</b>	-
change	(163,935)	(547,208)	71,236	(6,489)	642,034	818,068	102,397	(5,401,185)
<b>Mandated Costs</b>	71,314	133,812	1,033,242	445,293	293,305	436,319	<b>79,086</b>	<b>79,086</b>
change	12,128	62,498	899,430	(587,949)	(151,988)	143,014	(357,233)	-
<b>Bus Ridership</b>	339	316	333	255	253	236	<b>186</b>	<b>186</b>
change	37	(23)	17	(78)	(2)	(17)	(50)	-
<b>Meals Served</b>	111,579	111,672	123,629	122,102	123,336	117,820	<b>120,978</b>	<b>123,398</b>
change	4,370	93	11,957	(1,527)	1,234	(5,516)	3,158	2,420
<b>Free and Reduced Meals</b>	18.0%	19.8%	19.3%	16.5%	20.0%	19.1%	20.6%	<b>20.6%</b>
change	-2.8%	1.8%	-0.5%	-2.9%	3.5%	-0.9%	1.5%	0.0%
<b>General Fund Reserve %</b>	12.4%	12.5%	16.7%	17.4%	12.6%	12.1%	<b>12.3%</b>	<b>14.8%</b>
change	-1.0%	0.1%	4.2%	0.7%	-4.8%	-0.5%	0.2%	2.5%
<b>Surplus (Deficit)</b>	262,613	241,697	1,607,862	58,291	(739,727)	367,317	<b>124,223</b>	<b>804,647</b>
change	1,133,559	(20,916)	1,366,165	(1,549,571)	(798,018)	1,107,044	(243,094)	680,424
<b>Ongoing Salary Increase</b>	2.25%	2.25%	3.50%	3.50%	3.50%	3.20%	0.00%	0.00%
<b>One-time Salary Increases</b>								
<b>STRS Employer %</b>	8.25%	8.88%	10.73%	12.58%	14.43%	16.28%	<b>17.10%</b>	<b>18.40%</b>
<b>Cost</b>	1,077,240	1,127,512	2,575,674	2,961,704	3,502,696	4,115,746	<b>4,394,914</b>	<b>4,628,990</b>
change	53,797	50,272	1,448,162	386,031	540,992	613,050	<b>279,168</b>	<b>234,076</b>
<b>PERS Employer %</b>	11.44%	11.77%	11.80%	13.90%	15.53%	18.06%	<b>19.72%</b>	<b>22.68%</b>
<b>Cost</b>	456,473	478,676	544,430	673,279	810,393	1,044,666	<b>1,606,322</b>	<b>1,860,487</b>
change	(205,081)	22,203	65,754	128,849	137,114	234,273	<b>561,656</b>	<b>254,165</b>
<b>Ending Fund Balances</b>								
Fund 01 - General Fund	3,538,700	3,686,012	5,240,889	5,387,880	4,597,288	4,696,366	<b>4,820,592</b>	<b>5,643,670</b>
Fund 11 - Adult Education	78,414	34,670	774,914	1,693,433	2,336,590	2,005,884	<b>801,393</b>	<b>805,084</b>
Fund 12 - Child Development	279	4,590	63,531	83,284	108,280	37,885	<b>40,209</b>	<b>44,861</b>
Fund 13 - Cafeteria Fund	7,613	8,785	8,680	9,929	13,766	11,778	<b>5,127</b>	<b>14,408</b>
Fund 14 - Deferred Maintenance	883,527	462,580	380,180	94,526	26,040	5,571	<b>43,143</b>	<b>101,565</b>
Fund 20 - Post Employment	136,761	156,788	177,493	199,078	5,860	6,034	<b>6,059</b>	<b>6,084</b>
Fund 21 - Building Fund	730,364	2,060,698	542,106	1,864,324	1,504,309	951,155	<b>306,155</b>	<b>1,578,671</b>
Fund 40 - Capital Projects	548,627	636,191	571,955	376,097	10,636	136,813	<b>152,806</b>	<b>179,596</b>
<b>Total Ending Fund Balance</b>	<b>5,924,287</b>	<b>7,050,315</b>	<b>7,759,749</b>	<b>9,708,550</b>	<b>8,602,769</b>	<b>7,851,485</b>	<b>6,175,483</b>	<b>8,373,938</b>

**Fund 1 - General Fund**

	5.90%	5.96%	6.52%	5.86%	4.00%	2.00%	3.00%
	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actuals	Actuals	Actuals	Second Interim	Adopted Budget	Estimate	Estimate
Beginning Fund Balance - Rest	498,525	724,568	446,664	526,947	380,892	-	-
Beginning Fund Balance - Unrest.	4,742,364	4,663,312	4,151,404	4,169,422	4,458,131	5,643,670	6,412,978
<b>Beginning Fund Balance</b>	<b>5,240,889</b>	<b>5,387,880</b>	<b>4,598,068</b>	<b>4,696,369</b>	<b>4,839,023</b>	<b>5,643,670</b>	<b>6,412,978</b>
<b>Revenues:</b>							
LCFF Sources 8000	25,912,303	27,410,041	29,357,332	30,658,234	31,773,436	32,358,532	33,253,730
Federal Sources 8100	614,403	795,584	719,971	661,753	659,185	663,381	667,610
State Sources 8300	2,354,635	2,245,339	2,700,969	2,658,179	2,534,318	2,528,986	2,548,085
Local Sources 8600	1,612,235	1,583,927	1,721,841	1,680,769	1,380,728	1,380,728	1,380,728
<b>Total Revenues</b>	<b>30,493,576</b>	<b>32,034,891</b>	<b>34,500,113</b>	<b>35,658,935</b>	<b>36,347,667</b>	<b>36,931,627</b>	<b>37,850,153</b>
percent change	2.0%	5.1%	2.7%	0.5%	1.9%	1.6%	2.5%
<b>Expenditures:</b>							
Certificated Salaries 1000	15,120,421	16,068,126	17,073,639	17,036,292	17,118,269	17,381,999	17,650,563
Classified Salaries 2000	5,478,317	5,892,951	6,579,721	6,521,442	6,523,951	6,621,997	6,720,780
Employee Benefits 3000	5,649,084	6,170,056	7,068,637	7,862,747	8,534,317	8,720,022	8,854,552
Books and Supplies 4000	1,098,576	1,414,682	933,021	1,420,434	971,288	976,144	971,812
Services and Other 5000	2,659,667	3,114,199	2,435,873	2,581,402	2,267,105	2,334,067	2,454,928
Capital Outlay 6000	178,164	74,062	41,256	83,000	-	-	-
Other Outgo 7000	251,056	40,543	650	29,395	128,090	128,090	128,090
<b>Total Expenditures</b>	<b>30,435,285</b>	<b>32,774,619</b>	<b>34,132,796</b>	<b>35,534,712</b>	<b>35,543,020</b>	<b>36,162,320</b>	<b>36,780,725</b>
percent change	7.6%	7.7%	-1.6%	0.8%	0.0%	1.7%	1.7%
<b>Surplus (Deficit)</b>	<b>58,291</b>	<b>(739,727)</b>	<b>367,317</b>	<b>124,223</b>	<b>804,647</b>	<b>769,308</b>	<b>1,069,428</b>
<b>Transfers In (Out)</b>							
Fund 11 - Adult Education			(93,891)				
Fund 12 - Child Development							
Fund 13 - Cafeteria	(50,285)	(50,864)	(58,105)	(9,842)	(73,822)	(75,880)	(75,880)
Fund 14 - Deferred Maintenance							
Fund 20 - Postemployment Ben.	(19,426)						
Other Sources (Uses) Bus/FD 40	158,410		(117,024)	(73,822)	-	-	-
<b>Net Transfers In (Out)</b>	<b>88,699</b>	<b>(50,864)</b>	<b>(269,019)</b>	<b>(83,664)</b>	<b>(73,822)</b>	<b>(75,880)</b>	<b>(75,880)</b>
<b>Ending Fund Balance</b>	<b>5,387,880</b>	<b>4,597,288</b>	<b>4,696,366</b>	<b>4,820,592</b>	<b>5,643,670</b>	<b>6,412,978</b>	<b>7,482,406</b>
<b>Components of Ending Fund Balance</b>							
a Nonspendable - Revolving Cash	5,000	5,000	5,000	5,000	5,000	5,000	5,000
b Restricted (restricted carryover)	91,810	446,664	526,947	438,812	360,593	360,593	360,593
c Committed / Prepaid Exp.			3,220				
d Assigned							
Prop Tax Reserve (0.50%)	157,551	124,728	132,866	140,648	146,274	149,200	153,676
Basic Aid Reserve	945,304	1,028,873	1,032,054	2,448,471	3,484,208	4,211,645	5,115,799
Sick Leave Incentive Reserve	40,000	40,000	70,000	70,000	70,000	70,000	70,000
Deferred Maint. & RRM Reserve		819,346	539,351	416,042	393,094	411,673	430,225
STRS/PERS Reserve 2020-21	3,221,392	1,000,994	1,057,412	235,577	118,211	120,020	243,713
C/o to FD 40; Donations		117,024	297,461				
e 3% Resv for Econ Uncertainties (3)	<b>926,824</b>	<b>1,015,438</b>	<b>1,032,054</b>	<b>1,066,041</b>	<b>1,066,291</b>	<b>1,084,870</b>	<b>1,103,422</b>
Unassigned/Unappropriated							
<b>subtotal Unrestricted Reserves</b>	<b>5,291,070</b>	<b>4,146,403</b>	<b>4,161,199</b>	<b>4,376,780</b>	<b>5,278,077</b>	<b>6,047,407</b>	<b>7,116,835</b>
Undesignated Resv Percent	17.4%	12.6%	12.1%	12.3%	14.8%	16.7%	19.3%
<b>Ending Fund Balance</b>	<b>5,387,880</b>	<b>4,598,067</b>	<b>4,696,366</b>	<b>4,820,592</b>	<b>5,643,670</b>	<b>6,413,000</b>	<b>7,482,428</b>

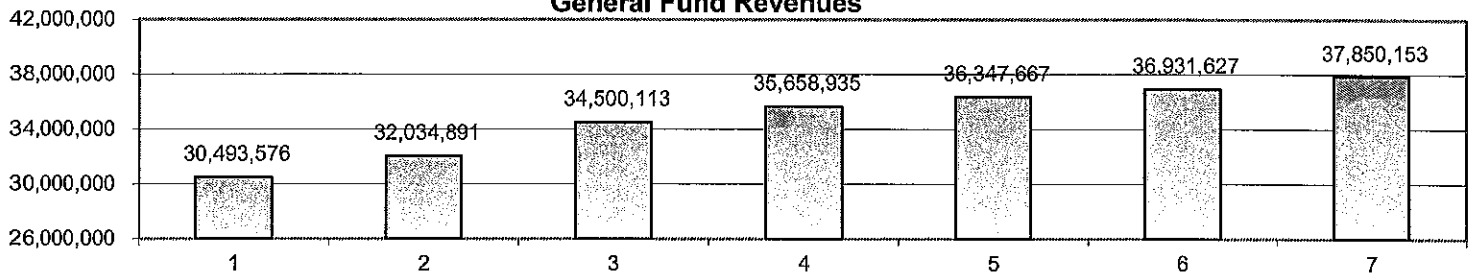
# Revenues - 8000

APPENDIX A

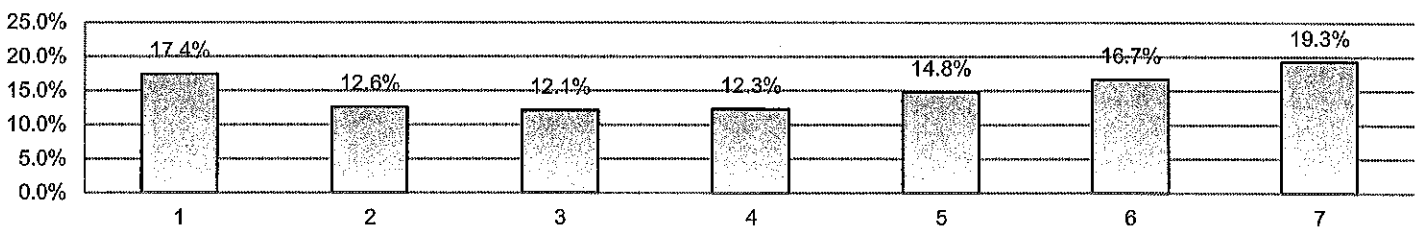
		2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
		Actuals	Actuals	U. Actuals	Second Interim	Adopted Budget	Estimate	Estimate
<b>LCFF Sources:</b>	<b>8000</b>							
U LCFF - Current Year	8011	2,505,456	2,505,456	2,505,456	2,505,456	2,505,456	2,505,456	2,505,456
U Prop 30 EPA (thru 18-19)	8012	383,760	398,206	397,176	381,890	382,160	382,160	382,160
U Revenue Limit - Prior Y	8019	(196)	(794)		-	-	-	-
<b>Prop 30/Rev Limit subtotal</b>		<b>2,889,020</b>	<b>2,902,868</b>	<b>2,902,632</b>	<b>2,887,346</b>	<b>2,887,616</b>	<b>2,887,616</b>	<b>2,887,616</b>
U Home Owners Exemptfi	8021	118,059	117,789	117,171	140,263	145,874	148,791	153,255
U Secured Tax Roll	8041	22,375,109	23,718,095	25,213,090	26,813,301	27,885,833	28,443,550	29,296,856
U Unsecured Tax Roll	8042	832,094	883,521	931,638	988,589	1,028,133	1,048,696	1,080,157
U Prior Years Taxes	8043	157,805	168,097	230,199	187,484	194,983	198,883	204,849
U Delinquent Taxes	8048	58,995	58,146	81,160	-	-	-	-
<b>Property Tax subtotal</b>		<b>23,542,061</b>	<b>24,945,648</b>	<b>26,573,258</b>	<b>28,129,637</b>	<b>29,254,823</b>	<b>29,839,919</b>	<b>30,735,117</b>
U Transfer-Funds 11&14	8091	(437,552)	(412,024)	(93,372)	(331,934)	(354,465)	(354,465)	(354,465)
U Transfers to Charter Sc	8096	(81,226)	(26,451)	(25,187)	(26,815)	(14,538)	(14,538)	(14,538)
<b>Total LCFF Sources</b>		<b>25,912,303</b>	<b>27,410,041</b>	<b>29,357,332</b>	<b>30,658,234</b>	<b>31,773,436</b>	<b>32,358,532</b>	<b>33,253,730</b>
percent change		4.0%	5.8%	7.1%	0.0%	3.6%	1.8%	2.8%
<b>Federal Sources:</b>	<b>8100</b>							
R Special Education-per l	8181	341,069	356,711	394,981	377,224	379,110	381,006	382,911
U Medical Adm Act (MAA	8290	16,518	150,579	88,000	50,000	50,000	50,000	50,000
R Title I	3010	128,253	162,825	134,604	127,123	128,394	129,678	130,975
R VEA	3550	21,511	21,112	18,410	21,246	27,312	27,585	27,861
R Drug Free Schools	3710	-	-	-	-	-	-	-
R Title II Teacher Quality	4035	53,221	33,429	33,102	32,514	32,839	33,167	33,499
R Title II Principal Trainin	4038	-	-	-	-	-	-	-
R Title III Immigrant Educ	4201	7,606	11,215	4,589	12,428	-	-	-
R Title III Limited English	4203	11,867	10,934	11,426	10,000	10,000	10,100	10,201
R Medi-Cal Billing	5640	34,358	48,778	34,860	31,218	31,530	31,845	32,164
<b>Total Federal Sources</b>		<b>614,403</b>	<b>795,584</b>	<b>719,971</b>	<b>661,753</b>	<b>659,185</b>	<b>663,381</b>	<b>667,610</b>
percent change		-6.1%	29.5%	-9.5%	0.2%	-0.4%	0.6%	0.6%
<b>State Sources:</b>	<b>8300</b>							
U EIA	8311	-	-	-	-	-	-	-
U Transportation	8311	-	-	-	-	-	-	-
U All other state	8590	-	5,841	4,384	-	-	-	-
U Mandated Costs/one tir	8550	445,293	293,305	436,319	79,086	79,086	79,086	79,086
R State Lottery - Restrict	8560	102,785	124,776	179,055	102,816	103,032	101,226	120,325
R STRS on Behalf	7690	1,093,580	1,239,530	1,424,650	1,969,605	1,969,605	1,969,605	1,969,605
U State Lottery - Unrestric	8560	310,578	324,015	367,948	291,312	291,924	288,398	288,398
U Fair Share Contribution	0000	-	-	-	-	-	-	-
U Arts and Music Block G	0760	-	-	-	-	-	-	-
R Prop 39 Energy Efficier	6230	111,244	105,886	-	-	-	-	-
R CTE Incentive Grant	6387	133,299	112,373	87,772	176,689	52,000	52,000	52,000
R CSE Prof Dev	7311	-	-	15,943	-	-	-	-
R Mental Health Sped	6512	81,163	38,671	68,313	38,671	38,671	38,671	38,671
R TUPE	6690	1,694	941	-	-	-	-	-
R CC/CRBG	7338	75,000	-	116,586	-	-	-	-
<b>Total State Sources</b>		<b>2,354,635</b>	<b>2,245,339</b>	<b>2,700,969</b>	<b>2,658,179</b>	<b>2,534,318</b>	<b>2,528,986</b>	<b>2,548,085</b>
percent change		-20.5%	-4.6%	20.3%	-0.1%	-4.7%	-0.2%	0.8%

		2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
		Actuals	Actuals	U. Actuals	Second Interim	Adopted Budget	Estimate	Estimate
<b>Revenues (continued)</b>								
<b>Local Sources:</b>	<b>8600</b>			-				
U Parcel Taxes	8621	1,004	165	878	-	-	-	-
U Sale of Equipment	8631	511	285	380	-	-	-	-
U Leases and Rentals	8650		-	2,000	-	-	-	-
R Interest - Restricted	8660		-	-	-	-	-	-
U Interest - Unrestricted	8660	97,178	112,287	149,700	99,946	99,946	99,946	99,946
U Gain or Loss on Investr	8662		-	-	-	-	-	-
U Transportation Fees	8675	15,438	16,574	15,363	15,000	15,000	15,000	15,000
R Interagency Fees betw	8677		-	-	-	-	-	-
U Other Fees and Contra	8689	16,989	-	-	-	-	-	-
R Other Local Revenue -	8699		214,106	359,662	586,743	382,889	382,889	382,889
U Local Rev (grants,dona	8699	291,791	565,930	314,525	96,187	-	-	-
U ACSA Stipend	7500	103,128	-	-	-	-	-	-
R Transfers-COE Sped	8792	1,086,196	674,580	879,333	882,893	882,893	882,893	882,893
U Proceeds from	8972		-	-	-	-	-	-
<b>Total Local Sources</b>		<b>1,612,235</b>	<b>1,583,927</b>	<b>1,721,841</b>	<b>1,680,769</b>	<b>1,380,728</b>	<b>1,380,728</b>	<b>1,380,728</b>
percent change		18.4%	-1.8%	8.7%	14.1%	-17.9%	0.0%	0.0%
<b>Total Revenues - Restricted</b>		<b>3,282,845</b>	<b>3,155,869</b>	<b>3,763,285</b>	<b>4,369,170</b>	<b>4,038,275</b>	<b>4,040,665</b>	<b>4,063,993</b>
<b>Total Revenues - Unrestricted</b>		<b>27,210,731</b>	<b>28,879,023</b>	<b>30,732,444</b>	<b>31,289,765</b>	<b>32,309,392</b>	<b>32,890,962</b>	<b>33,786,160</b>
<b>Total Revenues</b>		<b>30,493,576</b>	<b>32,034,891</b>	<b>34,495,729</b>	<b>35,658,935</b>	<b>36,347,667</b>	<b>36,931,627</b>	<b>37,850,153</b>
percent change		2.0%	5.1%	7.7%	0.5%	1.9%	1.6%	2.5%

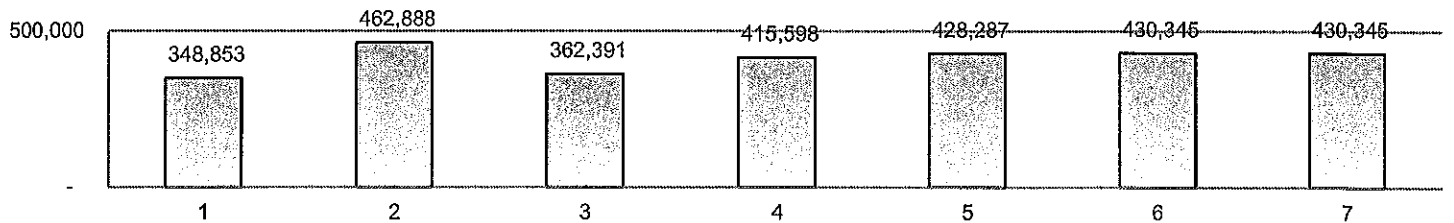
### General Fund Revenues



### Unrestricted Reserve Levels



### Transfers Out of General Fund



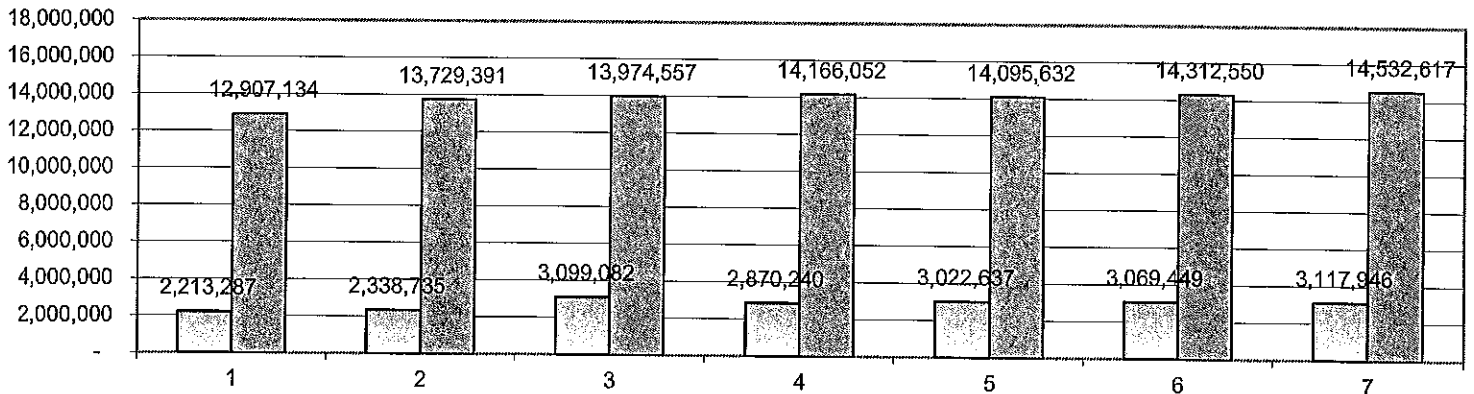


# Certificated Salaries - 1000

APPENDIX A

		2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
		Actuals	Actuals	U. Actuals	Second Interim	Adopted Budget	Estimate	Estimate
<b>Teacher Salaries</b>	1100							
Restricted		1,659,208	1,808,469	2,020,209	1,895,635	1,995,377	2,026,505	2,058,771
Unrestricted		10,079,516	10,783,748	11,210,632	11,137,073	11,254,144	11,429,709	11,608,012
<b>Total Teacher Salaries</b>		<b>11,738,725</b>	<b>12,592,216</b>	<b>13,230,841</b>	<b>13,032,708</b>	<b>13,249,521</b>	<b>13,456,214</b>	<b>13,666,783</b>
<b>Substitute Teachers</b>	1110							
Restricted		51,444	52,533	9,909	11,830	3,700	3,719	3,737
Unrestricted		217,733	225,122	255,266	327,529	278,898	280,292	281,694
<b>Total Substitute Teachers</b>		<b>269,177</b>	<b>277,655</b>	<b>265,175</b>	<b>339,359</b>	<b>282,598</b>	<b>284,011</b>	<b>285,431</b>
<b>Teachers Hourly</b>	1130							
Restricted		10,900	30,215	38,529	44,174	41,430	42,162	42,820
Unrestricted		77,522	76,918	67,335	138,017	100,903	102,447	104,045
<b>Total Teachers Hourly</b>		<b>88,422</b>	<b>107,134</b>	<b>105,864</b>	<b>182,191</b>	<b>142,333</b>	<b>144,609</b>	<b>146,865</b>
<b>Teachers Stipends</b>	1160							
Restricted		54,202	40,000	20,699	9,305	1,800	2,123	2,156
Unrestricted		110,472	100,302	101,955	166,630	88,442	89,995	91,399
<b>Total Teachers Stipends</b>		<b>164,674</b>	<b>140,302</b>	<b>122,654</b>	<b>175,935</b>	<b>90,242</b>	<b>92,118</b>	<b>93,555</b>
<b>Pupil Support</b>	1200							
Restricted		363,040	328,818	761,833	671,171	744,423	756,036	767,830
Unrestricted		840,939	870,537	660,178	711,314	738,484	750,004	761,704
<b>Total Pupil Support</b>		<b>1,203,979</b>	<b>1,199,356</b>	<b>1,422,011</b>	<b>1,382,485</b>	<b>1,482,907</b>	<b>1,506,040</b>	<b>1,529,535</b>
<b>Pupil Support Hrly &amp; sul</b>	1210/1230							
Restricted		-	-	112	-	-	-	-
Unrestricted		-	1,215	611	435	-	-	-
<b>Total Pupil Support Hourly</b>		<b>-</b>	<b>1,215</b>	<b>723</b>	<b>435</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Supervisors and Administration</b>								
Restricted	1300/1360	74,492	78,700	247,792	238,125	235,907	238,905	242,632
Unrestricted		1,580,951	1,653,596	1,525,292	1,568,779	1,519,391	1,542,856	1,566,686
<b>Total Supervisors and Administratic</b>		<b>1,655,443</b>	<b>1,732,296</b>	<b>1,773,084</b>	<b>1,806,904</b>	<b>1,755,298</b>	<b>1,781,760</b>	<b>1,809,318</b>
<b>Other Certificated</b>								
Restricted	1900	-	-	-	-	-	-	-
Unrestricted	1960	-	17,953	128,525	116,275	115,370	117,246	119,075
<b>Total Other Certificated</b>		<b>-</b>	<b>17,953</b>	<b>128,525</b>	<b>116,275</b>	<b>115,370</b>	<b>117,246</b>	<b>119,075</b>
<b>Total Restricted</b>		<b>2,213,287</b>	<b>2,338,735</b>	<b>3,099,082</b>	<b>2,870,240</b>	<b>3,022,637</b>	<b>3,069,449</b>	<b>3,117,946</b>
<b>Total Unrestricted</b>		<b>12,907,134</b>	<b>13,729,391</b>	<b>13,974,557</b>	<b>14,166,052</b>	<b>14,095,632</b>	<b>14,312,550</b>	<b>14,532,617</b>
<b>Total Certificated Salaries</b>		<b>15,120,421</b>	<b>16,068,126</b>	<b>17,073,639</b>	<b>17,036,292</b>	<b>17,118,269</b>	<b>17,381,999</b>	<b>17,650,563</b>
percent change		7.5%	6.3%	6.3%	0.0%	0.5%	1.5%	1.5%

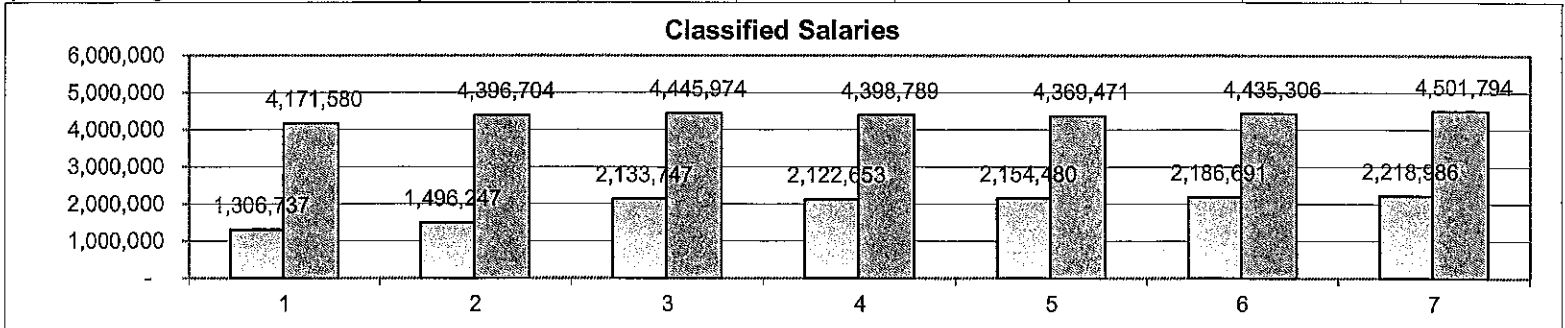
**Certificated Salaries**



# Classified Salaries - 2000

APPENDIX A

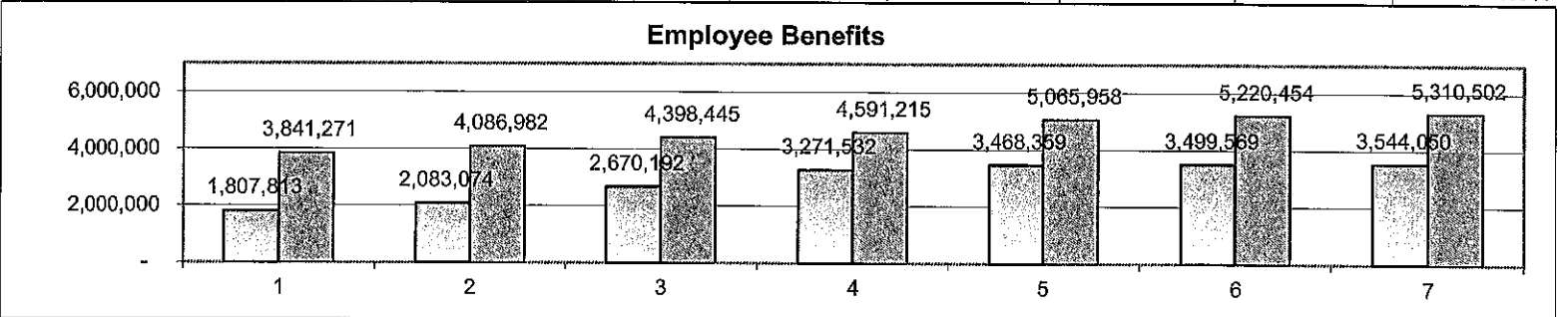
		2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
		Actuals	Actuals	U. Actuals	Second Interim	Adopted Budget	Estimate	Estimate
<b>Instructional Aides</b>	<b>2000</b>							
Restricted	2100	398,946	382,511	1,119,074	1,158,291	1,213,719	1,231,682	1,249,911
Unrestricted		672,718	672,743	694,218	588,199	594,941	603,746	612,682
<b>Total Instructional Aides</b>		<b>1,071,665</b>	<b>1,055,254</b>	<b>1,813,292</b>	<b>1,746,490</b>	<b>1,808,660</b>	<b>1,835,428</b>	<b>1,862,593</b>
<b>Instr. Aides Subs</b>	<b>2000</b>							
Restricted	2130	-	11,968	68,333	78,927	58,735	75,028	76,035
Unrestricted	2150/60	-	51,898	30,395	140,199	109,610	115,852	117,622
<b>Total Instructional Aides</b>		<b>-</b>	<b>63,866</b>	<b>98,728</b>	<b>219,126</b>	<b>168,345</b>	<b>190,880</b>	<b>193,657</b>
<b>Instr. Aides Hourly</b>	<b>2000</b>							
Restricted	2125/2140	-	30,867	61,582	-	-	629	638
Unrestricted		-	44,385	34,378	-	-	30,278	30,726
<b>Total Instructional Aides</b>		<b>-</b>	<b>75,251</b>	<b>95,961</b>	<b>-</b>	<b>-</b>	<b>30,906</b>	<b>31,364</b>
<b>Support Salaries</b>								
Restricted	2200	735,789	823,254	531,898	551,228	560,369	568,662	577,079
Unrestricted		1,272,583	1,320,953	1,217,329	1,284,924	1,326,993	1,346,632	1,366,563
<b>Total Support Salaries</b>		<b>2,008,372</b>	<b>2,144,206</b>	<b>1,749,227</b>	<b>1,836,152</b>	<b>1,887,362</b>	<b>1,915,295</b>	<b>1,943,641</b>
<b>Support Overtime</b>								
Restricted	2250	22,489	11,349	15,315	12,169	10,680	10,637	10,829
Unrestricted	2250/60	35,111	33,058	35,011	45,500	30,293	30,841	31,400
<b>Total Support Overtime</b>		<b>57,600</b>	<b>44,406</b>	<b>50,326</b>	<b>57,669</b>	<b>40,973</b>	<b>41,478</b>	<b>42,229</b>
<b>Supervisors &amp; Administrators</b>								
Restricted	2300	-	-	-	-	-	-	-
Unrestricted		510,983	510,343	518,432	508,287	514,825	522,908	531,117
<b>Total Supervisors &amp; Administrators</b>		<b>510,983</b>	<b>510,343</b>	<b>518,432</b>	<b>508,287</b>	<b>514,825</b>	<b>522,908</b>	<b>531,117</b>
<b>Board of Trustees</b>								
Restricted	2360	-	-	-	-	-	-	-
Unrestricted		24,440	7,680	12,005	19,280	9,360	9,360	9,360
<b>Total Board of Trustees</b>		<b>24,440</b>	<b>7,680</b>	<b>12,005</b>	<b>19,280</b>	<b>9,360</b>	<b>9,360</b>	<b>9,360</b>
<b>Clerical &amp; Office</b>								
Restricted	2400	-	-	45,709	51,686	54,275	55,078	55,893
Unrestricted		1,374,109	1,397,369	1,427,700	1,422,440	1,432,233	1,453,430	1,474,941
<b>Total Clerical &amp; Office</b>		<b>1,374,109</b>	<b>1,397,369</b>	<b>1,473,409</b>	<b>1,474,126</b>	<b>1,486,508</b>	<b>1,508,508</b>	<b>1,530,834</b>
<b>Clerical &amp; Office Hourly/Overtime</b>								
Restricted	2430	-	-	-	-	-	-	-
Unrestricted		9,917	27,085	33,677	5,832	7,350	7,350	7,350
<b>Total Clerical &amp; Office Hourly/OT</b>		<b>9,917</b>	<b>27,085</b>	<b>33,677</b>	<b>5,832</b>	<b>7,350</b>	<b>7,350</b>	<b>7,350</b>
<b>Other Classified Salaries</b>								
Restricted	2900	147,827	165,518	174,873	256,352	241,402	244,975	248,600
Unrestricted		234,605	150,876	162,055	317,128	309,866	314,909	320,034
<b>Total Other Classified Salaries</b>		<b>382,432</b>	<b>316,394</b>	<b>336,928</b>	<b>573,480</b>	<b>551,268</b>	<b>559,883</b>	<b>568,635</b>
<b>Total Restricted</b>		<b>1,306,737</b>	<b>1,496,247</b>	<b>2,133,747</b>	<b>2,122,653</b>	<b>2,154,480</b>	<b>2,186,691</b>	<b>2,218,986</b>
<b>Total Unrestricted</b>		<b>4,171,580</b>	<b>4,396,704</b>	<b>4,445,974</b>	<b>4,398,789</b>	<b>4,369,471</b>	<b>4,435,306</b>	<b>4,501,794</b>
<b>Total Classified Salaries</b>		<b>5,478,317</b>	<b>5,892,951</b>	<b>6,579,721</b>	<b>6,521,442</b>	<b>6,523,951</b>	<b>6,621,997</b>	<b>6,720,780</b>
percent change		8.3%	7.6%	11.7%	0.4%	0.0%	1.5%	1.5%



# Employee Benefits - 3000

APPENDIX A

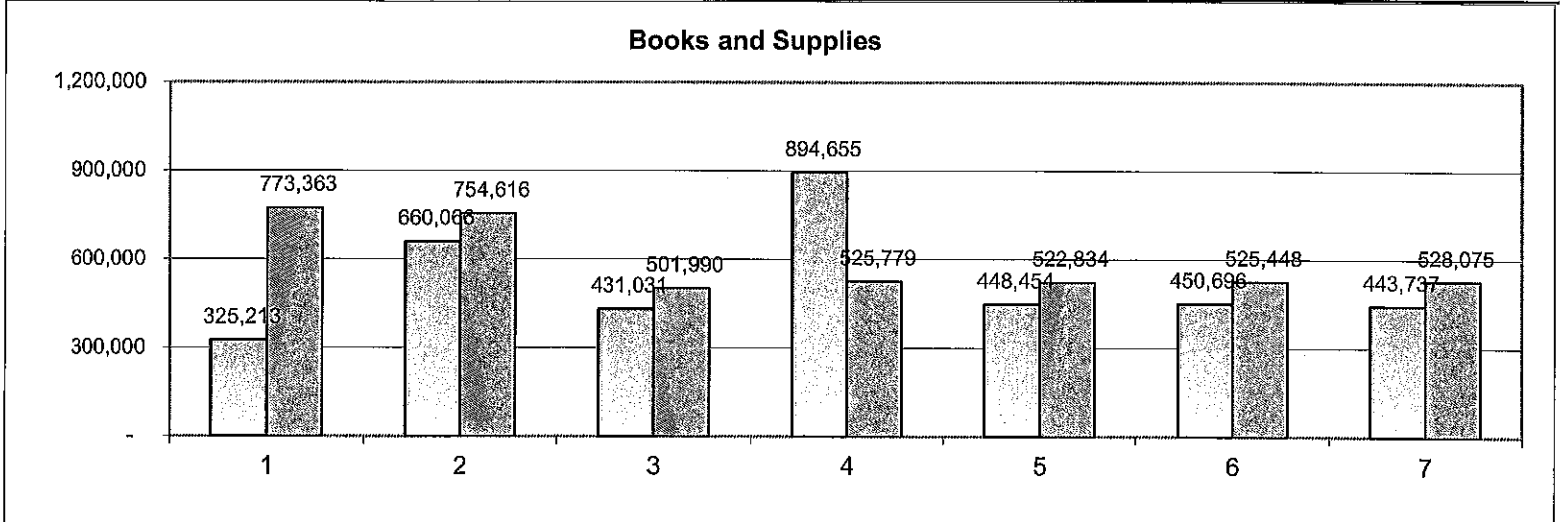
		2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
		Actuals	Actuals	U. Actuals	Second Interim	Adopted Bdgt.	Estimate	Estimate
<b>STRS</b>								
Restricted	3100	1,370,050	1,576,279	1,918,435	2,056,281	2,110,976	2,113,452	2,119,160
Unrestricted		1,591,654	1,926,417	2,197,310	2,338,633	2,518,014	2,578,575	2,604,100
<b>Total STRS</b>		<b>2,961,704</b>	<b>3,502,696</b>	<b>4,115,746</b>	<b>4,394,914</b>	<b>4,628,990</b>	<b>4,692,027</b>	<b>4,723,259</b>
Employee - STRS		10.25%	10.25%	10.25%	10.25%	10.25%	10.25%	10.25%
Employer - STRS		12.58%	14.43%	16.28%	17.10%	18.40%	18.10%	18.10%
<b>PERS</b>								
Restricted	3200	165,453	204,461	340,979	805,135	896,491	906,624	938,161
Unrestricted		507,825	605,932	703,687	801,187	963,996	1,009,036	1,053,305
<b>Total PERS</b>		<b>673,279</b>	<b>810,393</b>	<b>1,044,666</b>	<b>1,606,322</b>	<b>1,860,487</b>	<b>1,915,660</b>	<b>1,991,465</b>
Employee - PERS		7.00%	7.00%	7.00%	7.00%	7.00%	7.00%	7.00%
Employer - PERS		13.900%	15.531%	18.062%	19.721%	22.680%	24.600%	25.300%
<b>Social Security - Medicare</b>								
Restricted	3300	121,960	139,446	194,996	186,724	197,111	211,789	214,963
Unrestricted		443,737	480,451	500,867	484,318	521,055	546,833	555,110
<b>Total Social Security - Medicare</b>		<b>565,697</b>	<b>619,897</b>	<b>695,863</b>	<b>671,042</b>	<b>718,166</b>	<b>758,622</b>	<b>770,073</b>
Employee - FICA		4.20%	4.20%	6.20%	6.20%	6.20%	6.20%	6.20%
Employer - FICA		6.20%	6.20%	6.20%	6.20%	6.20%	6.20%	6.20%
Employer/Employee - Medicare		1.45%	1.45%	1.45%	1.45%	1.45%	1.45%	1.45%
<b>Health and Welfare</b>								
Restricted	3400	90,890	92,098	124,078	139,479	136,639	138,725	140,857
Unrestricted		1,003,054	731,095	517,429	359,527	330,477	335,538	340,666
<b>Total Health and Welfare</b>		<b>1,093,944</b>	<b>823,193</b>	<b>641,507</b>	<b>499,006</b>	<b>467,116</b>	<b>474,262</b>	<b>481,523</b>
<b>SUI</b>								
Restricted	3500	1,755	1,909	2,598	2,655	2,650	2,628	2,668
Unrestricted		9,036	9,043	9,206	13,886	9,234	9,374	9,517
<b>Total SUI</b>		<b>10,791</b>	<b>10,952</b>	<b>11,803</b>	<b>16,541</b>	<b>11,884</b>	<b>12,002</b>	<b>12,186</b>
Employee - SUI		0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Employer - SUI		1.10%	0.05%	0.05%	0.05%	0.05%	0.05%	0.05%
<b>Workers Comp</b>								
Restricted	3600	56,052	67,094	85,807	77,901	121,137	122,994	124,884
Unrestricted		271,660	318,743	304,688	291,265	428,110	438,700	445,405
<b>Total Workers Comp</b>		<b>327,712</b>	<b>385,837</b>	<b>390,496</b>	<b>369,166</b>	<b>549,247</b>	<b>561,694</b>	<b>570,289</b>
Experience Mod Rate		0.935	1.942	1.650	1.580	2.340	2.340	2.340
<b>Other Benefits</b>								
Restricted	3900	1,652	1,787	3,300	3,357	3,355	3,357	3,357
Unrestricted		14,305	15,301	12,930	302,399	295,072	302,399	302,399
<b>Total Workers Comp</b>		<b>15,957</b>	<b>17,088</b>	<b>16,230</b>	<b>305,756</b>	<b>298,427</b>	<b>305,756</b>	<b>305,756</b>
<b>Total Restricted</b>		<b>1,807,813</b>	<b>2,083,074</b>	<b>2,670,192</b>	<b>3,271,532</b>	<b>3,468,359</b>	<b>3,499,569</b>	<b>3,544,050</b>
<b>Total Unrestricted</b>		<b>3,841,271</b>	<b>4,086,982</b>	<b>4,398,445</b>	<b>4,591,215</b>	<b>5,065,958</b>	<b>5,220,454</b>	<b>5,310,502</b>
<b>Total Employee Benefits</b>		<b>5,649,084</b>	<b>6,170,056</b>	<b>7,068,637</b>	<b>7,862,747</b>	<b>8,534,317</b>	<b>8,720,022</b>	<b>8,854,552</b>
percent change		13.1%	9.2%	14.6%	0.0%	8.5%	2.2%	1.5%



# Books and Supplies - 4000

APPENDIX A

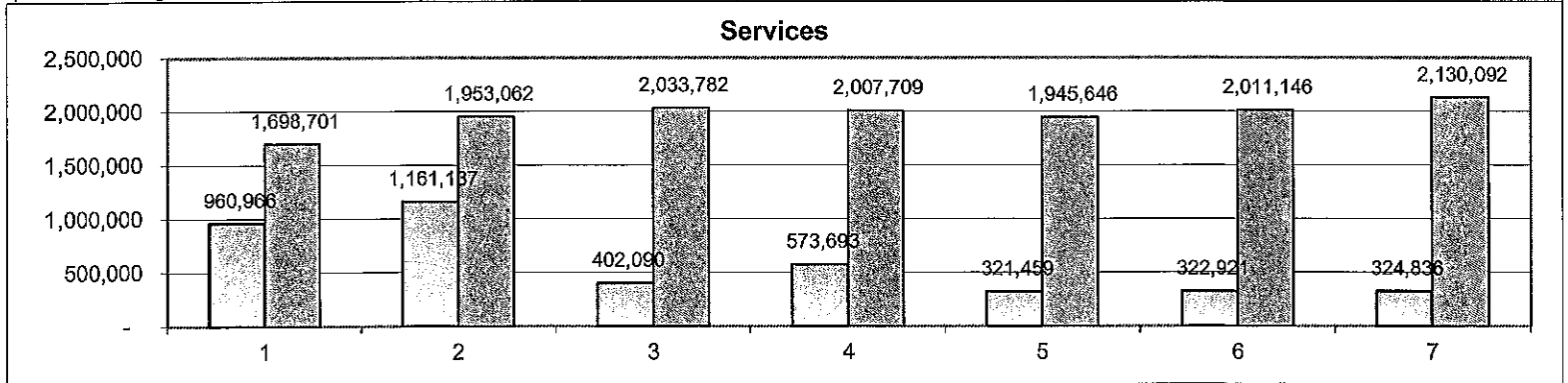
		2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
		Actuals	Actuals	U. Actuals	Second Interim	Adopted Budget	Estimate	Estimate
<b>Books and Supplies</b>								
Restricted	4100	118,666	124,776	138,687	104,139	103,032	103,547	104,065
Unrestricted		125,897	80,679	-	44,007	73,409	73,776	74,145
<b>Total Books and Supplies</b>		<b>244,562</b>	<b>205,455</b>	<b>138,687</b>	<b>148,146</b>	<b>176,441</b>	<b>177,323</b>	<b>178,210</b>
<b>Books and Reference Materials</b>								
Restricted	4200		-		51,153	-	-	-
Unrestricted		25,693	31,798	31,276	20,065	16,465	16,547	16,630
<b>Total Books and Reference Material</b>		<b>25,693</b>	<b>31,798</b>	<b>31,276</b>	<b>71,218</b>	<b>16,465</b>	<b>16,547</b>	<b>16,630</b>
<b>Materials and Supplies</b>								
Restricted	4300	206,548	535,290	281,425	696,670	339,235	340,931	333,423
Unrestricted		607,615	632,702	461,095	453,007	432,960	435,125	437,300
<b>Total Materials and Supplies</b>		<b>814,162</b>	<b>1,167,991</b>	<b>742,520</b>	<b>1,149,677</b>	<b>772,195</b>	<b>776,056</b>	<b>770,723</b>
<b>Noncapitalized Equipment</b>								
Restricted	4400		-	10,919	42,693	6,187	6,218	6,249
Unrestricted		14,159	9,437	9,618	8,700	-	-	-
<b>Total Noncapitalized Equipment</b>		<b>14,159</b>	<b>9,437</b>	<b>20,538</b>	<b>51,393</b>	<b>6,187</b>	<b>6,218</b>	<b>6,249</b>
<b>Total Restricted</b>		<b>325,213</b>	<b>660,066</b>	<b>431,031</b>	<b>894,655</b>	<b>448,454</b>	<b>450,696</b>	<b>443,737</b>
<b>Total Unrestricted</b>		<b>773,363</b>	<b>754,616</b>	<b>501,990</b>	<b>525,779</b>	<b>522,834</b>	<b>525,448</b>	<b>528,075</b>
<b>Total Books and Supplies</b>		<b>1,098,576</b>	<b>1,414,682</b>	<b>933,021</b>	<b>1,420,434</b>	<b>971,288</b>	<b>976,144</b>	<b>971,812</b>
percent change		3.7%	28.8%	-34.0%	-0.2%	-31.6%	0.5%	-0.4%



# Services and Other - 5000

APPENDIX A

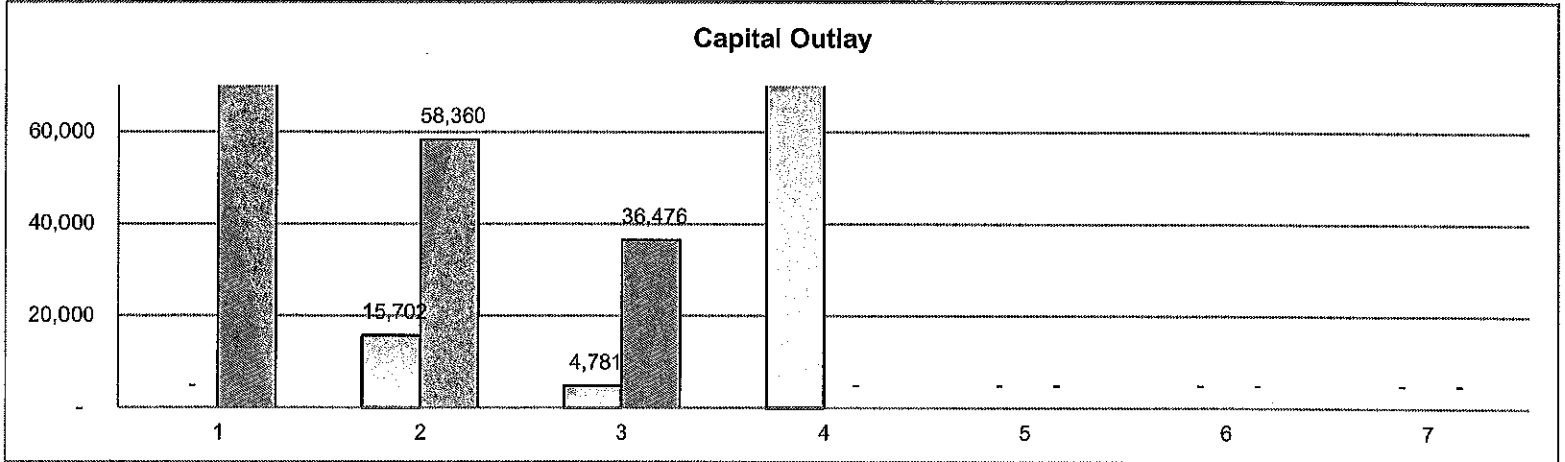
		2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
		Actuals	Actuals	U. Actuals	Second Interim	Adopted Bdgt.	Estimate	Estimate
<b>Travel and Conferences</b>								
Restricted	5200	30,749	41,234	20,375	87,857	19,350	19,447	19,544
Unrestricted		63,819	48,892	65,614	73,425	60,002	60,302	60,604
<b>Total Travel and Conferences</b>		<b>94,568</b>	<b>90,127</b>	<b>85,989</b>	<b>161,282</b>	<b>79,352</b>	<b>79,749</b>	<b>80,148</b>
<b>Dues and Memberships</b>								
Restricted	5300		-		-	-	-	-
Unrestricted		36,793	16,478	32,131	39,744	47,907	48,147	48,387
<b>Total Dues and Memberships</b>		<b>36,793</b>	<b>16,478</b>	<b>32,131</b>	<b>39,744</b>	<b>47,907</b>	<b>48,147</b>	<b>48,387</b>
<b>Insurance</b>								
Restricted	5450		-		-	-	-	-
Unrestricted		197,508	204,617	223,750	250,803	280,899	300,562	321,601
<b>Total Insurance</b>		<b>197,508</b>	<b>204,617</b>	<b>223,750</b>	<b>250,803</b>	<b>280,899</b>	<b>300,562</b>	<b>321,601</b>
<b>Utilities</b>								
Restricted	5500		-		-	-	-	-
Unrestricted		712,695	753,588	757,707	831,769	814,324	855,040	897,792
<b>Total Utilities</b>		<b>712,695</b>	<b>753,588</b>	<b>757,707</b>	<b>831,769</b>	<b>814,324</b>	<b>855,040</b>	<b>897,792</b>
<b>Rentals, Leases &amp; Repairs</b>								
Restricted	5600	80,151	93,217	59,178	134,616	57,523	58,098	58,679
Unrestricted		100,245	107,568	112,812	130,103	111,943	113,062	114,193
<b>Total Rental Leases &amp; Repairs</b>		<b>180,396</b>	<b>200,785</b>	<b>171,990</b>	<b>264,719</b>	<b>169,466</b>	<b>171,161</b>	<b>172,872</b>
<b>Direct Costs</b>								
Restricted	5710		-		-	-	-	-
Unrestricted		-	-	-	-	-	-	-
<b>Total Direct Costs</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Professional/Consulting Services</b>								
Restricted	5800	849,286	1,025,126	321,455	346,256	242,274	243,485	244,703
Unrestricted		529,362	763,782	788,475	605,604	568,777	571,621	624,479
<b>Total Professional/Consulting Servi</b>		<b>1,378,648</b>	<b>1,788,908</b>	<b>1,109,930</b>	<b>951,860</b>	<b>811,051</b>	<b>815,106</b>	<b>869,182</b>
<b>Communications</b>								
Restricted	5900	780	780	1,073	3,744	1,872	1,891	1,910
Unrestricted		45,073	44,967	41,649	61,855	49,444	49,938	50,438
<b>Total Communications</b>		<b>45,853</b>	<b>45,747</b>	<b>42,722</b>	<b>65,599</b>	<b>51,316</b>	<b>51,829</b>	<b>52,347</b>
<b>Postage</b>								
Restricted	5930		780	10	1,220	440	-	-
Unrestricted		13,207	13,170	11,644	14,406	12,350	12,474	12,598
<b>Total Postage</b>		<b>13,207</b>	<b>13,950</b>	<b>11,654</b>	<b>15,626</b>	<b>12,790</b>	<b>12,474</b>	<b>12,598</b>
<b>Total Restricted</b>		<b>960,966</b>	<b>1,161,137</b>	<b>402,090</b>	<b>573,693</b>	<b>321,459</b>	<b>322,921</b>	<b>324,836</b>
<b>Total Unrestricted</b>		<b>1,698,701</b>	<b>1,953,062</b>	<b>2,033,782</b>	<b>2,007,709</b>	<b>1,945,646</b>	<b>2,011,146</b>	<b>2,130,092</b>
<b>Total Services and Other</b>		<b>2,659,667</b>	<b>3,114,199</b>	<b>2,435,873</b>	<b>2,581,402</b>	<b>2,267,105</b>	<b>2,334,067</b>	<b>2,454,928</b>
percent change		13.0%	17.1%	-21.8%	12.4%	-12.2%	3.0%	5.2%



# Capital Outlay - 6000

APPENDIX A

		2016-17 Actuals	2017-18 Actuals	2018-19 U. Actuals	2019-20 Second Interim	2020-21 Adopted Bdgt.	2021-22 Estimate	2022-23 Estimate
<b>Capital Outlay</b>	<b>6400</b>							
Restricted			15,702	4,781	83,000	-	-	-
Unrestricted		165,635	45,831	36,476	-	-	-	-
<b>Total Capital Outlay</b>		<b>165,635</b>	<b>61,533</b>	<b>41,256</b>	<b>83,000</b>	-	-	-
<b>Other Capital</b>	<b>6500</b>							
Restricted			-		-	-	-	-
Unrestricted		12,529	12,529		-	-	-	-
<b>Total Other Capital</b>		<b>12,529</b>	<b>12,529</b>	-	-	-	-	-
<b>Total Restricted</b>		-	<b>15,702</b>	<b>4,781</b>	<b>83,000</b>	-	-	-
<b>Total Unrestricted</b>		<b>178,164</b>	<b>58,360</b>	<b>36,476</b>	-	-	-	-
<b>Total Capital Outlay</b>		<b>178,164</b>	<b>74,062</b>	<b>41,256</b>	<b>83,000</b>	-	-	-
percent change		213.4%	-58.4%	-44.3%	-2.4%	(1)	#DIV/0!	#DIV/0!

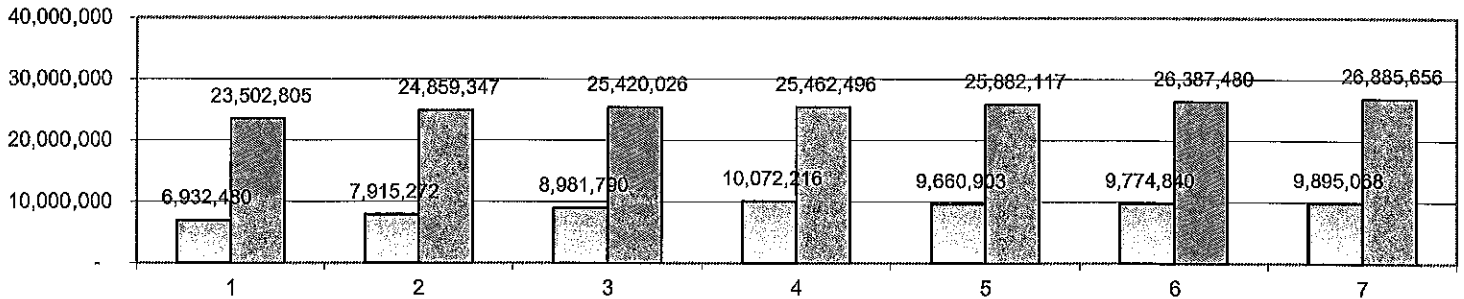


# Other Outgo - 7000

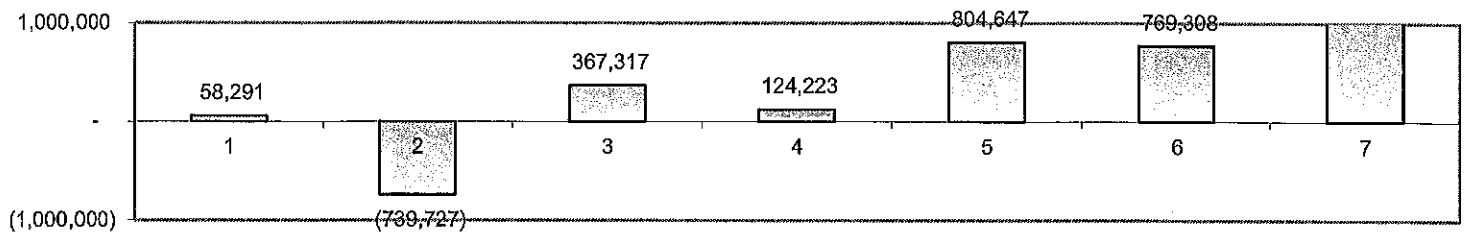
APPENDIX A

		2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
		Actuals	Actuals	U. Actuals	Second Interim	Adopted Budget	Estimate	Estimate
<b>State Special Schools</b>								
Restricted	7130		-		-	-	-	-
Unrestricted			-		-	-	-	-
<b>Total</b>		-	-	-	-	-	-	-
<b>Other Tuition</b>								
Restricted	7142	206,587	55,064	135,190	124,617	114,063	114,063	114,063
Unrestricted		11,971	7,151		16,476	16,746	16,746	16,746
<b>Total</b>		<b>218,558</b>	<b>62,215</b>	<b>135,190</b>	<b>141,093</b>	<b>130,809</b>	<b>130,809</b>	<b>130,809</b>
<b>Indirect Costs</b>								
Restricted	7310	111,876	105,247	105,676	131,826	131,451	131,451	131,451
Unrestricted		(111,876)	(105,247)	(105,676)	(131,826)	(131,452)	(131,452)	(131,452)
<b>Total</b>		-	-	-	-	(1)	(1)	(1)
<b>Indirect Costs</b>								
Restricted	7350		-		-	-	-	-
Unrestricted		(21,672)	(21,672)	(134,540)	(121,540)	(76,540)	(76,540)	(76,540)
<b>Total</b>		<b>(21,672)</b>	<b>(21,672)</b>	<b>(134,540)</b>	<b>(121,540)</b>	<b>(76,540)</b>	<b>(76,540)</b>	<b>(76,540)</b>
<b>Debt Service - Interest</b>								
Restricted	7439		-		-	-	-	-
Unrestricted		54,170	-		-	-	-	-
<b>Total</b>		<b>54,170</b>	-	-	-	-	-	-
<b>Debt Service - Principal</b>								
Restricted	7600		-		-	-	-	-
Unrestricted			-	269,019	9,842	73,822	73,822	73,822
<b>Total</b>		-	-	<b>269,019</b>	<b>9,842</b>	<b>73,822</b>	<b>73,822</b>	<b>73,822</b>
<b>Total Restricted</b>		<b>318,463</b>	<b>160,311</b>	<b>240,866</b>	<b>256,443</b>	<b>245,514</b>	<b>245,514</b>	<b>245,514</b>
<b>Total Unrestricted</b>		<b>(67,407)</b>	<b>(119,768)</b>	<b>28,803</b>	<b>(227,048)</b>	<b>(117,424)</b>	<b>(117,424)</b>	<b>(117,424)</b>
<b>Total Other Outgo</b>		<b>251,056</b>	<b>40,543</b>	<b>269,669</b>	<b>29,395</b>	<b>128,090</b>	<b>128,090</b>	<b>128,090</b>
<b>TOTAL EXPENDITURES</b>		<b>30,435,285</b>	<b>32,774,619</b>	<b>34,401,815</b>	<b>35,534,712</b>	<b>35,543,020</b>	<b>36,162,320</b>	<b>36,780,725</b>

**Total General Fund Expenditures**



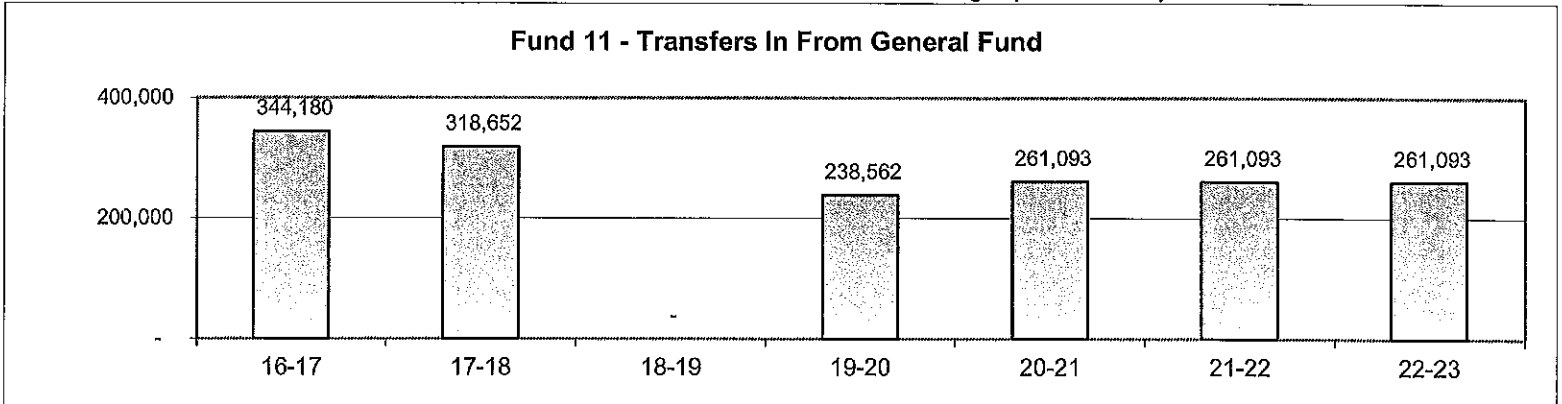
**Surplus (Deficit) Spending**



## Fund 11 - Adult Education Fund

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actuals	Actuals	U. Actuals	Second Interim	Adopted Budget	Estimate	Estimate
<b>Beginning Fund Balance</b>	<b>774,914</b>	<b>1,693,433</b>	<b>2,336,590</b>	<b>2,005,884</b>	<b>1,175,917</b>	<b>805,084</b>	<b>428,353</b>
<b>Revenues:</b>							
Revenue Limit Sources 8000	344,180	318,652	-	238,562	261,093	261,093	261,093
Federal Revenue 8200	34,558	25,722	35,628	62,640	62,640	62,650	62,650
Other State Revenue 8091/8590	1,354,433	1,883,967	1,387,498	1,483,859	1,499,640	1,499,640	1,499,640
Other Local Revenue 8600	546,770	520,314	632,818	300,228	145,000	145,000	145,000
<b>Total Revenues</b>	<b>2,279,942</b>	<b>2,748,654</b>	<b>2,055,943</b>	<b>2,085,289</b>	<b>1,968,373</b>	<b>1,968,383</b>	<b>1,968,383</b>
<b>Expenditures:</b>							
Certificated Salaries 1000	597,180	585,395	599,032	756,675	751,537	763,336	775,321
Classified Salaries 2000	351,803	377,762	642,999	1,027,365	922,250	935,992	949,938
Employee Benefits 3000	209,514	234,137	328,805	432,854	492,201	524,568	531,141
Books and Supplies 4000	165,189	170,778	259,354	311,955	77,403	77,403	77,403
Services & Other Operz 5000	37,736	204,408	86,482	208,167	43,815	43,815	43,815
Capital Outlay 6000		533,017	453,868	455,764	-		
Other Outgo 7100							
Indirect Costs 7350			110,000	97,000	52,000		
<b>Total Expenditures</b>	<b>1,361,423</b>	<b>2,105,497</b>	<b>2,480,540</b>	<b>3,289,780</b>	<b>2,339,206</b>	<b>2,345,114</b>	<b>2,377,617</b>
<b>Surplus (Deficit)</b>	<b>918,518</b>	<b>643,157</b>	<b>(424,597)</b>	<b>(1,204,491)</b>	<b>(370,833)</b>	<b>(376,731)</b>	<b>(409,234)</b>
Transfers In - Fund 1 8900			93,891				
<b>Ending Fund Balance</b>	<b>1,693,433</b>	<b>2,336,590</b>	<b>2,005,884</b>	<b>801,393</b>	<b>805,084</b>	<b>428,353</b>	<b>19,119</b>
<b>Components of Ending Fund Balance:</b>							
a) Nonspendable - Revolv 9711							
b) Restricted - Donations 9740	1,188,902	1,688,778	996,295	9,921	-	-	-
c) Committed 9750							
d) Assigned 9780	504,531	647,812	1,009,589	791,472	805,084	428,353	19,119
e) Unassigned/Unapprpr 9790							
<b>Ending Fund Balance</b>	<b>1,693,433</b>	<b>2,336,590</b>	<b>2,005,884</b>	<b>801,393</b>	<b>805,084</b>	<b>428,353</b>	<b>19,119</b>

Fund 11 accounts for all the transactions related to the District's Adult Education program. The state has changed the way Adult Ed posts the apportionments, making it difficult to compare across years. Prior to 2008-09, Adult Ed received their apportionment directly from the state. In 2009-10, it became a Transfer-In from the General Fund. Then, in 2011-12, it was not transferred in, but posted from the General Fund into their Other State Revenue line item. In 2015-16, funding is posted directly to Fund 11.

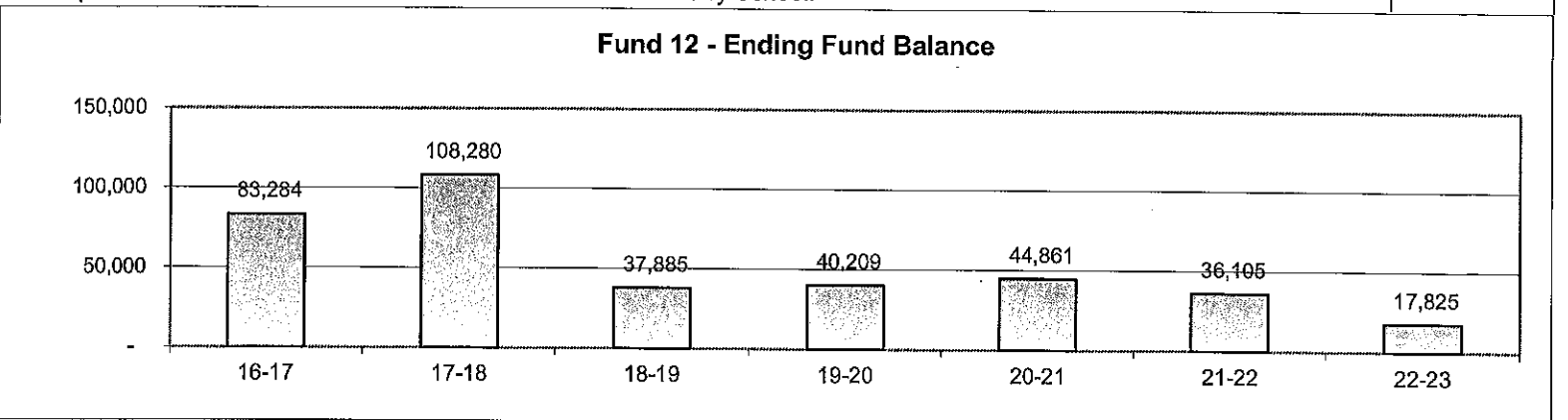




## Fund 12 - Child Development Fund

		2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
		Actuals	Actuals	U. Actuals	Second Interim	Adopted Budget	Estimate	Estimate
<b>Beginning Fund Balance</b>		63,531	83,284	108,280	37,885	39,861	44,861	36,105
<b>Revenues:</b>								
Revenue Limit Sources	8000							
Federal Revenue	8100							
State Revenue (Presch	8500	99,383	91,248	124,217	128,311	128,313	128,300	128,300
Local Revenue (BASRF	8600	418,184	419,342	353,160	408,000	408,000	408,000	408,000
<b>Total Revenues</b>		<b>517,567</b>	<b>510,590</b>	<b>477,377</b>	<b>536,311</b>	<b>536,313</b>	<b>536,300</b>	<b>536,300</b>
<b>Expenditures:</b>								
Certificated Salaries	1000	57,887	59,570	65,542	64,163	61,637	62,605	63,588
Classified Salaries	2000	263,017	279,529	319,384	296,491	291,569	295,913	301,388
Employee Benefits	3000	93,776	99,603	121,028	128,540	140,422	148,858	151,855
Books and Supplies	4000	6,667	11,798	9,136	9,383	9,400	9,340	9,360
Services & Other Oper:	5000	50,293	13,422	3,505	10,870	3,745	3,800	3,850
Capital Outlay	6000	4,503	-	4,637			-	-
Other Outgo	7100							
Indirect Costs	7300	21,672	21,672	24,540	24,540	24,540	24,540	24,540
<b>Total Expenditures</b>		<b>497,814</b>	<b>485,594</b>	<b>547,773</b>	<b>533,987</b>	<b>531,313</b>	<b>545,056</b>	<b>554,581</b>
<b>Surplus (Deficit)</b>		<b>19,753</b>	<b>24,997</b>	<b>(70,395)</b>	<b>2,324</b>	<b>5,000</b>	<b>(8,756)</b>	<b>(18,281)</b>
<b>Transfers In from Fund I</b>	8900							
<b>Ending Fund Balance</b>		<b>83,284</b>	<b>108,280</b>	<b>37,885</b>	<b>40,209</b>	<b>44,861</b>	<b>36,105</b>	<b>17,825</b>
<b>Components of Ending Fund Balance:</b>								
a) Nonspendable - Revolv	9711							
b) Restricted	9740							
c) Committed	9750							
d) Assigned	9780	83,284	108,280	37,885	40,209	44,861	36,105	17,825
e) Unassigned-Res for Ec	9789							
Unassigned/Unappropri	9790							
<b>Ending Fund Balance</b>		<b>83,284</b>	<b>108,280</b>	<b>37,885</b>	<b>40,209</b>	<b>44,861</b>	<b>36,105</b>	<b>17,825</b>

Fund 12 accounts for all the transactions related to the State Preschool program and the Before and After School Recreation Program (BASRP). In 2011-12, fees were raised which allowed the Fund to operate at a surplus. In 2013-14, Fund 12 paid for a new portable classroom to be located at Forest Grove Elementary School.

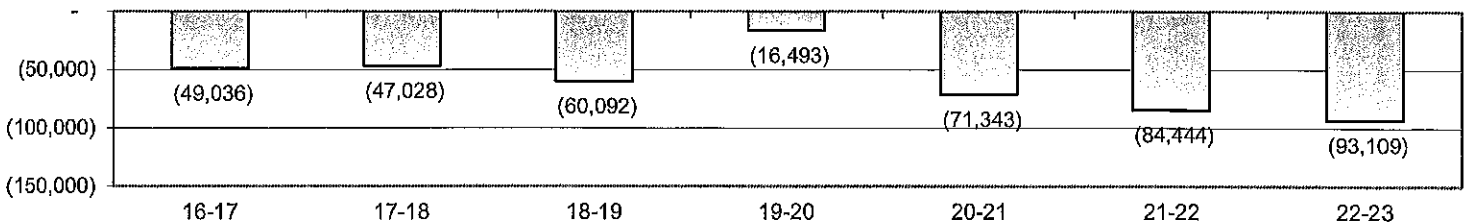


### Fund 13 - Cafeteria Fund

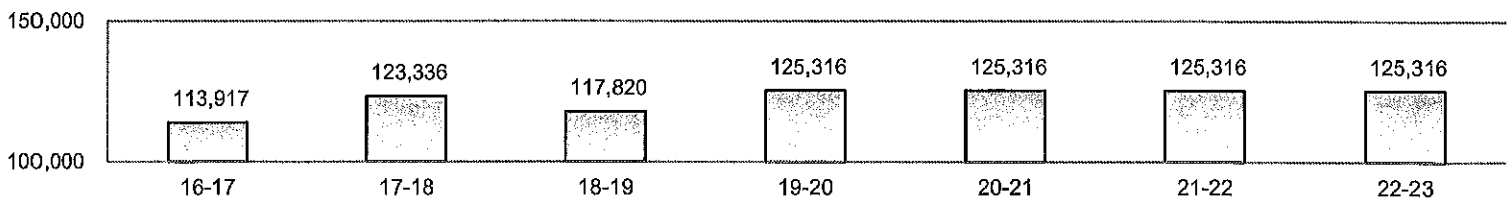
	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actuals	Actuals	U. Actuals	Second Interim	Adopted Budget	Estimate	Estimate
<b>Beginning Fund Balance</b>	<b>8,680</b>	<b>9,929</b>	<b>13,765</b>	<b>11,778</b>	<b>11,929</b>	<b>14,408</b>	<b>3,786</b>
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8200	180,311	182,258	178,292	180,000	180,000	180,000	180,000
Other State Revenue 8500	12,680	16,862	12,282	11,600	11,600	11,600	11,600
Other Local Revenue 8600	393,762	415,716	429,035	463,689	435,000	435,000	435,000
<b>Total Revenues</b>	<b>586,753</b>	<b>614,836</b>	<b>619,608</b>	<b>655,289</b>	<b>626,600</b>	<b>626,600</b>	<b>626,600</b>
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000	270,631	290,475	301,683	281,976	286,419	291,718	297,115
Employee Benefits 3000	60,640	71,608	81,293	85,042	96,034	103,826	107,094
Supplies 4000	295,336	287,011	282,802	286,651	296,500	296,500	296,500
Services 5000	9,182	12,770	13,921	18,113	18,990	19,000	19,000
Capital Outlay 6000							
Other Outgo 7100							
<b>Total Expenditures</b>	<b>635,789</b>	<b>661,863</b>	<b>679,700</b>	<b>671,782</b>	<b>697,943</b>	<b>711,044</b>	<b>719,709</b>
<b>Surplus (Deficit)</b>	<b>(49,036)</b>	<b>(47,028)</b>	<b>(60,092)</b>	<b>(16,493)</b>	<b>(71,343)</b>	<b>(84,444)</b>	<b>(93,109)</b>
Transfers In - General Fi 8900	50,285	50,864	58,105	9,842	73,822	73,822	73,822
<b>Ending Fund Balance</b>	<b>9,929</b>	<b>13,766</b>	<b>11,778</b>	<b>5,127</b>	<b>14,408</b>	<b>3,786</b>	<b>(15,500)</b>

<b>Components of Ending Fund Balance:</b>							
a) Nonspendable - Stores 9711	9,929	8,645	11,226				
b) Restricted 9740		4,568	-	4,576	13,705	3,786	(15,500)
c) Committed							
d) Assigned - cash in drawer		552	552	552	703		
e) Unassigned/Unappropri 9790							
<b>Ending Fund Balance</b>	<b>9,929</b>	<b>13,765</b>	<b>11,778</b>	<b>5,128</b>	<b>14,408</b>	<b>3,786</b>	<b>(15,500)</b>

**Fund 13 - Surplus (Deficit)**



**Meals Served**

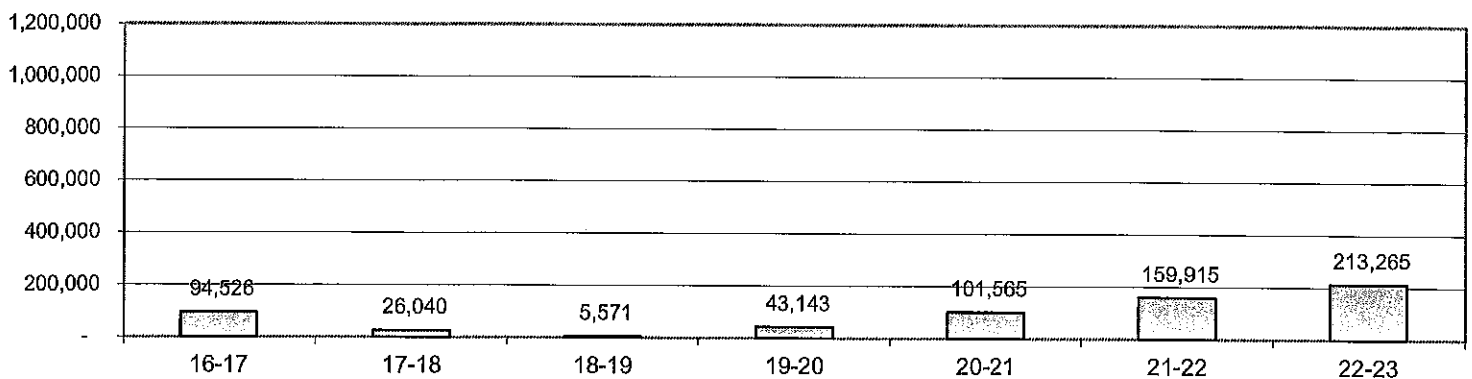


## Fund 14 - Deferred Maintenance Fund

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actuals	Actuals	U. Actuals	Second Interim	Adopted Budget	Estimate	Estimate
<b>Beginning Fund Balance</b>	<b>380,180</b>	<b>94,526</b>	<b>26,040</b>	<b>5,571</b>	<b>43,143</b>	<b>101,565</b>	<b>159,915</b>
<b>Revenues:</b>							
Revenue Limit Sources 8000			93,372	93,372	93,372	93,300	93,300
Federal Revenue 8100							
Other State Revenue 8590	93,372	93,372				-	-
Other Local Revenue 8660	2,948	402	(272)	1,000	50	50	50
<b>Total Revenues</b>	<b>96,320</b>	<b>93,774</b>	<b>93,100</b>	<b>94,372</b>	<b>93,422</b>	<b>93,350</b>	<b>93,350</b>
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4300	31,640	6,572				-	-
Services 5800	350,335	155,688	113,569	56,800	35,000	35,000	40,000
Capital Outlay 6000							
Other Outgo 7100							
Indirect Costs 7300							
<b>Total Expenditures</b>	<b>381,975</b>	<b>162,260</b>	<b>113,569</b>	<b>56,800</b>	<b>35,000</b>	<b>35,000</b>	<b>40,000</b>
<b>Surplus (Deficit)</b>	<b>(285,655)</b>	<b>(68,486)</b>	<b>(20,469)</b>	<b>37,572</b>	<b>58,422</b>	<b>58,350</b>	<b>53,350</b>
<b>Transfers In (Out) - to G 8900</b>							
<b>Ending Fund Balance</b>	<b>94,526</b>	<b>26,040</b>	<b>5,571</b>	<b>43,143</b>	<b>101,565</b>	<b>159,915</b>	<b>213,265</b>

<b>Components of Ending Fund Balance:</b>							
a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned 9780	94,526	26,040	5,571	43,143	101,565	159,915	213,265
e) Unassigned-Reserve fc 9789							
Unassigned/Unappropr 9790							
<b>Ending Fund Balance</b>	<b>94,526</b>	<b>26,040</b>	<b>5,571</b>	<b>43,143</b>	<b>101,565</b>	<b>159,915</b>	<b>213,265</b>

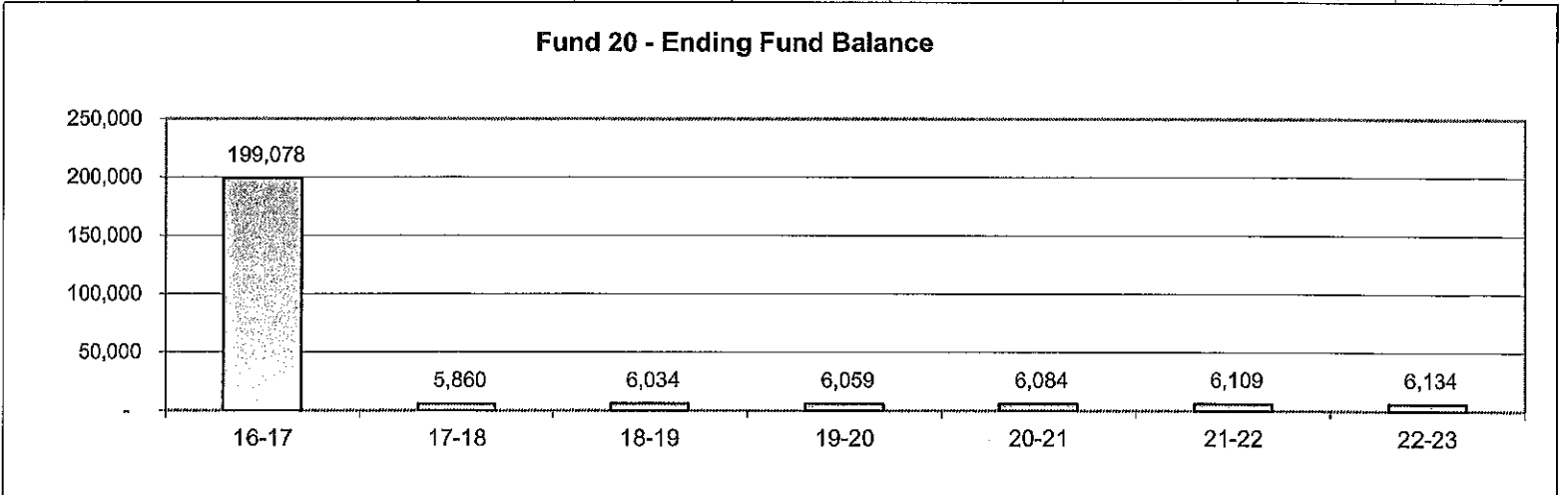
**Fund 14 - Ending Fund Balance**



## Fund 20 - Postemployment Benefits Fund

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actuals	Actuals	U. Actuals	Second Interim	Adopted Budget	Estimate	Estimate
<b>Beginning Fund Balance</b>	177,493	199,078	5,860	6,034	6,059	6,084	6,109
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8300							
Other Local Revenue 8600	2,160	1,782	174	25	25	25	25
<b>Total Revenues</b>	<b>2,160</b>	<b>1,782</b>	<b>174</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4000							
Services 5000							
Capital Outlay 6000							
Other Outgo 7100							
Indirect Costs 7300							
<b>Total Expenditures</b>	-	-	-	-	-	-	-
<b>Surplus (Deficit)</b>	<b>2,160</b>	<b>1,782</b>	<b>174</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b>Transfers In (Out) - from 8900</b>	19,426	(195,000)					
<b>Ending Fund Balance</b>	<b>199,078</b>	<b>5,860</b>	<b>6,034</b>	<b>6,059</b>	<b>6,084</b>	<b>6,109</b>	<b>6,134</b>

<b>Components of Ending Fund Balance:</b>							
a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned - Medigap 9780	199,078	5,860	6,034	6,059	6,084	6,109	6,134
e) Unassigned-Reserve fc 9789							
Unassigned/Unappropri 9790							
<b>Ending Fund Balance</b>	<b>199,078</b>	<b>5,860</b>	<b>6,034</b>	<b>6,059</b>	<b>6,084</b>	<b>6,109</b>	<b>6,134</b>

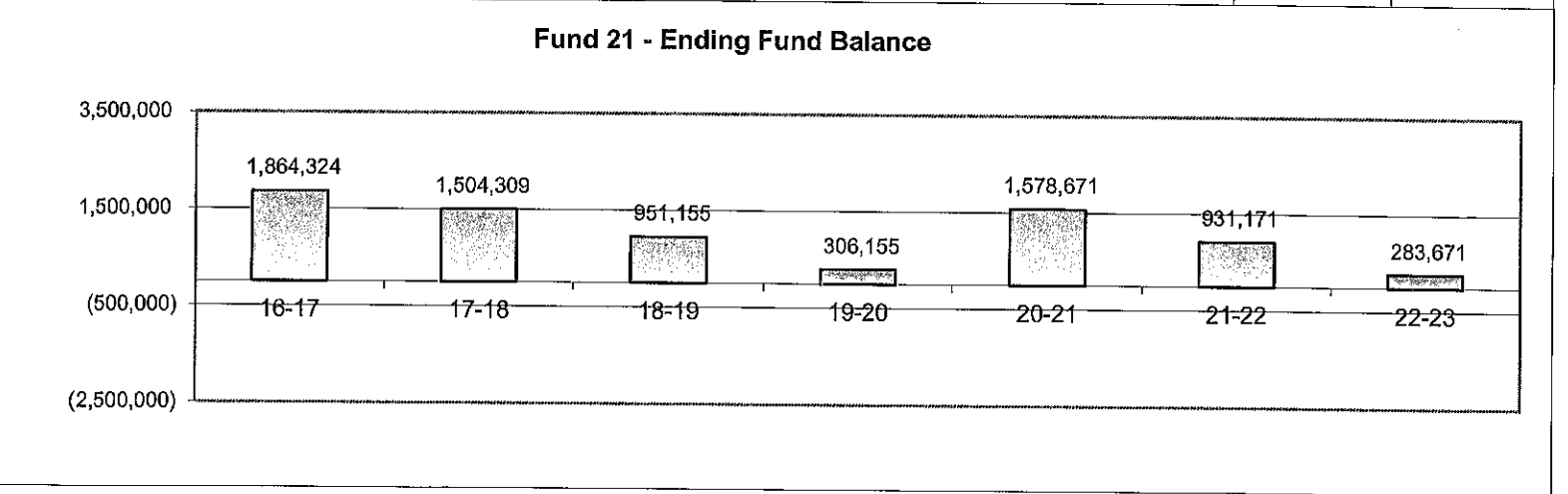


## Fund 21 - Building Fund (Education Technology)

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actuals	Actuals	U. Actuals	Second Interim	Adopted Budget	Estimate	Estimate
<b>Beginning Fund Balance</b>	<b>542,106</b>	<b>1,864,324</b>	<b>1,504,309</b>	<b>951,155</b>	<b>2,116,171</b>	<b>1,578,671</b>	<b>931,171</b>
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8300							
Other Local Revenue 8600	2,076,395	22,929	28,524	5,000	2,500	2,500	2,500
<b>Total Revenues</b>	<b>2,076,395</b>	<b>22,929</b>	<b>28,524</b>	<b>5,000</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4000	161,231	254,111	383,315	394,600	100,000	100,000	100,000
Services 5000	134,492	128,833	177,836	155,400	340,000	450,000	450,000
Capital Outlay 6000	458,454	-	20,527	100,000	100,000	100,000	100,000
Other Outgo 7100							
Indirect Costs 7300							
<b>Total Expenditures</b>	<b>754,177</b>	<b>382,944</b>	<b>581,677</b>	<b>650,000</b>	<b>540,000</b>	<b>650,000</b>	<b>650,000</b>
<b>Surplus (Deficit)</b>	<b>1,322,218</b>	<b>(360,015)</b>	<b>(553,154)</b>	<b>(645,000)</b>	<b>(537,500)</b>	<b>(647,500)</b>	<b>(647,500)</b>
<b>Transfers In (Out) 8900</b>							
<b>Ending Fund Balance</b>	<b>1,864,324</b>	<b>1,504,309</b>	<b>951,155</b>	<b>306,155</b>	<b>1,578,671</b>	<b>931,171</b>	<b>283,671</b>

<b>Components of Ending Fund Balance:</b>							
a) Nonspendable - Revolv 9711							
b) Restricted 9740		1,493,530	912,112	267,113	1,539,627		
c) Committed 9750							
d) Assigned 9780	1,864,324	10,779	39,044	39,042	39,044	931,171	283,671
e) Unassigned-Reserve fc 9789							
Unassigned/Unappropri 9790							
<b>Ending Fund Balance</b>	<b>1,864,324</b>	<b>1,504,309</b>	<b>951,155</b>	<b>306,155</b>	<b>1,578,671</b>	<b>931,171</b>	<b>283,671</b>

Fund 21 accounts for the revenues and expenditures associated with Measure A and Measure D Bonds.

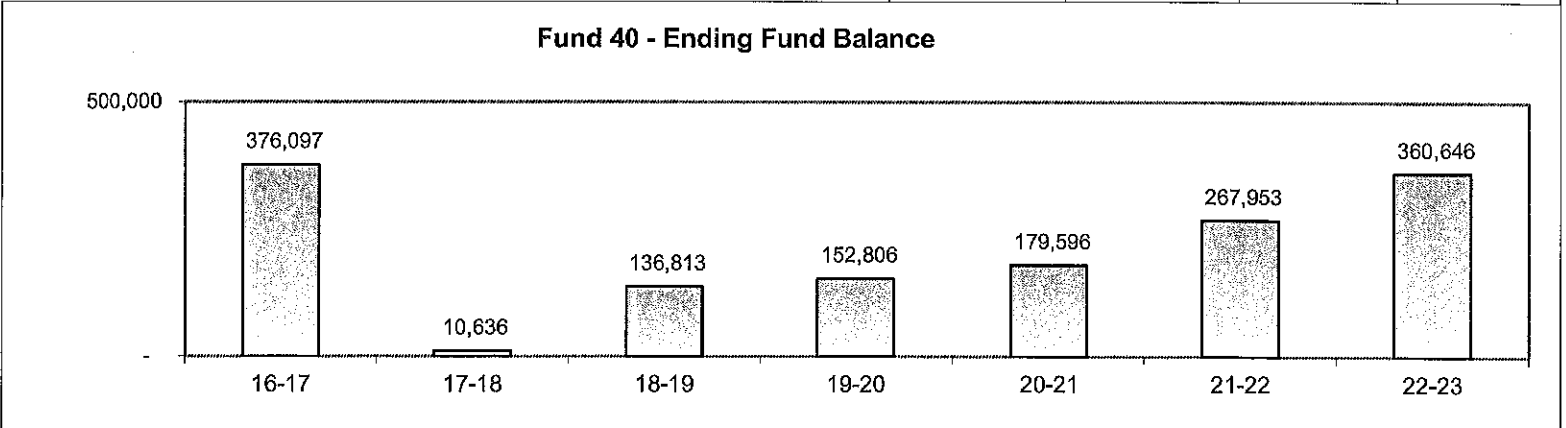


## Fund 40 - Capital Outlay Projects Fund

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
	Actuals	Actuals	U. Actuals	Second Interim	Adopted Budget	Estimate	Estimate
<b>Beginning Fund Balance</b>	<b>571,955</b>	<b>376,097</b>	<b>10,636</b>	<b>136,813</b>	<b>88,739</b>	<b>179,596</b>	<b>267,953</b>
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8300							
Other Local Revenue 8600	285,922	904,725	663,611	225,893	227,893	227,893	234,730
<b>Total Revenues</b>	<b>285,922</b>	<b>904,725</b>	<b>663,611</b>	<b>225,893</b>	<b>227,893</b>	<b>227,893</b>	<b>234,730</b>
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4000	124,197	107,904					
Services 5000	91,094	781,825	449,936	80,000	20,000	22,500	25,000
Capital Outlay - Equiprn 6000	237,355	374,818	3,882				
Other Outgo 7100		200,640	200,640	129,900	117,036	117,036	117,036
Indirect Costs 7300	29,135	-					
<b>Total Expenditures</b>	<b>481,781</b>	<b>1,465,187</b>	<b>654,458</b>	<b>209,900</b>	<b>137,036</b>	<b>139,536</b>	<b>142,036</b>
<b>Surplus (Deficit)</b>	<b>(195,858)</b>	<b>(560,462)</b>	<b>9,154</b>	<b>15,993</b>	<b>90,857</b>	<b>88,357</b>	<b>92,694</b>
<b>Transfers In (Out)</b> 8900		195,000	117,024				
<b>Ending Fund Balance</b>	<b>376,097</b>	<b>10,636</b>	<b>136,813</b>	<b>152,806</b>	<b>179,596</b>	<b>267,953</b>	<b>360,646</b>

<b>Components of Ending Fund Balance:</b>							
a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned 9780	376,097	10,636	136,813	152,806	179,596	267,953	360,646
e) Unassigned/Unappropr 9790							
<b>Ending Fund Balance</b>	<b>376,097</b>	<b>10,636</b>	<b>136,813</b>	<b>152,806</b>	<b>179,596</b>	<b>267,953</b>	<b>360,646</b>

Fund 40 includes revenues collected from David Avenue leases, expenditures authorized by the Board, and prior to 18-19 maintenance department expenses in excess of the program 6220 allocation. The Board approved \$500,000 to help with the cost of construction of the High School swimming pool. In 2017-18, Fund 40 was used to fund the construction of three portable classrooms at Robert Down, and two portable classrooms at Forest Grove.



CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Enrollment has not been overestimated by more than the standard for the prior fiscal year, or two or more of the previous three fiscal years.		X
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio is consistent with historical ratios for the budget and two subsequent fiscal years.		X
4	Local Control Funding Formula (LCFF) Revenue	Projected change in LCFF revenue is within the standard for the budget and two subsequent fiscal years.		X
5	Salaries and Benefits	Projected ratios of total unrestricted salaries and benefits to total unrestricted general fund expenditures are consistent with historical ratios for the budget and two subsequent fiscal years.	X	
6a	Other Revenues	Projected operating revenues (e.g., federal, other state, and other local) are within the standard for the budget and two subsequent fiscal years.	X	
6b	Other Expenditures	Projected operating expenditures (e.g., books and supplies, and services and other operating) are within the standard for the budget and two subsequent fiscal years.		X
7	Ongoing and Major Maintenance Account	If applicable, required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account) is included in the budget.		X
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard for two or more of the last three fiscal years.	X	
9	Fund Balance	Unrestricted general fund beginning balance has not been overestimated by more than the standard for two or more of the last three fiscal years.	X	
10	Reserves	Projected available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the budget and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Are there known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures in excess of one percent of the total general fund expenditures that are funded with one-time resources?	X	
S3	Using Ongoing Revenues to Fund One-time Expenditures	Are there large non-recurring general fund expenditures that are funded with ongoing general fund revenues?	X	
S4	Contingent Revenues	Are any projected revenues for the budget or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed by more than the standard for the budget or two subsequent fiscal years?		X

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		<ul style="list-style-type: none"> <li>If yes, have annual payments for the budget or two subsequent fiscal years increased over prior year's (2019-20) annual payment?</li> </ul>	X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?		X
		<ul style="list-style-type: none"> <li>If yes, are they lifetime benefits?</li> </ul>	X	
		<ul style="list-style-type: none"> <li>If yes, do benefits continue beyond age 65?</li> <li>If yes, are benefits funded by pay-as-you-go?</li> </ul>	X	
S7b	Other Self-insurance Benefits	Does the district provide other self-insurance benefits (e.g., workers' compensation)?	X	
S8	Status of Labor Agreements	Are salary and benefit negotiations still open for:		
		<ul style="list-style-type: none"> <li>Certificated? (Section S8A, Line 1)</li> </ul>		X
		<ul style="list-style-type: none"> <li>Classified? (Section S8B, Line 1)</li> <li>Management/supervisor/confidential? (Section S8C, Line 1)</li> </ul>		X
S9	Local Control and Accountability Plan (LCAP)	<ul style="list-style-type: none"> <li>Did or will the school district's governing board adopt an LCAP or an update to the LCAP effective for the budget year?</li> <li>Adoption date of the LCAP or an update to the LCAP:</li> </ul>		X
				December
S10	LCAP Expenditures	Does the school district's budget include the expenditures necessary to implement the LCAP or annual update to the LCAP as described in the Local Control and Accountability Plan and Annual Update Template?	X	

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the district will end the budget year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?	X	
A3	Declining Enrollment	Is enrollment decreasing in both the prior fiscal year and budget year?		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 fiscal year or budget year?	X	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the budget or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	



<b>ADDITIONAL FISCAL INDICATORS (continued)</b>			<b>No</b>	<b>Yes</b>
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	

Pacific Grove Unified  
Monterey County

July 1 Budget  
2020-21 Budget  
Workers' Compensation Certification

27 66134 0000000  
Form CC

ANNUAL CERTIFICATION REGARDING SELF-INSURED WORKERS' COMPENSATION CLAIMS

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

To the County Superintendent of Schools:

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

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

(  ) This school district is self-insured for workers' compensation claims through a JPA, and offers the following information:

\_\_\_\_\_

\_\_\_\_\_

(  ) This school district is not self-insured for workers' compensation claims.

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

Date of Meeting: Jun 04, 2020

For additional information on this certification, please contact:

Name: Nancy Bernahl

Title: Fiscal Officer

Telephone: 831-646-6516

E-mail: nbernahl@pgusd.org

G = General Ledger Data; S = Supplemental Data

Form	Description	Data Supplied For:	
		2019-20 Estimated Actuals	2020-21 Budget
✓ 01	General Fund/County School Service Fund	GS	GS
08	Student Activity Special Revenue Fund		
09	Charter Schools Special Revenue Fund		
10	Special Education Pass-Through Fund		
✓ 11	Adult Education Fund	G	G
✓ 12	Child Development Fund	G	G
13	Cafeteria Special Revenue Fund	G	G
✓ 14	Deferred Maintenance Fund	G	G
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund for Other Than Capital Outlay Projects		
18	School Bus Emissions Reduction Fund		
19	Foundation Special Revenue Fund		
✓ 20	Special Reserve Fund for Postemployment Benefits	G	G
✓ 21	Building Fund	G	G
25	Capital Facilities Fund		
30	State School Building Lease-Purchase Fund		
35	County School Facilities Fund		
✓ 40	Special Reserve Fund for Capital Outlay Projects	G	G
49	Capital Project Fund for Blended Component Units		
✓ 51	Bond Interest and Redemption Fund	G	G
52	Debt Service Fund for Blended Component Units		
53	Tax Override Fund		
56	Debt Service Fund		
57	Foundation Permanent Fund		
61	Cafeteria Enterprise Fund		
62	Charter Schools Enterprise Fund		
63	Other Enterprise Fund		
66	Warehouse Revolving Fund		
67	Self-Insurance Fund		
71	Retiree Benefit Fund		
73	Foundation Private-Purpose Trust Fund		
76	Warrant/Pass-Through Fund		
95	Student Body Fund		
✓ A	Average Daily Attendance		
ASSET	Schedule of Capital Assets		
CASH	Cashflow Worksheet		
✓ CB	Budget Certification		
✓ CC	Workers' Compensation Certification		
✓ CEA	Current Expense Formula/Minimum Classroom Comp. - Actuals	G	
✓ CEB	Current Expense Formula/Minimum Classroom Comp. - Budget		G
CHG	Change Order Form		
DEBT	Schedule of Long-Term Liabilities		
✓ ESMOE	Every Student Succeeds Act Maintenance of Effort	G	
✓ ICR	Indirect Cost Rate Worksheet	G	
✓ L	Lottery Report	G	
✓ MYP	Multiyear Projections - General Fund		G

G = General Ledger Data; S = Supplemental Data

Form	Description	Data Supplied For:	
		2019-20 Estimated Actuals	2020-21 Budget
SEA	Special Education Revenue Allocations		
SEAS	Special Education Revenue Allocations Setup (SELPA Selection)		
✓ SIAA	Summary of Interfund Activities - Actuals	G	
✓ SIAB	Summary of Interfund Activities - Budget		G
✓ 01CS	Criteria and Standards Review	G	G

July 1 Budget  
General Fund  
Unrestricted and Restricted  
Expenditures by Object

27 66134 0000  
Form

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>A. REVENUES</b>									
1) LCOFF Sources		8010-8099	30,671,913.00	0.00	30,671,913.00	31,773,436.00	0.00	31,773,436.00	3.6%
2) Federal Revenue		8100-8299	50,000.00	617,050.98	667,050.98	50,000.00	609,185.00	659,185.00	-1.2%
3) Other State Revenue		8300-8599	370,398.00	2,267,781.00	2,638,179.00	371,010.00	2,163,308.00	2,534,318.00	-4.7%
4) Other Local Revenue		8600-8799	215,288.00	1,527,350.41	1,742,638.41	114,948.00	1,265,782.00	1,380,729.00	-20.8%
5) TOTAL REVENUES			31,307,599.00	4,432,182.39	35,739,781.39	32,309,392.00	4,038,275.00	36,347,667.00	1.7%
<b>B. EXPENDITURES</b>									
1) Certificated Salaries		1000-1999	14,118,810.00	2,870,240.00	16,989,050.00	14,095,632.00	3,022,637.00	17,118,269.00	0.8%
2) Classified Salaries		2000-2999	4,378,893.89	2,124,072.36	6,502,966.25	4,369,471.00	2,154,480.00	6,523,951.00	0.3%
3) Employee Benefits		3000-3999	4,590,117.00	3,271,532.00	7,861,649.00	5,065,958.00	3,468,359.00	8,534,317.00	8.6%
4) Books and Supplies		4000-4999	543,012.31	920,978.89	1,463,991.20	522,834.00	448,454.00	971,288.00	-33.7%
5) Services and Other Operating Expenditures		5000-5999	2,025,736.69	581,418.59	2,607,155.28	1,945,646.00	321,459.00	2,267,105.00	-13.0%
6) Capital Outlay		6000-6999	0.00	114,121.57	114,121.57	0.00	0.00	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299	16,476.00	124,817.00	141,093.00	18,746.00	114,063.00	130,809.00	-7.3%
8) Other Outgo - Transfers of Indirect Costs		7400-7499	(231,366.00)	131,826.00	(99,540.00)	(207,992.00)	131,451.00	(76,541.00)	-23.1%
9) TOTAL EXPENDITURES		7300-7399	25,441,679.89	10,138,806.41	35,580,486.30	25,808,295.00	9,650,903.00	35,459,198.00	-0.3%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>									
			5,865,919.11	(5,706,624.02)	159,295.09	6,501,097.00	(5,622,628.00)	878,469.00	451.5%
<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	0.00	0.0%
b) Transfers Out		7600-7629	16,642.69	0.00	16,642.69	73,822.00	0.00	73,822.00	343.6%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	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	0.00	0.0%
3) Contributions		8960-8999	(5,292,325.02)	5,292,325.02	0.00	(5,602,329.00)	5,602,329.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(5,308,967.71)	5,292,325.02	(18,642.69)	(5,676,151.00)	5,602,329.00	(73,822.00)	343.6%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			556,951.40	(414,299.00)	142,652.40	624,946.00	(20,299.00)	604,647.00	464.1%
<b>F. FUND BALANCE, RESERVES</b>									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	4,169,419.00	526,950.00	4,696,369.00	4,458,131.40	380,892.00	4,839,023.40	3.0%
b) Audit Adjustments		9793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			4,169,419.00	526,950.00	4,696,369.00	4,458,131.40	380,892.00	4,839,023.40	3.0%
d) Other Restatements		9795	(268,239.00)	268,241.00	2.00	0.00	0.00	0.00	-100.0%
e) Adjusted Beginning Balance (F1c + F1d)			3,901,180.00	795,191.00	4,696,371.00	4,458,131.40	380,892.00	4,839,023.40	3.0%
2) Ending Balance, June 30 (E + F1e)			4,458,131.40	380,892.00	4,839,023.40	5,283,077.40	360,593.00	5,643,670.40	16.6%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	5,000.00	0.00	5,000.00	5,000.00	0.00	5,000.00	0.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Items		9713	850.00	0.00	850.00	0.00	0.00	0.00	-100.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted									
		9740	0.00	380,892.00	380,892.00	0.00	360,593.00	360,593.00	-5.3%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments									
Property Tax Reserve	0000	9780	3,386,240.40	0.00	3,386,240.40	4,211,786.40	0.00	4,211,786.40	24.4%
Basic Aid Reserve	0000	9780				146,274.00		146,274.00	
Sick Leave Incentive Reserve	0000	9780				3,483,388.40		3,483,388.40	
Deferred Maintenance Reserve	0000	9780				70,000.00		70,000.00	
STRS/PERS Reserve	0000	9780				393,094.00		393,094.00	
Basic Aid Reserve	1100	9780				118,211.00		118,211.00	
Basic Aid Reserve	1400	9780				525.00		525.00	
Property Tax Reserve	0000	9780	140,648.00		140,648.00	294.00		294.00	
Basic Aid Reserve	0000	9780	2,522,955.40		2,522,955.40				
Sick Leave Incentive Reserve	0000	9780	70,000.00		70,000.00				
Deferred Maintenance Reserve	0000	9780	416,042.00		416,042.00				
STRS/PERS Reserve	0000	9780	235,577.00		235,577.00				
Basic Aid Reserve	1100	9780	20.00		20.00				
Basic Aid Reserve	1400	9780	998.00		998.00				
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9769	1,066,041.00	0.00	1,066,041.00	1,066,291.00	0.00	1,066,291.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>G. ASSETS</b>									
1) Cash									
a) In County Treasury		9110	13,203,195.02	(4,566,335.93)	8,636,859.09				
1) Fair Value Adjustment to Cash In County Treasury		9111	0.00	0.00	0.00				
b) In Banks		9120	0.00	0.00	0.00				
c) In Revolving Cash Account		9130	5,000.00	0.00	5,000.00				
d) with Fiscal Agent/Trustee		9135	6,095,945.56	0.00	6,095,945.56				
e) Collections Awaiting Deposit		9140	0.00	0.00	0.00				
2) Investments		9150	0.00	0.00	0.00				
3) Accounts Receivable		9200	0.00	0.00	0.00				
4) Due from Grantor Government		9290	0.00	0.00	0.00				
5) Due from Other Funds		9310	0.00	0.00	0.00				
6) Stores		9320	0.00	0.00	0.00				
7) Prepaid Expenditures		9330	850.00	0.00	850.00				
8) Other Current Assets		9340	0.00	0.00	0.00				
9) TOTAL, ASSETS			19,304,980.58	(4,566,335.93)	14,738,654.65				
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>									
1) Deferred Outflows of Resources		9490	0.00	0.00	0.00				
2) TOTAL, DEFERRED OUTFLOWS			0.00	0.00	0.00				
<b>I. LIABILITIES</b>									
1) Accounts Payable		9500	2,676,049.16	0.00	2,676,049.16				
2) Due to Grantor Governments		9590	0.00	0.00	0.00				
3) Due to Other Funds		9610	0.00	0.00	0.00				
4) Current Loans		9640	6,027,541.00	0.00	6,027,541.00				
5) Unearned Revenue		9650	0.00	0.00	0.00				
6) TOTAL, LIABILITIES			8,703,590.16	0.00	8,703,590.16				
<b>J. DEFERRED INFLOWS OF RESOURCES</b>									
1) Deferred Inflows of Resources		9690	0.00	0.00	0.00				
2) TOTAL, DEFERRED INFLOWS			0.00	0.00	0.00				
<b>K. FUND EQUITY</b>									
Ending Fund Balance, June 30 (G9 + H2) - (I8 + J2)			10,601,400.42	(4,566,335.93)	6,035,064.49				

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>LCFF SOURCES</b>									
Principal Apportionment State Aid - Current Year		8011	2,505,456.00	0.00	2,505,456.00	2,505,456.00	0.00	2,505,456.00	0.0%
Education Protection Account State Aid - Current Year		8012	382,712.00	0.00	382,712.00	382,160.00	0.00	382,160.00	-0.1%
State Aid - Prior Years		8018	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions Homeowners' Exemptions		8021	140,283.00	0.00	140,283.00	145,874.00	0.00	145,874.00	4.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8028	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes Secured Roll Taxes		8041	26,813,301.00	0.00	26,813,301.00	27,885,833.00	0.00	27,885,833.00	4.0%
Unsecured Roll Taxes		8042	988,589.00	0.00	988,589.00	1,028,133.00	0.00	1,028,133.00	4.0%
Prior Years' Taxes		8043	187,484.00	0.00	187,484.00	194,983.00	0.00	194,983.00	4.0%
Supplemental Taxes		8044	0.00	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	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1982)		8047	0.00	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	0.00	0.0%
Miscellaneous Funds (EC 41604) Royalties and Bonuses		8081	0.00	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	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal, LCFF Sources</b>			<b>31,017,805.00</b>	<b>0.00</b>	<b>31,017,805.00</b>	<b>32,142,439.00</b>	<b>0.00</b>	<b>32,142,439.00</b>	<b>3.6%</b>
<b>LCFF Transfers</b>									
Unrestricted LCFF Transfers - Current Year	0000	8091	(331,934.00)		(331,934.00)	(354,465.00)		(354,465.00)	6.8%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools In Lieu of Property Taxes		8096	(13,958.00)	0.00	(13,958.00)	(14,538.00)	0.00	(14,538.00)	4.2%
Property Taxes Transfers		8097	0.00	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	0.00	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>30,671,913.00</b>	<b>0.00</b>	<b>30,671,913.00</b>	<b>31,773,436.00</b>	<b>0.00</b>	<b>31,773,436.00</b>	<b>3.6%</b>
<b>FEDERAL REVENUE</b>									
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	382,521.98	382,521.98	0.00	379,110.00	379,110.00	-0.9%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	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	0.00	0.0%
Flood Control Funds		8270	0.00	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	0.00	0.0%
FEMA		8281	0.00	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	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290		127,123.00	127,123.00		128,394.00	128,394.00	1.0%
Title I, Part D, Local Delinquent Programs	3025	8290		0.00	0.00		0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290		32,514.00	32,514.00		32,839.00	32,839.00	1.0%
Title III, Part A, Immigrant Student Program	4201	8290		0.00	0.00		0.00	0.00	0.0%



Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Title III, Part A, English Learner Program	4203	8290		12,428.00	12,428.00		0.00	0.00	-100.0%
Public Charter Schools Grant Program (PCSGF)	4610	8290		0.00	0.00		0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3182, 3185, 4037, 4050, 4123, 4124, 4126, 4127, 4128, 5510, 5830	8290		10,000.00	10,000.00		10,000.00	10,000.00	0.0%
Career and Technical Education	3500-3599	8290		21,246.00	21,246.00		27,312.00	27,312.00	28.6%
All Other Federal Revenue	All Other	8290	50,000.00	31,218.00	81,218.00	50,000.00	31,530.00	81,530.00	0.4%
<b>TOTAL, FEDERAL REVENUE</b>			<b>50,000.00</b>	<b>617,050.98</b>	<b>667,050.98</b>	<b>50,000.00</b>	<b>609,185.00</b>	<b>659,185.00</b>	<b>-1.2%</b>
<b>OTHER STATE REVENUE</b>									
Other State Apportionments									
ROC/P Entitlement Prior Years	6360	8319		0.00	0.00		0.00	0.00	0.0%
Special Education Master Plan Current Year	6500	8311		0.00	0.00		0.00	0.00	0.0%
Prior Years	6500	8319		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	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	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	0.00	0.0%
Mandated Costs Reimbursements		8550	79,088.00	0.00	79,088.00	79,088.00	0.00	79,088.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	291,312.00	102,816.00	394,128.00	291,924.00	103,032.00	394,956.00	0.2%
Tax Relief Subventions Restricted Levies - Other									
Homeowners' Exemptions		8575	0.00	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	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	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	0.0%
Charter School Facility Grant	6030	8590		0.00	0.00		0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590		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	0.0%
Career Technical Education Incentive Grant Program	6367	8590		176,689.00	176,689.00		52,000.00	52,000.00	-70.6%
American Indian Early Childhood Education	7210	8590		0.00	0.00		0.00	0.00	0.0%
Specialized Secondary	7370	8590		0.00	0.00		0.00	0.00	0.0%
Quality Education Investment Act	7400	8590		0.00	0.00		0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	2,008,276.00	2,008,276.00	0.00	2,008,276.00	2,008,276.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>370,398.00</b>	<b>2,267,761.00</b>	<b>2,638,179.00</b>	<b>371,010.00</b>	<b>2,183,308.00</b>	<b>2,534,318.00</b>	<b>-4.7%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (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	0.00	0.0%
Unsecured Roll		8616	0.00	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	0.00	0.0%
Supplemental Taxes		8618	0.00	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	0.00	0.0%
Other		8622	0.00	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	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	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	0.00	0.0%
Sale of Publications		8632	0.00	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	0.00	0.0%
All Other Sales		8639	0.00	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	0.00	0.0%
Interest		8660	99,946.00	0.00	99,946.00	99,946.00	0.00	99,946.00	0.0%
Net increase (Decrease) in the Fair Value of Investments		8662	0.00	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	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	15,000.00	0.00	15,000.00	15,000.00	0.00	15,000.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	100,342.00	644,457.41	744,799.41	0.00	382,889.00	382,889.00	-48.6%
Tuition		8710	0.00	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	0.00	0.0%
Transfers of Apportionments									
Special Education SELPA Transfers									
From Districts or Charter Schools	6500	8791		0.00	0.00		0.00	0.00	0.0%
From County Offices	6500	8792		882,893.00	882,893.00		882,893.00	882,893.00	0.0%
From JPAs	6500	8793		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	0.0%
From County Offices	6360	8792		0.00	0.00		0.00	0.00	0.0%
From JPAs	6360	8793		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments									
From Districts or Charter Schools	All Other	8781	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8782	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8783	0.00	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	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>215,268.00</b>	<b>1,527,350.41</b>	<b>1,742,638.41</b>	<b>114,946.00</b>	<b>1,265,782.00</b>	<b>1,380,728.00</b>	<b>-20.8%</b>
<b>TOTAL, REVENUES</b>			<b>31,307,589.00</b>	<b>4,432,182.39</b>	<b>35,739,781.39</b>	<b>32,309,392.00</b>	<b>4,038,275.00</b>	<b>36,347,667.00</b>	<b>1.7%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>CERTIFICATED SALARIES</b>									
Certificated Teachers' Salaries		1100	11,735,707.00	1,960,944.00	13,696,651.00	11,722,387.00	2,042,807.00	13,764,694.00	0.5%
Certificated Pupil Support Salaries		1200	711,749.00	671,171.00	1,382,920.00	738,484.00	744,423.00	1,482,907.00	7.2%
Certificated Supervisors' and Administrators' Salaries		1300	1,555,079.00	236,125.00	1,793,204.00	1,519,381.00	235,907.00	1,755,296.00	-2.1%
Other Certificated Salaries		1900	116,275.00	0.00	116,275.00	115,370.00	0.00	115,370.00	-0.8%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>14,118,810.00</b>	<b>2,870,240.00</b>	<b>16,989,050.00</b>	<b>14,085,632.00</b>	<b>3,022,637.00</b>	<b>17,118,269.00</b>	<b>0.8%</b>
<b>CLASSIFIED SALARIES</b>									
Classified Instructional Salaries		2100	736,972.00	1,252,637.36	1,989,609.36	709,051.00	1,287,754.00	1,996,805.00	0.4%
Classified Support Salaries		2200	1,377,954.89	563,397.00	1,941,351.89	1,386,786.00	571,049.00	1,957,835.00	0.8%
Classified Supervisors' and Administrators' Salaries		2300	527,567.00	0.00	527,567.00	524,185.00	0.00	524,185.00	-0.6%
Clerical, Technical and Office Salaries		2400	1,428,272.00	51,686.00	1,479,958.00	1,439,583.00	54,275.00	1,493,858.00	0.9%
Other Classified Salaries		2900	306,128.00	256,352.00	564,480.00	309,866.00	241,402.00	551,268.00	-2.3%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>4,378,893.89</b>	<b>2,124,072.36</b>	<b>6,502,966.25</b>	<b>4,369,471.00</b>	<b>2,154,480.00</b>	<b>6,523,951.00</b>	<b>0.3%</b>
<b>EMPLOYEE BENEFITS</b>									
STRS		3101-3102	2,337,535.00	2,056,281.00	4,393,816.00	2,518,014.00	2,110,976.00	4,628,990.00	5.4%
PERS		3201-3202	801,187.00	805,135.00	1,606,322.00	963,996.00	896,491.00	1,860,487.00	15.8%
OASDI/Medicare/Alternative		3301-3302	484,318.00	186,724.00	671,042.00	521,055.00	197,111.00	718,166.00	7.0%
Health and Welfare Benefits		3401-3402	359,527.00	139,479.00	499,006.00	330,477.00	136,639.00	467,116.00	-6.4%
Unemployment Insurance		3501-3502	13,886.00	2,655.00	16,541.00	9,234.00	2,650.00	11,884.00	-28.2%
Workers' Compensation		3601-3602	291,265.00	77,901.00	369,166.00	428,110.00	121,137.00	549,247.00	48.8%
OPEB, Allocated		3701-3702	287,628.00	0.00	287,628.00	280,800.00	0.00	280,800.00	-2.4%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	14,771.00	3,357.00	18,128.00	14,272.00	3,355.00	17,627.00	-2.8%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>4,590,117.00</b>	<b>3,271,532.00</b>	<b>7,861,649.00</b>	<b>5,065,959.00</b>	<b>3,468,359.00</b>	<b>8,534,317.00</b>	<b>8.6%</b>
<b>BOOKS AND SUPPLIES</b>									
Approved Textbooks and Core Curricula Materials		4100	44,007.00	104,139.00	148,146.00	73,409.00	103,032.00	176,441.00	19.1%
Books and Other Reference Materials		4200	16,065.00	51,153.00	67,218.00	16,465.00	0.00	16,465.00	-75.5%
Materials and Supplies		4300	474,232.31	712,560.12	1,186,812.43	432,960.00	339,235.00	772,195.00	-34.6%
Noncapitalized Equipment		4400	8,708.00	53,106.77	61,814.77	0.00	6,187.00	6,187.00	-90.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>543,012.31</b>	<b>920,878.89</b>	<b>1,463,991.20</b>	<b>522,834.00</b>	<b>448,454.00</b>	<b>971,288.00</b>	<b>-33.7%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>									
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	67,839.62	77,925.34	145,764.96	60,002.00	19,350.00	79,352.00	-45.6%
Dues and Memberships		5300	38,432.00	0.00	38,432.00	47,907.00	0.00	47,907.00	24.7%
Insurance		5400 - 5450	250,803.00	0.00	250,803.00	280,899.00	0.00	280,899.00	12.0%
Operations and Housekeeping Services		5500	831,769.00	0.00	831,769.00	814,324.00	0.00	814,324.00	-2.1%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	125,414.37	137,616.00	263,030.37	111,943.00	57,523.00	169,466.00	-35.6%
Transfers of Direct Costs		5710	0.00	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	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	636,787.35	361,643.25	998,410.60	568,777.00	242,274.00	811,051.00	-18.8%
Communications		5900	74,711.35	4,234.00	78,945.35	61,794.00	2,312.00	64,106.00	-18.8%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>2,025,736.69</b>	<b>581,418.59</b>	<b>2,607,155.28</b>	<b>1,945,646.00</b>	<b>321,459.00</b>	<b>2,267,105.00</b>	<b>-13.0%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>CAPITAL OUTLAY</b>									
Land		6100	0.00	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	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	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	0.00	0.0%
Equipment		6400	0.00	114,121.57	114,121.57	0.00	0.00	0.00	-100.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			0.00	114,121.57	114,121.57	0.00	0.00	0.00	-100.0%
<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	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	16,476.00	124,617.00	141,093.00	16,746.00	114,063.00	130,809.00	-7.3%
Payments to JPAs		7143	0.00	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	0.00	0.0%
To County Offices		7212	0.00	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	0.00	0.0%
Special Education SELPA Transfers of Apportionments									
To Districts or Charter Schools	6500	7221		0.00	0.00		0.00	0.00	0.0%
To County Offices	6500	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6500	7223		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	0.0%
To County Offices	6360	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6360	7223		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	0.00	0.0%
All Other Transfers		7281-7283	0.00	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	0.00	0.0%
Debt Service									
Debt Service - Interest		7438	0.00	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	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			16,476.00	124,617.00	141,093.00	16,746.00	114,063.00	130,809.00	-7.3%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>									
Transfers of Indirect Costs		7310	(131,826.00)	131,826.00	0.00	(131,452.00)	131,451.00	(1.00)	New
Transfers of Indirect Costs - Interfund		7350	(99,540.00)	0.00	(99,540.00)	(76,540.00)	0.00	(76,540.00)	-23.1%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			(231,366.00)	131,826.00	(99,540.00)	(207,992.00)	131,451.00	(76,541.00)	-23.1%
<b>TOTAL, EXPENDITURES</b>			25,441,679.89	10,138,806.41	35,580,486.30	25,808,295.00	9,860,903.00	35,469,198.00	-0.3%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals			2020-21 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
<b>INTERFUND TRANSFERS</b>									
<b>INTERFUND TRANSFERS IN</b>									
From: Special Reserve Fund		8812	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8814	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8819	0.00	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>0.00</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	0.00	0.0%
To: Special Reserve Fund		7612	0.00	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	0.00	0.0%
To: Cafeteria Fund		7616	16,642.69	0.00	16,642.69	73,822.00	0.00	73,822.00	343.6%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>16,642.69</b>	<b>0.00</b>	<b>16,642.69</b>	<b>73,822.00</b>	<b>0.00</b>	<b>73,822.00</b>	<b>343.6%</b>
<b>OTHER SOURCES/USES</b>									
<b>SOURCES</b>									
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds									
Proceeds from Disposal of Capital Assets		8953	0.00	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	0.00	0.0%
Long-Term Debt Proceeds									
Proceeds from Certificates of Participation		8971	0.00	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	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	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	0.00	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>0.00</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	0.00	0.0%
All Other Financing Uses		7699	0.00	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>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>									
Contributions from Unrestricted Revenues		8980	(5,292,325.02)	5,292,325.02	0.00	(5,602,329.00)	5,602,329.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>(5,292,325.02)</b>	<b>5,292,325.02</b>	<b>0.00</b>	<b>(5,602,329.00)</b>	<b>5,602,329.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> <b>(a - b + c - d + e)</b>			<b>(5,308,967.71)</b>	<b>5,292,325.02</b>	<b>(16,642.69)</b>	<b>(5,676,151.00)</b>	<b>5,602,329.00</b>	<b>(73,822.00)</b>	<b>343.5%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	238,562.00	261,093.00	9.4%
2) Federal Revenue		8100-8299	62,640.00	62,640.00	0.0%
3) Other State Revenue		8300-8599	1,483,859.00	1,499,640.00	1.1%
4) Other Local Revenue		8600-8799	303,733.04	145,000.00	-52.3%
5) TOTAL, REVENUES			2,088,794.04	1,968,373.00	-5.8%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	625,675.00	751,537.00	20.1%
2) Classified Salaries		2000-2999	986,268.50	922,250.00	-6.5%
3) Employee Benefits		3000-3999	402,854.00	492,201.00	22.2%
4) Books and Supplies		4000-4999	246,970.04	77,403.00	-68.7%
5) Services and Other Operating Expenditures		5000-5999	126,231.50	43,815.00	-65.3%
6) Capital Outlay		6000-6999	455,764.00	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	75,000.00	52,000.00	-30.7%
9) TOTAL, EXPENDITURES			2,918,763.04	2,339,206.00	-19.9%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(829,969.00)	(370,833.00)	-55.3%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(829,969.00)	(370,833.00)	-55.3%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	2,005,886.00	1,175,917.00	-41.4%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,005,886.00	1,175,917.00	-41.4%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,005,886.00	1,175,917.00	-41.4%
2) Ending Balance, June 30 (E + F1e)			1,175,917.00	805,084.00	-31.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			374,206.00	0.00	-100.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	801,711.00	844,627.00	5.4%
Assigned to the perpetuation of AE	0000	9780		844,627.00	
Assigned for the perpetuation of AE	0000	9780	801,711.00		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	(39,543.00)	New

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	1,550,178.63		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	3,832.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			1,554,010.63		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			1,554,010.63		



Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>LCFF SOURCES</b>					
LCFF Transfers					
LCFF Transfers - Current Year		8091	238,562.00	261,093.00	9.4%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>238,562.00</b>	<b>261,093.00</b>	<b>9.4%</b>
<b>FEDERAL REVENUE</b>					
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	62,640.00	62,640.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>62,640.00</b>	<b>62,640.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>					
Other State Apportionments					
All Other State Apportionments - Current Year		8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
Adult Education Program	6391	8590	1,459,657.00	1,475,438.00	1.1%
All Other State Revenue	All Other	8590	24,202.00	24,202.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>1,483,859.00</b>	<b>1,499,640.00</b>	<b>1.1%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>OTHER LOCAL REVENUE</b>					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Adult Education Fees		8671	145,000.00	145,000.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	158,733.04	0.00	-100.0%
Tuition		8710	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>303,733.04</b>	<b>145,000.00</b>	<b>-52.3%</b>
<b>TOTAL REVENUES</b>			<b>2,088,794.04</b>	<b>1,968,373.00</b>	<b>-5.8%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>CERTIFICATED SALARIES</b>					
Certificated Teachers' Salaries		1100	485,677.00	608,714.00	25.3%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	139,998.00	142,823.00	2.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>625,675.00</b>	<b>751,537.00</b>	<b>20.1%</b>
<b>CLASSIFIED SALARIES</b>					
Classified Instructional Salaries		2100	496,199.50	418,731.00	-15.6%
Classified Support Salaries		2200	131,881.00	131,857.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	330,247.00	326,475.00	-1.1%
Other Classified Salaries		2900	27,941.00	45,187.00	61.7%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>986,268.50</b>	<b>922,250.00</b>	<b>-6.5%</b>
<b>EMPLOYEE BENEFITS</b>					
STRS		3101-3102	137,622.00	141,101.00	2.5%
PERS		3201-3202	99,551.00	186,735.00	87.6%
OASDI/Medicare/Alternative		3301-3302	82,435.00	78,579.00	-4.7%
Health and Welfare Benefits		3401-3402	47,632.00	43,570.00	-8.5%
Unemployment Insurance		3501-3502	1,273.00	858.00	-32.6%
Workers' Compensation		3601-3602	32,405.00	39,188.00	20.9%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	1,936.00	2,170.00	12.1%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>402,854.00</b>	<b>492,201.00</b>	<b>22.2%</b>
<b>BOOKS AND SUPPLIES</b>					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	173,163.79	48,908.00	-71.8%
Noncapitalized Equipment		4400	73,806.25	28,495.00	-61.4%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>246,970.04</b>	<b>77,403.00</b>	<b>-68.7%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	18,240.00	11,179.00	-38.7%
Dues and Memberships		5300	1,316.00	566.00	-57.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	3,387.00	887.00	-73.8%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	83,150.50	29,777.00	-64.2%
Communications		5900	20,138.00	1,406.00	-93.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>126,231.50</b>	<b>43,815.00</b>	<b>-65.3%</b>
<b>CAPITAL OUTLAY</b>					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	455,764.00	0.00	-100.0%
Equipment Replacement		6500	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>455,764.00</b>	<b>0.00</b>	<b>-100.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	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>0.0%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>					
Transfers of Indirect Costs - Interfund		7350	75,000.00	52,000.00	-30.7%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			75,000.00	52,000.00	-30.7%
<b>TOTAL EXPENDITURES</b>			2,918,763.04	2,339,206.00	-19.9%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			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	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			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	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			0.00	0.00	0.0%
<b>USES</b>					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			0.00	0.00	0.0%



Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	128,311.00	128,313.00	0.0%
4) Other Local Revenue		8600-8799	410,290.00	408,000.00	-0.6%
5) TOTAL REVENUES			538,601.00	536,313.00	-0.4%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	64,163.00	61,637.00	-3.9%
2) Classified Salaries		2000-2999	296,491.00	291,569.00	-1.7%
3) Employee Benefits		3000-3999	128,540.00	140,422.00	9.2%
4) Books and Supplies		4000-4999	11,677.96	9,400.00	-19.5%
5) Services and Other Operating Expenditures		5000-5999	11,212.69	3,745.00	-66.6%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	24,540.00	24,540.00	0.0%
9) TOTAL EXPENDITURES			536,624.65	531,313.00	-1.0%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			1,976.35	5,000.00	153.0%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			1,976.35	5,000.00	153.0%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	37,885.00	39,861.35	5.2%
b) Audit Adjustments					
		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)					
			37,885.00	39,861.35	5.2%
d) Other Restatements					
		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)					
			37,885.00	39,861.35	5.2%
2) Ending Balance, June 30 (E + F1e)					
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash					
		9711	0.00	0.00	0.0%
Stores					
		9712	0.00	0.00	0.0%
Prepaid Items					
		9713	0.00	0.00	0.0%
All Others					
		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	2.00	New
c) Committed					
Stabilization Arrangements					
		9750	0.00	0.00	0.0%
Other Commitments					
		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments					
		9780	39,861.35	44,859.35	12.5%
	0000	9780		44,859.35	
	0000	9780	39,861.35		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties					
		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount					
		9790	0.00	0.00	0.0%



Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	(101,766.10)		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	3,406.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			(98,360.10)		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			(98,360.10)		

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>FEDERAL REVENUE</b>					
Child Nutrition Programs		8220	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</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	0.0%
Child Development Apportionments		8530	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
State Preschool	6105	8590	122,899.00	122,899.00	0.0%
All Other State Revenue	All Other	8590	5,412.00	5,414.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>128,311.00</b>	<b>128,313.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Child Development Parent Fees		8673	408,000.00	408,000.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	2,290.00	0.00	-100.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>410,290.00</b>	<b>408,000.00</b>	<b>-0.6%</b>
<b>TOTAL, REVENUES</b>			<b>538,601.00</b>	<b>536,313.00</b>	<b>-0.4%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>CERTIFICATED SALARIES</b>					
Certificated Teachers' Salaries		1100	64,163.00	61,637.00	-3.9%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			64,163.00	61,637.00	-3.9%
<b>CLASSIFIED SALARIES</b>					
Classified Instructional Salaries		2100	35,763.00	33,764.00	-5.6%
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	260,728.00	257,805.00	-1.1%
<b>TOTAL, CLASSIFIED SALARIES</b>			296,491.00	291,569.00	-1.7%
<b>EMPLOYEE BENEFITS</b>					
STRS		3101-3102	20,393.00	16,538.00	-18.9%
PERS		3201-3202	54,206.00	66,514.00	22.7%
OASDI/Medicare/Alternative		3301-3302	20,008.00	20,146.00	0.7%
Health and Welfare Benefits		3401-3402	27,920.00	28,704.00	2.8%
Unemployment Insurance		3501-3502	295.00	183.00	-38.0%
Workers' Compensation		3601-3602	5,718.00	8,337.00	45.8%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			128,540.00	140,422.00	9.2%
<b>BOOKS AND SUPPLIES</b>					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	11,677.96	9,400.00	-19.5%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
Food		4700	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			11,677.96	9,400.00	-19.5%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	470.69	0.00	-100.0%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	10,642.00	3,745.00	-64.8%
Communications		5900	100.00	0.00	-100.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>11,212.69</b>	<b>3,745.00</b>	<b>-66.6%</b>
<b>CAPITAL OUTLAY</b>					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</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	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	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>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>					
Transfers of Indirect Costs - Interfund		7350	24,540.00	24,540.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>24,540.00</b>	<b>24,540.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>536,624.65</b>	<b>531,313.00</b>	<b>-1.0%</b>



Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
From: General Fund		8911	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			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	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			0.00	0.00	0.0%
<b>USES</b>					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	180,000.00	180,000.00	0.0%
3) Other State Revenue		8300-8599	11,600.00	11,600.00	0.0%
4) Other Local Revenue		8600-8799	463,689.00	435,000.00	-6.2%
5) TOTAL, REVENUES			655,289.00	626,600.00	-4.4%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	281,976.00	286,419.00	1.6%
3) Employee Benefits		3000-3999	85,042.00	96,034.00	12.9%
4) Books and Supplies		4000-4999	286,851.00	296,500.00	3.4%
5) Services and Other Operating Expenditures		5000-5999	17,913.00	18,990.00	6.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			671,782.00	697,943.00	3.9%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(16,493.00)	(71,343.00)	332.6%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	16,642.69	73,822.00	343.6%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			16,642.69	73,822.00	343.6%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			149.69	2,479.00	1556.1%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	11,779.00	11,928.69	1.3%
b) Audit Adjustments					
		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)					
			11,779.00	11,928.69	1.3%
d) Other Restatements					
		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)					
			11,779.00	11,928.69	1.3%
2) Ending Balance, June 30 (E + F1e)					
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash					
		9711	0.00	0.00	0.0%
Stores					
		9712	11,225.69	0.00	-100.0%
Prepaid Items					
		9713	0.00	0.00	0.0%
All Others					
		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	13,704.69	New
c) Committed					
Stabilization Arrangements					
		9750	0.00	0.00	0.0%
Other Commitments					
		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments					
		9780	703.00	703.00	0.0%
	0000	9780		703.00	
	0000	9780	703.00		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties					
		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount					
		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	(174,222.19)		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	11,225.69		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			(162,996.50)		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			(162,996.50)		



Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>FEDERAL REVENUE</b>					
Child Nutrition Programs		8220	180,000.00	180,000.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>180,000.00</b>	<b>180,000.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>					
Child Nutrition Programs		8520	11,600.00	11,600.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>11,600.00</b>	<b>11,600.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	463,538.00	435,000.00	-6.2%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	151.00	0.00	-100.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>463,689.00</b>	<b>435,000.00</b>	<b>-6.2%</b>
<b>TOTAL REVENUES</b>			<b>655,289.00</b>	<b>626,600.00</b>	<b>-4.4%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>CERTIFICATED SALARIES</b>					
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			0.00	0.00	0.0%
<b>CLASSIFIED SALARIES</b>					
Classified Support Salaries		2200	177,331.00	179,757.00	1.4%
Classified Supervisors' and Administrators' Salaries		2300	104,645.00	106,662.00	1.9%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			281,976.00	286,419.00	1.6%
<b>EMPLOYEE BENEFITS</b>					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	50,876.00	59,102.00	16.2%
OASDI/Medicare/Alternative		3301-3302	17,077.00	17,901.00	4.8%
Health and Welfare Benefits		3401-3402	11,119.00	11,266.00	1.3%
Unemployment Insurance		3501-3502	148.00	149.00	0.7%
Workers' Compensation		3601-3602	4,478.00	6,721.00	50.1%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	1,344.00	895.00	-33.4%
<b>TOTAL, EMPLOYEE BENEFITS</b>			85,042.00	96,034.00	12.9%
<b>BOOKS AND SUPPLIES</b>					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	20,945.00	21,500.00	2.6%
Noncapitalized Equipment		4400	0.00	6,000.00	New
Food		4700	265,906.00	269,000.00	1.2%
<b>TOTAL, BOOKS AND SUPPLIES</b>			286,851.00	296,500.00	3.4%

Pacific Grove Unified  
Monterey County

July 1 Budget  
Cafeteria Special Revenue Fund  
Expenditures by Object

27 66134 0000000  
Form 13

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	1,500.00	New
Dues and Memberships		5300	4,603.00	300.00	-93.5%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	4,550.00	4,600.00	1.1%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	6,950.00	11,560.00	66.3%
Communications		5900	1,810.00	1,030.00	-43.1%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>17,913.00</b>	<b>18,990.00</b>	<b>6.0%</b>
<b>CAPITAL OUTLAY</b>					
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</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	0.0%
Other Debt Service - Principal		7439	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>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>					
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>671,782.00</b>	<b>697,943.00</b>	<b>3.9%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
From: General Fund		8916	16,642.69	73,822.00	343.6%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>16,642.69</b>	<b>73,822.00</b>	<b>343.6%</b>
<b>INTERFUND TRANSFERS OUT</b>					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</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	0.0%
Long-Term Debt Proceeds					
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</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	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
<b>(d) TOTAL, USES</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	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</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>16,642.69</b>	<b>73,822.00</b>	<b>343.6%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	93,372.00	93,372.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	1,000.00	50.00	-95.0%
5) TOTAL, REVENUES			94,372.00	93,422.00	-1.0%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	56,800.00	35,000.00	-38.4%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			56,800.00	35,000.00	-38.4%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>					
			37,572.00	58,422.00	55.5%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

July 1 Budget  
Deferred Maintenance Fund  
Expenditures by Object

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			37,572.00	58,422.00	55.5%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	5,571.00	43,143.00	674.4%
b) Audit Adjustments					
		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)					
			5,571.00	43,143.00	674.4%
d) Other Restatements					
		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)					
			5,571.00	43,143.00	674.4%
2) Ending Balance, June 30 (E + F1e)					
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash					
		9711	0.00	0.00	0.0%
Stores					
		9712	0.00	0.00	0.0%
Prepaid Items					
		9713	0.00	0.00	0.0%
All Others					
		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements					
		9750	0.00	0.00	0.0%
Other Commitments					
		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments					
		9780	43,143.00	101,565.00	135.4%
	Assigned for deferred maintenance	0000		101,565.00	
	Assigned for Deferred Maintenance	0000	43,143.00		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties					
		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount					
		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	(18,657.67)		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			(18,657.67)		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			(18,657.67)		



Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>LCFF SOURCES</b>					
LCFF Transfers					
LCFF Transfers - Current Year		8091	93,372.00	93,372.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>93,372.00</b>	<b>93,372.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>					
All Other State Revenue					
		8590	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>					
Other Local Revenue					
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	1,000.00	50.00	-95.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>1,000.00</b>	<b>50.00</b>	<b>-95.0%</b>
<b>TOTAL, REVENUES</b>			<b>94,372.00</b>	<b>93,422.00</b>	<b>-1.0%</b>



Pacific Grove Unified  
Monterey County

July 1 Budget  
Deferred Maintenance Fund  
Expenditures by Object

27 66134 0000000  
Form 14

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>CLASSIFIED SALARIES</b>					
Classified Support Salaries		2200	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</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	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	35,000.00	25,000.00	-28.6%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	21,800.00	10,000.00	-54.1%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>56,800.00</b>	<b>35,000.00</b>	<b>-38.4%</b>
<b>CAPITAL OUTLAY</b>					
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</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	0.0%
Other Debt Service - Principal		7439	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>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>56,800.00</b>	<b>35,000.00</b>	<b>-38.4%</b>

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			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	0.0%
Long-Term Debt Proceeds					
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			0.00	0.00	0.0%
<b>USES</b>					
Transfers of Funds from Lapsed/Reorganized LEAs					
		7651	0.00	0.00	0.0%
All Other Financing Uses					
		7699	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>					
Contributions from Unrestricted Revenues					
		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues					
		8990	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			0.00	0.00	0.0%

July 1 Budget  
Special Reserve Fund for Postemployment Benefits  
Expenditures by Object

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	25.00	25.00	0.0%
5) TOTAL, REVENUES			25.00	25.00	0.0%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			25.00	25.00	0.0%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

July 1 Budget  
Special Reserve Fund for Postemployment Benefits  
Expenditures by Object

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			25.00	25.00	0.0%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	6,034.00	6,059.00	0.4%
b) Audit Adjustments					
		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)					
			6,034.00	6,059.00	0.4%
d) Other Restatements					
		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)					
			6,034.00	6,059.00	0.4%
2) Ending Balance, June 30 (E + F1e)					
			6,059.00	6,084.00	0.4%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash					
		9711	0.00	0.00	0.0%
Stores					
		9712	0.00	0.00	0.0%
Prepaid Items					
		9713	0.00	0.00	0.0%
All Others					
		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements					
		9750	0.00	0.00	0.0%
Other Commitments					
		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments					
		9780	6,059.00	6,084.00	0.4%
		0000		6,084.00	
		9780	6,059.00		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties					
		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount					
		9790	0.00	0.00	0.0%

July 1 Budget  
Special Reserve Fund for Postemployment Benefits  
Expenditures by Object

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	6,181.51		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			6,181.51		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			6,181.51		

Pacific Grove Unified  
Monterey County

July 1 Budget  
Special Reserve Fund for Postemployment Benefits  
Expenditures by Object

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Form 20

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>OTHER LOCAL REVENUE</b>					
Other Local Revenue					
Interest		8660	25.00	25.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			25.00	25.00	0.0%
<b>TOTAL REVENUES</b>			25.00	25.00	0.0%



Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
From: General Fund/CSSF		8912	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>					
To: General Fund/CSSF		7612	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			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	0.0%
<b>(c) TOTAL, SOURCES</b>			0.00	0.00	0.0%
<b>USES</b>					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>					
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			0.00	0.00	0.0%



Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	5,000.00	2,500.00	-50.0%
5) TOTAL, REVENUES			5,000.00	2,500.00	-50.0%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	289,904.30	100,000.00	-65.5%
5) Services and Other Operating Expenditures		5000-5999	184,978.20	340,000.00	83.8%
6) Capital Outlay		6000-6999	365,103.76	100,000.00	-72.6%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			839,986.26	540,000.00	-35.7%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(834,986.26)	(537,500.00)	-35.6%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	2,000,000.00	0.00	-100.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			2,000,000.00	0.00	-100.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			<b>1,165,013.74</b>	<b>(537,500.00)</b>	<b>-146.1%</b>
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	951,157.00	2,116,170.74	122.5%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			951,157.00	2,116,170.74	122.5%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			951,157.00	2,116,170.74	122.5%
2) Ending Balance, June 30 (E + F1e)			2,116,170.74	1,578,670.74	-25.4%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	2,077,126.74	1,539,626.74	-25.9%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	39,044.00	39,044.00	0.0%
Assigned for Technology Fund	0000	9780		39,044.00	
Assigned for Technology Fund	0000	9780	39,044.00		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	2,258,582.05		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			2,258,582.05		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			2,258,582.05		

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>FEDERAL REVENUE</b>					
FEMA		8281	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>					
Tax Relief Subventions Restricted Levies - Other					
Homeowners' Exemptions		8575	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>					
Other Local Revenue County and District Taxes					
Other Restricted Levies Secured Roll		8615	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes		8621	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	5,000.00	2,500.00	-50.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			5,000.00	2,500.00	-50.0%
<b>TOTAL REVENUES</b>			5,000.00	2,500.00	-50.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>CLASSIFIED SALARIES</b>					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
<b>TOTAL CLASSIFIED SALARIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
<b>TOTAL EMPLOYEE BENEFITS</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	0.0%
Materials and Supplies		4300	245,869.17	0.00	-100.0%
Noncapitalized Equipment		4400	44,035.13	100,000.00	127.1%
<b>TOTAL BOOKS AND SUPPLIES</b>			<b>289,904.30</b>	<b>100,000.00</b>	<b>-65.5%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	18,900.29	0.00	-100.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
Professional/Consulting Services and Operating Expenditures		5800	166,077.91	340,000.00	104.7%
Communications		5900	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>184,978.20</b>	<b>340,000.00</b>	<b>83.8%</b>
<b>CAPITAL OUTLAY</b>					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	365,103.76	100,000.00	-72.6%
Equipment Replacement		6500	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>365,103.76</b>	<b>100,000.00</b>	<b>-72.6%</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	0.0%
Debt Service					
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	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>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>839,986.26</b>	<b>540,000.00</b>	<b>-35.7%</b>

Pacific Grove Unified  
Monterey County

July 1 Budget  
Building Fund  
Expenditures by Object

27 66134 0000000  
Form 21

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
Other Authorized Interfund Transfers In		8819	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			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	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>OTHER SOURCES/USES</b>					
<b>SOURCES</b>					
Proceeds					
Proceeds from Sale of Bonds		8951	2,000,000.00	0.00	-100.0%
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
County School Bldg Aid		8961	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>2,000,000.00</b>	<b>0.00</b>	<b>-100.0%</b>
<b>USES</b>					
Transfers of Funds from Lapsed/Reorganized LEAs					
		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
<b>(d) TOTAL, USES</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	0.0%
Contributions from Restricted Revenues					
		8990	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</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>2,000,000.00</b>	<b>0.00</b>	<b>-100.0%</b>



July 1 Budget  
Special Reserve Fund for Capital Outlay Projects  
Expenditures by Object

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	225,893.00	227,893.00	0.9%
5) TOTAL REVENUES			225,893.00	227,893.00	0.9%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	80,000.00	20,000.00	-75.0%
6) Capital Outlay		6000-6999	64,068.45	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	129,900.00	117,036.00	-9.9%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			273,968.45	137,036.00	-50.0%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(48,075.45)	90,857.00	-289.0%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(48,075.45)	90,857.00	-289.0%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	136,814.00	88,738.55	-35.1%
b) Audit Adjustments					
		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)					
			136,814.00	88,738.55	-35.1%
d) Other Restatements					
		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)					
			136,814.00	88,738.55	-35.1%
2) Ending Balance, June 30 (E + F1e)					
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash					
		9711	0.00	0.00	0.0%
Stores					
		9712	0.00	0.00	0.0%
Prepaid Items					
		9713	0.00	0.00	0.0%
All Others					
		9718	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements					
		9750	0.00	0.00	0.0%
Other Commitments					
		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments					
		9780	88,738.55	179,595.55	102.4%
	0000	9780		179,595.55	
	0000	9780	88,738.55		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties					
		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount					
		9790	0.00	0.00	0.0%

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Special Reserve Fund for Capital Outlay Projects  
Expenditures by Object

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Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) in County Treasury		9110	157,908.72		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			157,908.72		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30 (G9 + H2) - (I6 + J2)			157,908.72		

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Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>FEDERAL REVENUE</b>					
FEMA		8281	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
<b>TOTAL FEDERAL REVENUE</b>			0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>					
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.0%
<b>TOTAL OTHER STATE REVENUE</b>			0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>					
Other Local Revenue					
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	225,893.00	225,893.00	0.0%
Interest		8660	0.00	2,000.00	New
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
<b>TOTAL OTHER LOCAL REVENUE</b>			225,893.00	227,893.00	0.9%
<b>TOTAL REVENUES</b>			225,893.00	227,893.00	0.9%

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Special Reserve Fund for Capital Outlay Projects  
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Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>CLASSIFIED SALARIES</b>					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			0.00	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			0.00	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	40,000.00	0.00	-100.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and, Operating Expenditures		5800	40,000.00	20,000.00	-50.0%
Communications		5900	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>80,000.00</b>	<b>20,000.00</b>	<b>-75.0%</b>
<b>CAPITAL OUTLAY</b>					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	64,068.45	0.00	-100.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>64,068.45</b>	<b>0.00</b>	<b>-100.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>					
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	12,864.00	9,578.00	-25.5%
Other Debt Service - Principal		7439	117,036.00	107,458.00	-8.2%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>129,900.00</b>	<b>117,036.00</b>	<b>-9.9%</b>
<b>TOTAL, EXPENDITURES</b>			<b>273,968.45</b>	<b>137,036.00</b>	<b>-50.0%</b>

Pacific Grove Unified  
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July 1 Budget  
Special Reserve Fund for Capital Outlay Projects  
Expenditures by Object

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Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
From: General Fund/CSSF		8912	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>					
To: General Fund/CSSF		7612	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>OTHER SOURCES/USES</b>					
<b>SOURCES</b>					
Proceeds					
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
<b>USES</b>					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)					
			0.00	0.00	0.0%



July 1 Budget  
Bond Interest and Redemption Fund  
Expenditures by Object

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.0%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			0.00	0.00	0.0%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	0.0%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	3,430,615.39	3,430,615.39	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			3,430,615.39	3,430,615.39	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			3,430,615.39	3,430,615.39	0.0%
2) Ending Balance, June 30 (E + F1e)			3,430,615.39	3,430,615.39	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	3,430,615.39	3,430,615.39	0.0%
Assigned for Bond Interest & Redemption	0000	9780		3,430,615.39	
Assigned for Bond Interest & Redemption fu	0000	9780	3,430,615.39		
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>G. ASSETS</b>					
1) Cash					
a) In County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) In Banks		9120	0.00		
c) In Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL ASSETS			0.00		
<b>H. DEFERRED OUTFLOWS OF RESOURCES</b>					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL DEFERRED OUTFLOWS			0.00		
<b>I. LIABILITIES</b>					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL LIABILITIES			0.00		
<b>J. DEFERRED INFLOWS OF RESOURCES</b>					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL DEFERRED INFLOWS			0.00		
<b>K. FUND EQUITY</b>					
Ending Fund Balance, June 30					
(G9 + H2) - (I6 + J2)			0.00		

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July 1 Budget  
Bond Interest and Redemption Fund  
Expenditures by Object

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Form 51

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>FEDERAL REVENUE</b>					
All Other Federal Revenue		8290	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>					
Tax Relief Subventions Voted Indebtedness Levies					
Homeowners' Exemptions		8571	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8572	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>					
Other Local Revenue County and District Taxes Voted Indebtedness Levies Secured Roll					
		8611	0.00	0.00	0.0%
Unsecured Roll		8612	0.00	0.00	0.0%
Prior Years' Taxes		8613	0.00	0.00	0.0%
Supplemental Taxes		8614	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL REVENUES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>

Pacific Grove Unified  
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July 1 Budget  
Bond Interest and Redemption Fund  
Expenditures by Object

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Form 51

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>					
Debt Service					
Bond Redemptions		7433	0.00	0.00	0.0%
Bond Interest and Other Service Charges		7434	0.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			0.00	0.00	0.0%
<b>TOTAL, EXPENDITURES</b>			0.00	0.00	0.0%

July 1 Budget  
Bond Interest and Redemption Fund  
Expenditures by Object

Description	Resource Codes	Object Codes	2019-20 Estimated Actuals	2020-21 Budget	Percent Difference
<b>INTERFUND TRANSFERS</b>					
<b>INTERFUND TRANSFERS IN</b>					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>					
To: General Fund		7614	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</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	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</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	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
<b>(d) TOTAL, USES</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	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</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>0.0%</b>

Description	2019-20 Estimated Actuals			2020-21 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
<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)	1,909.07	1,909.07	1,909.07	1,909.07	1,909.07	1,909.07
<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)						
<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)	0.85	0.85	0.85	0.85	0.85	0.85
<b>4. Total, District Regular ADA (Sum of Lines A1 through A3)</b>	1,909.92	1,909.92	1,909.92	1,909.92	1,909.92	1,909.92
<b>5. District Funded County Program ADA</b>						
a. County Community Schools						
b. Special Education-Special Day Class	0.88	0.88	0.88	0.88	0.88	0.88
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]						
<b>g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)</b>	0.88	0.88	0.88	0.88	0.88	0.88
<b>6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)</b>	1,910.80	1,910.80	1,910.80	1,910.80	1,910.80	1,910.80
<b>7. Adults in Correctional Facilities</b>						
<b>8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)</b>						

Current Expense Formula/Minimum Classroom Compensation

PART I - CURRENT EXPENSE FORMULA	Total Expense for Year (1)	EDP No.	Reductions (See Note 1) (2)	EDP No.	Current Expense of Education (Col 1 - Col 2) (3)	EDP No.	Reductions (Extracted) (See Note 2) (4a)	Reductions (Overrides)* (See Note 2) (4b)	EDP No.	Current Expense-Part II (Col 3 - Col 4) (5)	EDP No.
1000 - Certificated Salaries	16,989,050.00	301	0.00	303	16,989,050.00	305	30,561.00		307	16,958,489.00	309
2000 - Classified Salaries	6,502,966.25	311	0.00	313	6,502,966.25	315	280,632.00		317	6,222,334.25	319
3000 - Employee Benefits	7,861,649.00	321	287,628.00	323	7,574,021.00	325	104,646.00		327	7,469,375.00	329
4000 - Books, Supplies Equip Replace. (6500)	1,463,991.20	331	2,500.00	333	1,461,491.20	335	195,281.00		337	1,266,210.20	339
5000 - Services, . . & 7300 - Indirect Costs	2,507,615.28	341	15,100.00	343	2,492,515.28	345	358,763.00		347	2,133,752.28	349
TOTAL					35,020,043.73	365			TOTAL	34,050,160.73	369

Note 1 - In Column 2, report expenditures for the following programs: Nonagency (Goals 7100-7199), Community Services (Goal 8100), Food Services (Function 3700), Fringe Benefits for Retired Persons (Objects 3701-3702), and Facilities Acquisition & Construction (Function 8500).

Note 2 - In Column 4, report expenditures for: Transportation (Function 3600), Lottery Expenditures (Resource 1100), Special Education Students in Nonpublic Schools (Function 1180), and other federal or state categorical aid in which funds were granted for expenditures in a program not incurring any teacher salary expenditures or requiring disbursement of the funds without regard to the requirements of EC Section 41372.

\* If an amount (even zero) is entered in any row of Column 4b or in Line 13b, the form uses only the values in Column 4b and Line 13b rather than the values in Column 4a and Line 13a.

PART II: MINIMUM CLASSROOM COMPENSATION (Instruction, Functions 1000-1999)		Object	EDP No.
1. Teacher Salaries as Per EC 41011. . . . .		1100	375
2. Salaries of instructional Aides Per EC 41011. . . . .		2100	380
3. STRS. . . . .		3101 & 3102	382
4. PERS. . . . .		3201 & 3202	383
5. OASDI - Regular, Medicare and Alternative. . . . .		3301 & 3302	384
6. Health & Welfare Benefits (EC 41372) (Include Health, Dental, Vision, Pharmaceutical, and Annuity Plans). . . . .			
7. Unemployment Insurance. . . . .		3401 & 3402	385
8. Workers' Compensation Insurance. . . . .		3501 & 3502	390
9. OPEB, Active Employees (EC 41372). . . . .		3601 & 3602	392
10. Other Benefits (EC 22310). . . . .		3751 & 3752	393
11. SUBTOTAL Salaries and Benefits (Sum Lines 1 - 10). . . . .		3901 & 3902	396
12. Less: Teacher and Instructional Aide Salaries and Benefits deducted in Column 2. . . . .			
13a. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4a (Extracted). . . . .			
b. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4b (Overrides)*. . . . .			
14. TOTAL SALARIES AND BENEFITS. . . . .			397
15. Percent of Current Cost of Education Expended for Classroom Compensation (EDP 397 divided by EDP 369) Line 15 must equal or exceed 60% for elementary, 55% for unified and 50% for high school districts to avoid penalty under provisions of EC 41372. . . . .			61.03%
16. District is exempt from EC 41372 because it meets the provisions of EC 41374. (If exempt, enter 'X'). . . . .			

PART III: DEFICIENCY AMOUNT

A deficiency amount (Line 5) is only applicable to districts not meeting the minimum classroom compensation percentage required under EC 41372 and not exempt under the provisions of EC 41374.

1. Minimum percentage required (60% elementary, 55% unified, 50% high) . . . . .	55.00%
2. Percentage spent by this district (Part II, Line 15) . . . . .	61.03%
3. Percentage below the minimum (Part III, Line 1 minus Line 2) . . . . .	0.00%
4. District's Current Expense of Education after reductions in columns 4a or 4b (Part I, EDP 369). . . . .	34,050,160.73
5. Deficiency Amount (Part III, Line 3 times Line 4) . . . . .	0.00

PART IV: Explanation for adjustments entered in Part I, Column 4b (required)



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PART I - CURRENT EXPENSE FORMULA	Total Expense for Year (1)	EDP No.	Reductions (See Note 1) (2)	EDP No.	Current Expense of Education (Col 1 - Col 2) (3)	EDP No.	Reductions (Extracted) (See Note 2) (4a)	Reductions (Overrides)* (See Note 2) (4b)	EDP No.	Current Expense-Part II (Col 3 - Col 4) (5)	EDP No.
1000 - Certificated Salaries	17,118,269.00	301	0.00	303	17,118,269.00	305	31,583.00		307	17,086,686.00	309
2000 - Classified Salaries	6,523,951.00	311	0.00	313	6,523,951.00	315	266,442.00		317	6,257,509.00	319
3000 - Employee Benefits	8,534,317.00	321	280,800.00	323	8,253,517.00	325	105,593.00		327	8,147,924.00	329
4000 - Books, Supplies Equip Replace. (6500)	971,288.00	331	2,500.00	333	968,788.00	335	138,032.00		337	830,756.00	339
5000 - Services . . . & 7300 - Indirect Costs	2,190,564.00	341	2,200.00	343	2,188,364.00	345	288,160.00		347	1,899,204.00	349
<b>TOTAL</b>					<b>35,052,889.00</b>	<b>365</b>			<b>TOTAL</b>	<b>34,222,079.00</b>	<b>369</b>

Note 1 - In Column 2, report expenditures for the following programs: Nonagency (Goals 7100-7199), Community Services (Goal 8100), Food Services (Function 3700), Fringe Benefits for Retired Persons (Objects 3701-3702), and Facilities Acquisition & Construction (Function 8500).

Note 2 - In Column 4, report expenditures for: Transportation (Function 3600), Lottery Expenditures (Resource 1100), Special Education Students in Nonpublic Schools (Function 1180), and other federal or state categorical aid in which funds were granted for expenditures in a program not incurring any teacher salary expenditures or requiring disbursement of the funds without regard to the requirements of EC Section 41372.

\* If an amount (even zero) is entered in any row of Column 4b or in Line 13b, the form uses only the values in Column 4b and Line 13b rather than the values in Column 4a and Line 13a.

PART II: MINIMUM CLASSROOM COMPENSATION (Instruction, Functions 1000-1999)		Object	EDP No.
1. Teacher Salaries as Per EC 41011. . . . .		1100	375
2. Salaries of Instructional Aides Per EC 41011. . . . .		2100	380
3. STRS. . . . .		3101 & 3102	382
4. PERS. . . . .		3201 & 3202	383
5. OASDI - Regular, Medicare and Alternative. . . . .		3301 & 3302	384
6. Health & Welfare Benefits (EC 41372) (Include Health, Dental, Vision, Pharmaceutical, and Annuity Plans). . . . .			
7. Unemployment Insurance. . . . .		3401 & 3402	385
8. Workers' Compensation Insurance. . . . .		3501 & 3502	390
9. OPEB, Active Employees (EC 41372). . . . .		3601 & 3602	392
10. Other Benefits (EC 22310). . . . .		3751 & 3752	
11. SUBTOTAL Salaries and Benefits (Sum Lines 1 - 10). . . . .		3901 & 3902	393
12. Less: Teacher and Instructional Aide Salaries and Benefits deducted in Column 2. . . . .			395
13a. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4a (Extracted). . . . .			
b. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4b (Overrides)*. . . . .			396
14. TOTAL SALARIES AND BENEFITS. . . . .			397
15. Percent of Current Cost of Education Expended for Classroom Compensation (EDP 397 divided by EDP 369) Line 15 must equal or exceed 60% for elementary, 55% for unified and 50% for high school districts to avoid penalty under provisions of EC 41372. . . . .			
16. District is exempt from EC 41372 because it meets the provisions of EC 41374. (If exempt, enter 'X') . . . . .			62.74%

PART III: DEFICIENCY AMOUNT	
A deficiency amount (Line 5) is only applicable to districts not meeting the minimum classroom compensation percentage required under EC 41372 and not exempt under the provisions of EC 41374.	
1. Minimum percentage required (60% elementary, 55% unified, 50% high) . . . . .	55.00%
2. Percentage spent by this district (Part II, Line 15) . . . . .	62.74%
3. Percentage below the minimum (Part III, Line 1 minus Line 2) . . . . .	0.00%
4. District's Current Expense of Education after reductions in columns 4a or 4b (Part I, EDP 369). . . . .	34,222,079.00
5. Deficiency Amount (Part III, Line 3 times Line 4) . . . . .	0.00

PART IV: Explanation for adjustments entered in Part I, Column 4b (required)

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Section I - Expenditures	Funds 01, 09, and 62			2019-20 Expenditures
	Goals	Functions	Objects	
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	35,597,128.99
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	848,738.00
C. Less state and local expenditures not allowed for MOE: (All resources, except federal as identified in Line B)				
1. Community Services	All	5000-5999	1000-7999	0.00
2. Capital Outlay	All except 7100-7199	All except 5000-5999	6000-6999	114,121.57
3. Debt Service	All	9100	5400-5450, 5800, 7430- 7439	0.00
4. Other Transfers Out	All	9200	7200-7299	0.00
5. Interfund Transfers Out	All	9300	7600-7629	16,642.69
6. All Other Financing Uses	All	9100 9200	7699 7651	0.00
7. Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	0.00
8. Tuition (Revenue, in lieu of expenditures, to approximate costs of services for which tuition is received)	All	All	8710	0.00
9. Supplemental expenditures made as a result of a Presidentially declared disaster	Manually entered. Must not include expenditures in lines B, C1-C8, D1, or D2.			
10. Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)				130,764.26
D. Plus additional MOE expenditures:				
1. Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)	All	All	1000-7143, 7300-7439 minus 8000-8699	16,493.00
2. Expenditures to cover deficits for student body activities	Manually entered. Must not include expenditures in lines A or D1.			
E. Total expenditures subject to MOE (Line A minus lines B and C10, plus lines D1 and D2)				34,634,119.73

Pacific Grove Unified  
Monterey County

July 1 Budget  
2019-20 Estimated Actuals  
Every Student Succeeds Act Maintenance of Effort Expenditures

27 66134 000000  
Form ESMOE

Section II - Expenditures Per ADA		2019-20 Annual ADA/ Exps. Per ADA
A. Average Daily Attendance (Form A, Annual ADA column, sum of lines A6 and C9)		1,910.80
B. Expenditures per ADA (Line I.E divided by Line II.A)		18,125.46
Section III - MOE Calculation (For data collection only. Final determination will be done by CDE)		
	Total	Per ADA
A. Base expenditures (Preloaded expenditures from prior year official CDE MOE calculation). (Note: If the prior year MOE was not met, CDE has adjusted the prior year base to 90 percent of the preceding prior year amount rather than the actual prior year expenditure amount.)	33,245,987.78	17,442.71
1. Adjustment to base expenditure and expenditure per ADA amounts for LEAs failing prior year MOE calculation (From Section IV)	0.00	0.00
2. Total adjusted base expenditure amounts (Line A plus Line A.1)	33,245,987.78	17,442.71
B. Required effort (Line A.2 times 90%)	29,921,389.00	15,698.44
C. Current year expenditures (Line I.E and Line II.B)	34,634,119.73	18,125.46
D. MOE deficiency amount, if any (Line B minus Line C) (If negative, then zero)	0.00	0.00
E. MOE determination (If one or both of the amounts in line D are zero, the MOE requirement is met; if both amounts are positive, the MOE requirement is not met. If either column in Line A.2 or Line C equals zero, the MOE calculation is incomplete.)	MOE Met	
F. MOE deficiency percentage, if MOE not met; otherwise, zero (Line D divided by Line B) (Funding under ESSA covered programs in FY 2021-22 may be reduced by the lower of the two percentages)	0.00%	0.00%

Pacific Grove Unified  
 Monterey County

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 Every Student Succeeds Act Maintenance of Effort Expenditures

27 66134 0000000  
 Form ESMOE

SECTION IV - Detail of Adjustments to Base Expenditures (used in Section III, Line A.1)		
Description of Adjustments	Total Expenditures	Expenditures Per ADA
Total adjustments to base expenditures	0.00	0.00

**Part I - General Administrative Share of Plant Services Costs**

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

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

- 1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702) (Functions 7200-7700, goals 0000 and 9000) 1,568,258.00
- 2. Contracted general administrative positions not paid through payroll \_\_\_\_\_
  - a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800. \_\_\_\_\_
  - b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

**B. Salaries and Benefits - All Other Activities**

- 1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702) (Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) 29,497,779.25

**C. Percentage of Plant Services Costs Attributable to General Administration**

(Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 5.32%

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

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

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

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

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

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

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

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

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

**A. Indirect Costs**

1. Other General Administration, less portion charged to restricted resources or specific goals (Functions 7200-7600, objects 1000-5999, minus Line B9)	1,493,335.00
2. Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	377,654.00
3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999)	42,000.00
4. Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000-5999)	0.00
5. Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	188,341.93
6. Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C)	0.00
7. Adjustment for Employment Separation Costs	
a. Plus: Normal Separation Costs (Part II, Line A)	0.00
b. Less: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
8. Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	2,101,330.93
9. Carry-Forward Adjustment (Part IV, Line F)	(416,623.66)
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	1,684,707.27

**B. Base Costs**

1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	21,931,373.67
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	3,653,005.17
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 4700 and 5100)	2,746,922.00
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	449,760.00
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	0.00
6. Enterprise (Function 6000, objects 1000-5999 except 4700 and 5100)	492,986.00
7. Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	673,148.00
8. External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000-5999, minus Part III, Line A3)	0.00
9. Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	6,575.00
10. Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	17,791.00
11. Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	3,351,919.96
12. Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	0.00
13. Adjustment for Employment Separation Costs	
a. Less: Normal Separation Costs (Part II, Line A)	0.00
b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
14. Student Activity (Fund 08, functions 4000-5999, objects 1000-5999 except 5100)	0.00
15. Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	2,424,099.04
16. Child Development (Fund 12, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	512,084.65
17. Cafeteria (Funds 13 & 61, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	405,876.00
18. Foundation (Funds 19 & 57, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00
19. Total Base Costs (Lines B1 through B12 and Lines B13b through B18, minus Line B13a)	36,665,540.49

**C. Straight Indirect Cost Percentage Before Carry-Forward Adjustment**

(For information only - not for use when claiming/recovering indirect costs)  
(Line A8 divided by Line B19) 5.73%

**D. Preliminary Proposed Indirect Cost Rate**

(For final approved fixed-with-carry-forward rate for use in 2021-22 see [www.cde.ca.gov/fg/ac/ic](http://www.cde.ca.gov/fg/ac/ic))  
(Line A10 divided by Line B19) 4.59%



**Part IV - Carry-forward Adjustment**

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

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

<b>A. Indirect costs incurred in the current year (Part III, Line A8)</b>	<u>2,101,330.93</u>
<b>B. Carry-forward adjustment from prior year(s)</b>	
1. Carry-forward adjustment from the second prior year	<u>213,628.18</u>
2. Carry-forward adjustment amount deferred from prior year(s), if any	<u>0.00</u>
<b>C. Carry-forward adjustment for under- or over-recovery in the current year</b>	
1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (7.45%) times Part III, Line B19); zero if negative	<u>0.00</u>
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (7.45%) times Part III, Line B19) or (the highest rate used to recover costs from any program (10.3%) times Part III, Line B19); zero if positive	<u>(416,623.66)</u>
<b>D. Preliminary carry-forward adjustment (Line C1 or C2)</b>	<u>(416,623.66)</u>
<b>E. Optional allocation of negative carry-forward adjustment over more than one year</b>	
Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.	
Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	<u>4.59%</u>
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment (\$-208,311.83) is applied to the current year calculation and the remainder (\$-208,311.83) is deferred to one or more future years:	<u>5.16%</u>
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment (\$-138,874.55) is applied to the current year calculation and the remainder (\$-277,749.11) is deferred to one or more future years:	<u>5.35%</u>
LEA request for Option 1, Option 2, or Option 3	<u>1</u>
<b>F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)</b>	<u>(416,623.66)</u>

July 1 Budget  
2019-20 Estimated Actuals  
LOTTERY REPORT  
Revenues, Expenditures and  
Ending Balances - All Funds

Description	Object Codes	Lottery: Unrestricted (Resource 1100)	Transferred to Other Resources for Expenditure	Lottery: Instructional Materials (Resource 6300)*	Totals
<b>A. AMOUNT AVAILABLE FOR THIS FISCAL YEAR</b>					
1. Adjusted Beginning Fund Balance	9791-9795	0.00		40,368.00	40,368.00
2. State Lottery Revenue	8560	291,312.00		102,816.00	394,128.00
3. Other Local Revenue	8600-8799	0.00		0.00	0.00
4. Transfers from Funds of Lapsed/Reorganized Districts	8965	0.00		0.00	0.00
5. Contributions from Unrestricted Resources (Total must be zero)	8980	0.00			0.00
6. Total Available (Sum Lines A1 through A5)		291,312.00	0.00	143,184.00	434,496.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>					
1. Certificated Salaries	1000-1999	30,561.00			30,561.00
2. Classified Salaries	2000-2999	52,428.00			52,428.00
3. Employee Benefits	3000-3999	25,024.00			25,024.00
4. Books and Supplies	4000-4999	0.00		104,139.00	104,139.00
5. a. Services and Other Operating Expenditures (Resource 1100)	5000-5999	183,279.00			183,279.00
b. Services and Other Operating Expenditures (Resource 6300)	5000-5999, except 5100, 5710, 5800				
c. Duplicating Costs for Instructional Materials (Resource 6300)	5100, 5710, 5800				
6. Capital Outlay	6000-6999	0.00			0.00
7. Tuition	7100-7199	0.00			0.00
8. Interagency Transfers Out					
a. To Other Districts, County Offices, and Charter Schools	7211,7212,7221, 7222,7281,7282	0.00			0.00
b. To JPAs and All Others	7213,7223, 7283,7299	0.00			0.00
9. Transfers of Indirect Costs	7300-7399				
10. Debt Service	7400-7499	0.00			0.00
11. All Other Financing Uses	7630-7699	0.00			0.00
12. Total Expenditures and Other Financing Uses (Sum Lines B1 through B11)		291,292.00	0.00	104,139.00	395,431.00
<b>C. ENDING BALANCE</b> (Must equal Line A6 minus Line B12)					
	979Z	20.00	0.00	39,045.00	39,065.00
<b>D. COMMENTS:</b>					

Data from this report will be used to prepare a report to the Legislature as required by Control Section 24.60 of the Budget Act.

\*Pursuant to Government Code Section 8880.4(a)(2)(B) and the definition in Education Code Section 60010(h), Resource 6300 funds are to be used for the purchase of instructional materials only. Any amounts in the shaded cells of this column should be reviewed for appropriateness.

Description	Object Codes	2020-21 Budget (Form 01) (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. LCFE/Revenue Limit Sources	8010-8099	31,773,436.00	1.84%	32,358,532.00	2.77%	33,253,730.00
2. Federal Revenues	8100-8299	659,185.00	0.64%	663,381.00	0.64%	667,610.00
3. Other State Revenues	8300-8599	2,534,318.00	-0.21%	2,528,986.00	0.76%	2,548,085.00
4. Other Local Revenues	8600-8799	1,380,728.00	0.00%	1,380,728.00	0.00%	1,380,728.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		36,347,667.00	1.61%	36,931,627.00	2.49%	37,850,153.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				17,118,269.00		17,381,999.00
b. Step & Column Adjustment				263,730.00		268,564.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	17,118,269.00	1.54%	17,381,999.00	1.55%	17,650,563.00
2. Classified Salaries						
a. Base Salaries				6,523,951.00		6,621,997.00
b. Step & Column Adjustment				98,046.00		98,783.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	6,523,951.00	1.50%	6,621,997.00	1.49%	6,720,780.00
3. Employee Benefits	3000-3999	8,534,317.00	2.18%	8,720,023.00	1.54%	8,854,552.00
4. Books and Supplies	4000-4999	971,288.00	0.50%	976,144.00	-0.44%	971,812.00
5. Services and Other Operating Expenditures	5000-5999	2,267,105.00	2.95%	2,334,067.00	5.18%	2,454,928.00
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	130,809.00	0.00%	130,809.00	0.00%	130,809.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(76,541.00)	0.00%	(76,541.00)	0.00%	(76,541.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	73,822.00	0.00%	73,822.00	0.00%	73,822.00
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)		35,543,020.00	1.74%	36,162,320.00	1.71%	36,780,725.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)						
		804,647.00		769,307.00		1,069,428.00
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 01, line F1e)		4,839,023.40		5,643,670.40		6,412,977.40
2. Ending Fund Balance (Sum lines C and D1)		5,643,670.40		6,412,977.40		7,482,405.40
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	5,000.00		5,000.00		5,000.00
b. Restricted	9740	360,593.00		228,747.00		0.00
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	4,211,786.40		5,094,360.40		6,373,983.40
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	1,066,291.00		1,084,870.00		1,103,422.00
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance		5,643,670.40		6,412,977.40		7,482,405.40
(Line D3f must agree with line D2)						

Description	Object Codes	2020-21 Budget (Form 01) (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>						
<b>1. General Fund</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	1,066,291.00		1,084,870.00		1,103,422.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z			0.00		0.00
<b>2. Special Reserve Fund - Noncapital Outlay (Fund 17)</b>						
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
<b>3. Total Available Reserves - by Amount (Sum lines E1a thru E2c)</b>		1,066,291.00		1,084,870.00		1,103,422.00
<b>4. Total Available Reserves - by Percent (Line E3 divided by Line F3e)</b>		3.00%		3.00%		3.00%
<b>F. RECOMMENDED RESERVES</b>						
<b>1. Special Education Pass-through Exclusions</b>						
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):						
<b>2. Special education pass-through funds</b>						
(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
<b>2. District ADA</b>						
Used to determine the reserve standard percentage level on line F3d (Col. A: Form A, Estimated P-2 ADA column, Lines A4 and C4; enter projections)						
		1,910.85		1,909.92		1,909.92
<b>3. Calculating the Reserves</b>						
a. Expenditures and Other Financing Uses (Line B11)		35,543,020.00		36,162,320.00		36,780,725.00
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)		35,543,020.00		36,162,320.00		36,780,725.00
d. Reserve Standard Percentage Level (Refer to Form 01CS, Criterion 10 for calculation details)		3%		3%		3%
e. Reserve Standard - By Percent (Line F3c times F3d)		1,066,290.60		1,084,869.60		1,103,421.75
f. Reserve Standard - By Amount (Refer to Form 01CS, Criterion 10 for calculation details)		0.00		0.00		0.00
g. Reserve Standard (Greater of Line F3e or F3f)		1,066,290.60		1,084,869.60		1,103,421.75
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

Description	Object Codes	2020-21 Budget (Form 01) (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	31,773,436.00	1.84%	32,358,532.00	2.77%	33,253,730.00
2. Federal Revenues	8100-8299	50,000.00	0.00%	50,000.00	0.00%	50,000.00
3. Other State Revenues	8300-8599	371,010.00	-0.95%	367,484.00	0.00%	367,484.00
4. Other Local Revenues	8600-8799	114,946.00	0.00%	114,946.00	0.00%	114,946.00
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	(5,602,329.00)	0.00%	(5,602,329.00)	0.00%	(5,602,329.00)
6. Total (Sum lines A1 thru A5c)		26,707,063.00	2.18%	27,288,633.00	3.28%	28,183,831.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				14,095,632.00		14,312,550.00
b. Step & Column Adjustment				216,918.00		220,067.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	14,095,632.00	1.54%	14,312,550.00	1.54%	14,532,617.00
2. Classified Salaries						
a. Base Salaries				4,369,471.00		4,435,306.00
b. Step & Column Adjustment				65,835.00		66,488.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	4,369,471.00	1.51%	4,435,306.00	1.50%	4,501,794.00
3. Employee Benefits	3000-3999	5,065,958.00	3.05%	5,220,454.00	1.72%	5,310,502.00
4. Books and Supplies	4000-4999	522,834.00	0.50%	525,448.00	0.50%	528,075.00
5. Services and Other Operating Expenditures	5000-5999	1,945,646.00	3.37%	2,011,146.00	5.91%	2,130,092.00
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	16,746.00	0.00%	16,746.00	0.00%	16,746.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(207,992.00)	0.00%	(207,992.00)	0.00%	(207,992.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	73,822.00	0.00%	73,822.00	0.00%	73,822.00
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)		25,882,117.00	1.95%	26,387,480.00	1.89%	26,885,656.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b> (Line A6 minus line B11)						
		824,946.00		901,153.00		1,298,175.00
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 01, line F1e)		4,458,131.40		5,283,077.40		6,184,230.40
2. Ending Fund Balance (Sum lines C and D1)		5,283,077.40		6,184,230.40		7,482,405.40
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	5,000.00		5,000.00		5,000.00
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	4,211,786.40		5,094,360.40		6,373,983.40
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	1,066,291.00		1,084,870.00		1,103,422.00
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		5,283,077.40		6,184,230.40		7,482,405.40

Description	Object Codes	2020-21 Budget (Form 01) (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>						
<b>1. General Fund</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	1,066,291.00		1,084,870.00		1,103,422.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
(Enter reserve projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted.)						
<b>2. Special Reserve Fund - Noncapital Outlay (Fund 17)</b>						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
<b>3. Total Available Reserves (Sum lines E1a thru E2c)</b>						
		1,066,291.00		1,084,870.00		1,103,422.00

**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.

Description	Object Codes	2020-21 Budget (Form 01) (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	609,185.00	0.69%	613,381.00	0.69%	617,610.00
3. Other State Revenues	8300-8399	2,163,308.00	-0.08%	2,161,502.00	0.88%	2,180,601.00
4. Other Local Revenues	8600-8799	1,265,782.00	0.00%	1,265,782.00	0.00%	1,265,782.00
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	5,602,329.00	0.00%	5,602,329.00	0.00%	5,602,329.00
6. Total (Sum lines A1 thru A5c)		9,640,604.00	0.02%	9,642,994.00	0.24%	9,666,322.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				3,022,637.00		3,069,449.00
b. Step & Column Adjustment				46,812.00		48,497.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	3,022,637.00	1.55%	3,069,449.00	1.58%	3,117,946.00
2. Classified Salaries						
a. Base Salaries				2,154,480.00		2,186,691.00
b. Step & Column Adjustment				32,211.00		32,295.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	2,154,480.00	1.50%	2,186,691.00	1.48%	2,218,986.00
3. Employee Benefits	3000-3999	3,468,359.00	0.90%	3,499,569.00	1.27%	3,544,050.00
4. Books and Supplies	4000-4999	448,454.00	0.50%	450,696.00	-1.54%	443,737.00
5. Services and Other Operating Expenditures	5000-5999	321,459.00	0.45%	322,921.00	0.59%	324,836.00
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	114,063.00	0.00%	114,063.00	0.00%	114,063.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	131,451.00	0.00%	131,451.00	0.00%	131,451.00
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%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		9,660,903.00	1.18%	9,774,840.00	1.23%	9,895,069.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)						
		(20,299.00)		(131,846.00)		(228,747.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 01, line F1e)		380,892.00		360,593.00		228,747.00
2. Ending Fund Balance (Sum lines C and D1)		360,593.00		228,747.00		0.00
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	360,593.00		228,747.00		0.00
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)		360,593.00		228,747.00		0.00

Description	Object Codes	2020-21 Budget (Form 01) (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	9790					
(Enter reserve projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted.)						
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)						
<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	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
01 GENERAL FUND								
Expenditure Detail	0.00	0.00	0.00	(99,640.00)				
Other Sources/Uses Detail					0.00	16,642.69		
Fund Reconciliation								
08 STUDENT ACTIVITY SPECIAL REVENUE FUND							0.00	0.00
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
09 CHARTER SCHOOLS SPECIAL REVENUE FUND							0.00	0.00
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
10 SPECIAL EDUCATION PASS-THROUGH FUND							0.00	0.00
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
11 ADULT EDUCATION FUND							0.00	0.00
Expenditure Detail	0.00	0.00	75,000.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
12 CHILD DEVELOPMENT FUND							0.00	0.00
Expenditure Detail	0.00	0.00	24,540.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
13 CAFETERIA SPECIAL REVENUE FUND							0.00	0.00
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					16,642.69	0.00		
Fund Reconciliation								
14 DEFERRED MAINTENANCE FUND							0.00	0.00
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
15 PUPIL TRANSPORTATION EQUIPMENT FUND							0.00	0.00
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation								
17 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY							0.00	0.00
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
18 SCHOOL BUS EMISSIONS REDUCTION FUND							0.00	0.00
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
19 FOUNDATION SPECIAL REVENUE FUND							0.00	0.00
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail								
Fund Reconciliation								
20 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS							0.00	0.00
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
21 BUILDING FUND							0.00	0.00
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
25 CAPITAL FACILITIES FUND							0.00	0.00
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
30 STATE SCHOOL BUILDING LEASE/PURCHASE FUND							0.00	0.00
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
35 COUNTY SCHOOL FACILITIES FUND							0.00	0.00
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
40 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS							0.00	0.00
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
49 CAP PROJ FUND FOR BLENDED COMPONENT UNITS							0.00	0.00
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation								
51 BOND INTEREST AND REDEMPTION FUND							0.00	0.00
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
52 DEBT SVC FUND FOR BLENDED COMPONENT UNITS							0.00	0.00
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
53 TAX OVERRIDE FUND							0.00	0.00
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
56 DEBT SERVICE FUND							0.00	0.00
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
57 FOUNDATION PERMANENT FUND							0.00	0.00
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail								
Fund Reconciliation								
							0.00	0.00



July 1 Budget  
2020-21 Budget  
SUMMARY OF INTERFUND ACTIVITIES  
FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
01 GENERAL FUND								
Expenditure Detail	0.00	0.00	0.00	(76,540.00)				
Other Sources/Uses Detail								
Fund Reconciliation					0.00	73,822.00		
06 STUDENT ACTIVITY SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
09 CHARTER SCHOOLS SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
10 SPECIAL EDUCATION PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
11 ADULT EDUCATION FUND								
Expenditure Detail	0.00	0.00	52,000.00	0.00				
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
12 CHILD DEVELOPMENT FUND								
Expenditure Detail	0.00	0.00	24,540.00	0.00				
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
13 CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail								
Fund Reconciliation					73,822.00	0.00		
14 DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
16 PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
17 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
18 SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
19 FOUNDATION SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail								
Fund Reconciliation						0.00		
20 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
21 BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
25 CAPITAL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
30 STATE SCHOOL BUILDING LEASE/PURCHASE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
35 COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
40 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
48 CAP PROJ FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
51 BOND INTEREST AND REDEMPTION FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
52 DEBT SVC FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
53 TAX OVERRIDE FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
56 DEBT SERVICE FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
67 FOUNDATION PERMANENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail								
Fund Reconciliation						0.00		

July 1 Budget  
2020-21 Budget  
SUMMARY OF INTERFUND ACTIVITIES  
FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7800-7829	Due From Other Funds 9310	Due To Other Funds 9810
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
61 CAFETERIA ENTERPRISE FUND								
Expenditure Detail								
Other Sources/Uses Detail	0.00	0.00	0.00	0.00				
Fund Reconciliation					0.00	0.00		
62 CHARTER SCHOOLS ENTERPRISE FUND								
Expenditure Detail								
Other Sources/Uses Detail	0.00	0.00	0.00	0.00				
Fund Reconciliation					0.00	0.00		
63 OTHER ENTERPRISE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
66 WAREHOUSE REVOLVING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
67 SELF-INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation					0.00	0.00		
71 RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation					0.00			
73 FOUNDATION PRIVATE-PURPOSE TRUST FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail								
Fund Reconciliation					0.00			
76 WARRANT/PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
95 STUDENT BODY FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
<b>TOTALS</b>	<b>0.00</b>	<b>0.00</b>	<b>76,540.00</b>	<b>(76,540.00)</b>	<b>73,822.00</b>	<b>73,822.00</b>		

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 approval of the budget.

**CRITERIA AND STANDARDS**

**1. CRITERION: Average Daily Attendance**

STANDARD: Funded average daily attendance (ADA) has not been overestimated in 1) the first prior fiscal year OR in 2) two or more of the previous three fiscal years by more than the following percentage levels:

Percentage Level	District ADA
3.0%	0 to 300
2.0%	301 to 1,000
1.0%	1,001 and over

District ADA (Form A, Estimated P-2 ADA column, lines A4 and C4):

District's ADA Standard Percentage Level:

**1A. Calculating the District's ADA Variances**

DATA ENTRY: For the Third, Second, and First Prior Years, enter Estimated Funded ADA in the Original Budget Funded ADA column; enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the Third, Second, and First Prior Years. All other data are extracted.

Fiscal Year	Original Budget Funded ADA (Form A, Lines A4 and C4)	Estimated/Unaudited Actuals Funded ADA (Form A, Lines A4 and C4)	ADA Variance Level (If Budget is greater than Actuals, else N/A)	Status
Third Prior Year (2017-18)				
District Regular	2,012	1,990		
Charter School				
<b>Total ADA</b>	<b>2,012</b>	<b>1,990</b>	<b>1.1%</b>	<b>Not Met</b>
Second Prior Year (2018-19)				
District Regular	1,981	1,909		
Charter School				
<b>Total ADA</b>	<b>1,981</b>	<b>1,909</b>	<b>3.6%</b>	<b>Not Met</b>
First Prior Year (2019-20)				
District Regular	1,928	1,910		
Charter School		0		
<b>Total ADA</b>	<b>1,928</b>	<b>1,910</b>	<b>0.9%</b>	<b>Met</b>
Budget Year (2020-21)				
District Regular	1,911			
Charter School	0			
<b>Total ADA</b>	<b>1,911</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 been overestimated by more than the standard percentage level for the first prior year.

Explanation:  
(required if NOT met)

1b. STANDARD NOT MET - Funded ADA was estimated above the standard for two or more of the previous three years. Provide reasons for the overestimate, a description of the methods and assumptions used in projecting funded ADA, and what changes will be made to improve the accuracy of projections in this area.

Explanation:  
(required if NOT met)

In the two prior years, we overestimated ADA, 2017-2018 and 2018-2019.

**2. CRITERION: Enrollment**

**STANDARD:** Projected enrollment has not been overestimated in 1) the first prior fiscal year OR in 2) two or more of the previous three fiscal years by more than the following percentage levels:

Percentage Level	District ADA
3.0%	0 to 300
2.0%	301 to 1,000
1.0%	1,001 and over

District ADA (Form A, Estimated P-2 ADA column, lines A4 and C4):

District's Enrollment Standard Percentage Level:

**2A. Calculating the District's Enrollment Variances**

DATA ENTRY: Enter data in the Enrollment, Budget, column for all fiscal years and in the Enrollment, CBEDS Actual column for the First Prior Year; all other data are extracted or calculated. CBEDS Actual enrollment data preloaded in the District Regular lines will include both District Regular and Charter School enrollment. Districts will need to adjust the District Regular enrollment lines and the Charter School enrollment lines accordingly. Enter district regular enrollment and charter school enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	Budget	Enrollment CBEDS Actual	Enrollment Variance Level (If Budget is greater than Actual, else N/A)	Status
Third Prior Year (2017-18)				
District Regular	2,084	2,091		
Charter School				
<b>Total Enrollment</b>	<b>2,084</b>	<b>2,091</b>	<b>N/A</b>	<b>Met</b>
Second Prior Year (2018-19)				
District Regular	2,094	2,035		
Charter School				
<b>Total Enrollment</b>	<b>2,094</b>	<b>2,035</b>	<b>2.8%</b>	<b>Not Met</b>
First Prior Year (2019-20)				
District Regular	2,055	1,988		
Charter School				
<b>Total Enrollment</b>	<b>2,055</b>	<b>1,988</b>	<b>3.3%</b>	<b>Not Met</b>
Budget Year (2020-21)				
District Regular	1,968			
Charter School				
<b>Total Enrollment</b>	<b>1,968</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 was estimated above the standard for the first prior year. Provide reasons for the overestimate, 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)

We over-projected out enrollment.

- 1b. **STANDARD NOT MET** - Enrollment was estimated above the standard for two or more of the previous three years. Provide reasons for the overestimate, 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)

We are in declining enrollment and over-projected in budget years.

**3. CRITERION: ADA to Enrollment**

**STANDARD:** Projected second period (P-2) average daily attendance (ADA) to enrollment ratio for any of the budget 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:** All data are extracted or calculated. 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 Estimated/Unaudited Actuals (Form A, Lines A4 and C4)	Enrollment CBEDS Actual (Criterion 2, Item 2A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2017-18)			
District Regular	1,981	2,091	
Charter School		0	
<b>Total ADA/Enrollment</b>	<b>1,981</b>	<b>2,091</b>	<b>94.7%</b>
Second Prior Year (2018-19)			
District Regular	1,909	2,035	
Charter School			
<b>Total ADA/Enrollment</b>	<b>1,909</b>	<b>2,035</b>	<b>93.8%</b>
First Prior Year (2019-20)			
District Regular	1,910	1,988	
Charter School	0		
<b>Total ADA/Enrollment</b>	<b>1,910</b>	<b>1,988</b>	<b>96.1%</b>
		Historical Average Ratio:	94.9%
	<b>District's ADA to Enrollment Standard (historical average ratio plus 0.5%):</b>		<b>95.4%</b>

**3B. Calculating the District's Projected Ratio of ADA to Enrollment**

**DATA ENTRY:** Enter data in the Estimated P-2 ADA column for the two subsequent years. Enter data in the Enrollment column for the two subsequent 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 or calculated.

Fiscal Year	Estimated P-2 ADA Budget (Form A, Lines A4 and C4)	Enrollment Budget/Projected (Criterion 2, Item 2A)	Ratio of ADA to Enrollment	Status
Budget Year (2020-21)				
District Regular	1,911	1,968		
Charter School	0			
<b>Total ADA/Enrollment</b>	<b>1,911</b>	<b>1,968</b>	<b>97.1%</b>	<b>Not Met</b>
1st Subsequent Year (2021-22)				
District Regular	1,910	1,968		
Charter School				
<b>Total ADA/Enrollment</b>	<b>1,910</b>	<b>1,968</b>	<b>97.1%</b>	<b>Not Met</b>
2nd Subsequent Year (2022-23)				
District Regular	1,910	1,968		
Charter School				
<b>Total ADA/Enrollment</b>	<b>1,910</b>	<b>1,968</b>	<b>97.1%</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 is above the standard for one or more of the budget 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)

We are probably understating our enrollment.

**4. CRITERION: LCFF Revenue**

**STANDARD:** Projected local control funding formula (LCFF) revenue for any of the budget year or two subsequent fiscal years has not changed from the prior fiscal year by more than the change in population, plus the district's gap funding or cost-of-living adjustment (COLA)<sup>1</sup> and its economic recovery target payment, plus or minus one percent.

For basic aid districts, projected LCFF revenue has not changed from the prior fiscal year by more than the percent change in property tax revenues plus or minus one percent.

For districts funded by necessary small school formulas, projected LCFF revenue has not changed from the prior fiscal year amount by more than the district's gap funding or COLA<sup>1</sup> and its economic recovery target payment, plus or minus one percent.

<sup>1</sup> Districts that are already at or above their LCFF target funding as described in Education Code Section 42238.03(d) receive no gap funding. These districts have a COLA applied to their LCFF target, but their year-over-year revenue increase might be less than the statutory COLA due to certain local factors and components of the funding formula.

**4A. District's LCFF Revenue Standard**

Indicate which standard applies:

LCFF Revenue

Basic Aid

Necessary Small School

The District must select which LCFF revenue standard applies.

LCFF Revenue Standard selected: Basic Aid

**4A1. Calculating the District's LCFF Revenue Standard**

**DATA ENTRY:** Enter data in Step 1a for the two subsequent fiscal years. All other data is extracted or calculated. Enter data for Steps 2a through 2b1. All other data is calculated.

**Note:** Due to the full implementation of LCFF, gap funding and the economic recovery target increment payment amounts are no longer applicable.

**Projected LCFF Revenue**

	Prior Year (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
<b>Step 1 - Change in Population</b>				
a. ADA (Funded) (Form A, lines A6 and C4)	1,910.80	1,911.73	1,911.73	1,911.73
b. Prior Year ADA (Funded)		1,910.80	1,911.73	1,911.73
c. Difference (Step 1a minus Step 1b)		0.93	0.00	0.00
d. Percent Change Due to Population (Step 1c divided by Step 1b)		0.05%	0.00%	0.00%
<b>Step 2 - Change in Funding Level</b>				
a. Prior Year LCFF Funding				
b1. COLA percentage				
b2. COLA amount (proxy for purposes of this criterion)		0.00	0.00	0.00
c. Percent Change Due to Funding Level (Step 2b2 divided by Step 2a)		0.00%	0.00%	0.00%
<b>Step 3 - Total Change in Population and Funding Level (Step 1d plus Step 2c)</b>		0.05%	0.00%	0.00%
<b>LCFF Revenue Standard (Step 3, plus/minus 1%):</b>		N/A	N/A	N/A



**4A2. Alternate LCFF Revenue Standard - Basic Aid**

DATA ENTRY: If applicable to your district, input data in the 1st and 2nd Subsequent Year columns for projected local property taxes; all other data are extracted or calculated.

**Basic Aid District Projected LCFF Revenue**

	Prior Year (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Projected Local Property Taxes (Form 01, Objects 8021 - 8089)	28,129,637.00	29,254,823.00	29,839,919.00	30,735,117.00
Percent Change from Previous Year		4.00%	2.00%	3.00%
Basic Aid Standard (percent change from previous year, plus/minus 1%):		3.00% to 5.00%	1.00% to 3.00%	2.00% to 4.00%

**4A3. Alternate LCFF Revenue Standard - Necessary Small School**

DATA ENTRY: All data are extracted or calculated.

**Necessary Small School District Projected LCFF Revenue**

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Necessary Small School Standard (COLA Step 2c, plus/minus 1%):	N/A	N/A	N/A

**4B. Calculating the District's Projected Change in LCFF Revenue**

DATA ENTRY: Enter data in the 1st and 2nd Subsequent Year columns for LCFF Revenue; all other data are extracted or calculated.

	Prior Year (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
LCFF Revenue (Fund 01, Objects 8011, 8012, 8020-8089)	31,017,805.00	32,142,439.00	32,727,535.00	33,622,733.00
District's Projected Change in LCFF Revenue:		3.63%	1.82%	2.74%
Basic Aid Standard:		3.00% to 5.00%	1.00% to 3.00%	2.00% to 4.00%
Status:		Not Met	Not Met	Not Met

**4C. Comparison of District LCFF Revenue to the Standard**

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

- 1a. STANDARD NOT MET - Projected change in LCFF revenue is outside the standard in one or more of the budget or two subsequent fiscal years. Provide reasons why the projection(s) exceed the standard(s) and a description of the methods and assumptions used in projecting LCFF revenue.

Explanation:  
(required if NOT met)

As a Basic Aid District and due to the COVID 19 virus, there is uncertainty whether property taxes will be as high as in the past. The District desires to be more cautious until we can substantiate higher projections.

**5. CRITERION: Salaries and Benefits**

STANDARD: Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures for any of the budget year or two subsequent fiscal years has not changed from the historical average ratio from the three prior fiscal years by more than the greater of three percent or the 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: All data are extracted or calculated.

Fiscal Year	Estimated/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)	22,213,524.48	24,927,341.69	89.1%
Second Prior Year (2018-19)	22,818,975.52	25,151,006.52	90.7%
First Prior Year (2019-20)	23,087,820.89	25,441,679.89	90.7%
	Historical Average Ratio:		90.2%

District's Reserve Standard Percentage (Criterion 10B, Line 4): District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
	3.0%	3.0%	3.0%
	87.2% to 93.2%	87.2% to 93.2%	87.2% to 93.2%

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

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

Fiscal Year	Budget - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits (Form 01, Objects 1000-3999) (Form MYP, Lines B1-B3)	Total Expenditures (Form 01, Objects 1000-7499) (Form MYP, Lines B1-B8, B10)		
Budget Year (2020-21)	23,531,061.00	25,808,295.00	91.2%	Met
1st Subsequent Year (2021-22)	23,968,310.00	26,313,658.00	91.1%	Met
2nd Subsequent Year (2022-23)	24,344,913.00	26,811,834.00	90.8%	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 budget 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 budget year or two subsequent fiscal years, have not changed from the prior fiscal year amount by more than the percentage change in population and the funded cost-of-living adjustment (COLA) plus or minus ten percent.

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

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

DATA ENTRY: All data are extracted or calculated.

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. District's Change in Population and Funding Level (Criterion 4A1, Step 3):	0.05%	0.00%	0.00%
<b>2. District's Other Revenues and Expenditures Standard Percentage Range (Line 1, plus/minus 10%):</b>	<b>-9.95% to 10.06%</b>	<b>-10.00% to 10.00%</b>	<b>-10.00% to 10.00%</b>
3. District's Other Revenues and Expenditures Explanation Percentage Range (Line 1, plus/minus 5%):	-4.95% to 5.05%	-5.00% to 5.00%	-5.00% to 5.00%

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

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

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

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Change Is Outside Explanation Range
<b>Federal Revenue (Fund 01, Objects 8100-8299) (Form MYP, Line A2)</b>			
First Prior Year (2019-20)	667,050.98		
Budget Year (2020-21)	659,185.00	-1.18%	No
1st Subsequent Year (2021-22)	663,381.00	0.64%	No
2nd Subsequent Year (2022-23)	667,610.00	0.64%	No

Explanation:  
(required if Yes)

<b>Other State Revenue (Fund 01, Objects 8300-8599) (Form MYP, Line A3)</b>			
First Prior Year (2019-20)	2,658,179.00		
Budget Year (2020-21)	2,534,318.00	-4.66%	No
1st Subsequent Year (2021-22)	2,528,986.00	-0.21%	No
2nd Subsequent Year (2022-23)	2,548,085.00	0.76%	No

Explanation:  
(required if Yes)

<b>Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYP, Line A4)</b>			
First Prior Year (2019-20)	1,742,638.41		
Budget Year (2020-21)	1,380,728.00	-20.77%	Yes
1st Subsequent Year (2021-22)	1,380,728.00	0.00%	No
2nd Subsequent Year (2022-23)	1,380,728.00	0.00%	No

Explanation:  
(required if Yes)

Donation/carryover is not included in budget or subsequent years.

<b>Books and Supplies (Fund 01, Objects 4000-4999) (Form MYP, Line B4)</b>			
First Prior Year (2019-20)	1,463,991.20		
Budget Year (2020-21)	971,288.00	-33.65%	Yes
1st Subsequent Year (2021-22)	976,144.00	0.50%	No
2nd Subsequent Year (2022-23)	971,812.00	-0.44%	No

Explanation:  
(required if Yes)

Donation/carryover is not included in budget or subsequent years.

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

First Prior Year (2019-20)	2,607,156.28		
Budget Year (2020-21)	2,267,105.00	-13.04%	Yes
1st Subsequent Year (2021-22)	2,334,067.00	2.95%	No
2nd Subsequent Year (2022-23)	2,454,928.00	5.18%	Yes

**Explanation:**  
(required if Yes)

The District is decreasing it's reliance on outside services.

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

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Status
<b>Total Federal, Other State, and Other Local Revenue (Criterion 6B)</b>			
First Prior Year (2019-20)	5,067,868.39		
Budget Year (2020-21)	4,574,231.00	-9.74%	Met
1st Subsequent Year (2021-22)	4,573,095.00	-0.02%	Met
2nd Subsequent Year (2022-23)	4,596,423.00	0.51%	Met
<b>Total Books and Supplies, and Services and Other Operating Expenditures (Criterion 6B)</b>			
First Prior Year (2019-20)	4,071,146.48		
Budget Year (2020-21)	3,238,393.00	-20.46%	Not Met
1st Subsequent Year (2021-22)	3,310,211.00	2.22%	Met
2nd Subsequent Year (2022-23)	3,426,740.00	3.52%	Met

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

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

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

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

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

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

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

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

Donation/carryover is not included in budget or subsequent years.

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

The District is decreasing it's reliance on outside services.

**7. CRITERION: Facilities Maintenance**

**STANDARD:** Confirm that the annual contribution for facilities maintenance funding is not less than the amount required pursuant to Education Code Section 17070.75, if applicable, and that the 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:** Click the appropriate Yes or No button for special education local plan area (SELPA) administrative units (AUs); all other data are extracted or calculated. If standard is not met, enter an X in the appropriate box and enter an explanation, if applicable.

1. a. For districts that are the AU of a SELPA, do you choose to exclude revenues that are passed through to participating members of the SELPA from the OMMA/RMA required minimum contribution calculation?
- b. Pass-through revenues and apportionments that may be excluded from the OMMA/RMA calculation per EC Section 17070.75(b)(2)(D) (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)  0.00

2. Ongoing and Major Maintenance/Restricted Maintenance Account

a. Budgeted Expenditures and Other Financing Uses (Form 01, objects 1000-7999)	35,543,020.00			
b. Plus: Pass-through Revenues and Apportionments (Line 1b, if line 1a is No)		3% Required Minimum Contribution (Line 2c times 3%)	Budgeted Contribution <sup>1</sup> to the Ongoing and Major Maintenance Account	Status
c. Net Budgeted Expenditures and Other Financing Uses	35,543,020.00	1,066,290.60	973,197.00	Not Met

<sup>1</sup> Fund 01, Resource 8150, Objects 8900-8999

If standard 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)

The District has allocated \$393,094 in reserve for RMA in the components of the Ending Fund Balance.

**9. CRITERION: Fund Balance**

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

Percentage Level <sup>1</sup>	District ADA
1.7%	0 to 300
1.3%	301 to 1,000
1.0%	1,001 to 30,000
0.7%	30,001 to 400,000
0.3%	400,001 and over

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

District Estimated P-2 ADA (Form A, Lines A6 and C4):

District's Fund Balance Standard Percentage Level:

**9A. Calculating the District's Unrestricted General Fund Beginning Balance Percentages**

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

Fiscal Year	Unrestricted General Fund Beginning Balance <sup>2</sup> (Form 01, Line F1e, Unrestricted Column)		Beginning Fund Balance Variance Level (If overestimated, else N/A)	Status
	Original Budget	Estimated/Unaudited Actuals		
Third Prior Year (2017-18)	3,889,399.50	4,663,311.91	N/A	Met
Second Prior Year (2018-19)	3,622,853.45	4,151,404.10	N/A	Met
First Prior Year (2019-20)	3,192,067.59	3,901,180.00	N/A	Met
Budget Year (2020-21) (Information only)	4,458,131.40			

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

**9B. Comparison of District Unrestricted Beginning Fund Balance to the Standard**

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

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

Explanation:  
(required if NOT met)

**10. CRITERION: Reserves**

**STANDARD:** Available reserves<sup>1</sup> for any of the budget 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:** Budget Year data are extracted. If Form MYP 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 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> 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.

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
District Estimated P-2 ADA (Budget Year, Form A, Lines A4 and C4, Subsequent Years, Form MYP, Line F2, if available.)	1,911	1,910	1,910
<b>District's Reserve Standard Percentage Level:</b>	<b>3%</b>	<b>3%</b>	<b>3%</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 MYP 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; Budget Year data are extracted.

For districts that serve as the AU of a SELPA (Form MYP, Lines F1a, F1b1, and F1b2):

- Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?
- If you are the SELPA AU and are excluding special education pass-through funds:
  - Enter the name(s) of the SELPA(s): \_\_\_\_\_

	Budget Year (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 MYP exists, 1st and 2nd Subsequent Year data for lines 1 and 2 will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. Expenditures and Other Financing Uses (Fund 01, objects 1000-7999) (Form MYP, Line B11)	35,543,020.00	36,162,320.00	36,780,725.00
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)	35,543,020.00	36,162,320.00	36,780,725.00
4. Reserve Standard Percentage Level	3%	3%	3%
5. Reserve Standard - by Percent (Line B3 times Line B4)	1,066,290.60	1,084,869.60	1,103,421.75
6. Reserve Standard - by Amount (\$71,000 for districts with 0 to 1,000 ADA, else 0)	0.00	0.00	0.00
7. District's Reserve Standard (Greater of Line B5 or Line B6)	1,066,290.60	1,084,869.60	1,103,421.75

**10C. Calculating the District's Budgeted Reserve Amount**

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

Reserve Amounts (Unrestricted resources 0000-1999 except Line 4):	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYP, Line E1a)	0.00	0.00	0.00
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYP, Line E1b)	1,066,291.00	1,084,870.00	1,103,422.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYP, Line E1c)	0.00	0.00	0.00
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYP, Line E1d)	0.00	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYP, Line E2a)	0.00		
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYP, Line E2b)	0.00		
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYP, Line E2c)	0.00		
8. District's Budgeted Reserve Amount (Lines C1 thru C7)	1,066,291.00	1,084,870.00	1,103,422.00
9. District's Budgeted Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	3.00%	3.00%	3.00%
<b>District's Reserve Standard (Section 10B, Line 7):</b>	<b>1,066,290.60</b>	<b>1,084,869.60</b>	<b>1,103,421.75</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 - Projected available reserves have met the standard for the budget and two subsequent fiscal years.

Explanation:  
(required if NOT met)



**SUPPLEMENTAL INFORMATION**

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

**S1. Contingent Liabilities**

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

No

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

**S2. Use of One-time Revenues for Ongoing Expenditures**

1a. Does your district have ongoing general fund expenditures in the budget in excess of one percent of the total general fund expenditures that are funded with one-time resources?

No

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

**S3. Use of Ongoing Revenues for One-time Expenditures**

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

No

1b. If Yes, identify the expenditures:

**S4. Contingent Revenues**

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

No

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

**S5. Contributions**

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

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

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

District's Contributions and Transfers Standard: -10.0% to +10.0%  
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: If Form MYP exists, the data will be extracted for the 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data in the 1st and 2nd Subsequent Years. Click the appropriate button for item 1d. All other data are extracted or calculated.

Description / Fiscal Year	Projection	Amount of Change	Percent Change	Status
<b>1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)</b>				
First Prior Year (2019-20)	(5,292,325.02)			
Budget Year (2020-21)	(5,602,329.00)	310,003.98	5.9%	Met
1st Subsequent Year (2021-22)	(5,602,329.00)	0.00	0.0%	Met
2nd Subsequent Year (2022-23)	(5,602,329.00)	0.00	0.0%	Met
<b>1b. Transfers In, General Fund *</b>				
First Prior Year (2019-20)	0.00			
Budget Year (2020-21)	0.00	0.00	0.0%	Met
1st Subsequent Year (2021-22)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2022-23)	0.00	0.00	0.0%	Met
<b>1c. Transfers Out, General Fund *</b>				
First Prior Year (2019-20)	16,642.89			
Budget Year (2020-21)	73,822.00	57,179.31	343.6%	Not Met
1st Subsequent Year (2021-22)	73,822.00	0.00	0.0%	Met
2nd Subsequent Year (2022-23)	73,822.00	0.00	0.0%	Met

**1d. Impact of Capital Projects**

Do you have any capital projects that may impact the general fund operational budget?

No

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

**S5B. Status of the 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 by more than the standard for the budget and two subsequent fiscal years.

Explanation:  
(required if NOT met)

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

Explanation:  
(required if NOT met)

1c. NOT MET - The projected transfers out of the general fund have changed by more than the standard for one or more of the budget or subsequent two fiscal years. Identify the amount(s) 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)

The District is trying to reduce transfers to other funds through reorganization.

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

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

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

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

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

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2020
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases	4	General Fund		332,649
Certificates of Participation				
General Obligation Bonds	21	Bond, interest & redemption fund		38,915,000
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (do not include OPEB):

Bond Premiums	21	Fund 21		4,041,114
<b>TOTAL:</b>				<b>43,288,763</b>

Type of Commitment (continued)	Prior Year (2019-20) Annual Payment (P & I)	Budget 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	117,036	117,036	117,035	117,035
Certificates of Participation				
General Obligation Bonds	4,279,171	3,736,251	3,338,695	3,513,571
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (continued):

Bond Premiums				
<b>Total Annual Payments:</b>	<b>4,396,207</b>	<b>3,853,287</b>	<b>3,455,730</b>	<b>3,630,606</b>
<b>Has total annual payment increased over prior year (2019-20)?</b>	<b>No</b>	<b>No</b>	<b>No</b>	<b>No</b>

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

DATA ENTRY: Enter an explanation if Yes.

- 1a. No - Annual payments for long-term commitments have not increased in one or more of the budget and two subsequent fiscal years.

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

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

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

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

No

- 2.

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

Explanation:  
(required if Yes)

**S7. Unfunded Liabilities**

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

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

**57A. Identification of the District's Estimated Unfunded Liability for Postemployment Benefits Other than Pensions (OPEB)**

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

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

Yes

2. For the district's OPEB:  
a. Are they lifetime benefits?

No

b. Do benefits continue past age 65?

No

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

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

Actuarial

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

Self-Insurance Fund	Governmental Fund
0	0

4. OPEB Liabilities

- a. Total OPEB liability
- b. OPEB plan(s) fiduciary net position (if applicable)
- c. Total/Net OPEB liability (Line 4a minus Line 4b)
- d. Is total OPEB liability based on the district's estimate or an actuarial valuation?
- e. If based on an actuarial valuation, indicate the measurement date of the OPEB valuation

10,084,431.00
0.00
10,084,431.00
Actuarial
Jun 30, 2018

Data must be entered.

5. OPEB Contributions

- a. OPEB actuarially determined contribution (ADC), if available, per actuarial valuation or Alternative Measurement Method
- b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (funds 01-70, objects 3701-3752)
- c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)
- d. Number of retirees receiving OPEB benefits

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
N/A	N/A	N/A
280,800.00		
578,184.00	654,655.00	683,166.00
153	153	153

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

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

1. Does your 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 2-4)

No

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

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


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

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)

**S8. Status of Labor Agreements**

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

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

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

	Prior Year (2nd Interim) (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Number of certificated (non-management) full-time-equivalent (FTE) positions	140.0	140.0	140.0	140.0

**Certificated (Non-management) Salary and Benefit Negotiations**

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

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete 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, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 6 and 7.

**Negotiations Settled**

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

2b. Per Government Code Section 3547.5(b), was the 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 agreement?

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:  End Date:

5. Salary settlement:

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?			

**One Year Agreement**  
Total cost of salary settlement

% change in salary schedule from prior year  
or

**Multiyear Agreement**  
Total cost of salary settlement

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


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



Negotiations Not Settled

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

183,469

7. Amount Included for any tentative salary schedule increases

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
0	0	0

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

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

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	Yes	Yes
0.0%	0.0%	0.0%

**Certificated (Non-management) Prior Year Settlements**

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

No		
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**Certificated (Non-management) Step and Column Adjustments**

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

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	Yes	Yes
230,125	240,730	245,100
1.5%	1.5%	1.5%

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

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

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	No	No
No	No	No

**Certificated (Non-management) - Other**

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

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

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

	Prior Year (2nd Interim) (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Number of classified (non-management) FTE positions	107.0	107.0	107.0	107.0

**Classified (Non-management) Salary and Benefit Negotiations**

1. Are salary and benefit negotiations settled for the budget year?  
If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

No

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 6 and 7.

Negotiations Settled

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

2b. Per Government Code Section 3547.5(b), was the 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 agreement?  
If Yes, date of budget revision board adoption:

4. Period covered by the agreement: Begin Date: \_\_\_\_\_ End Date: \_\_\_\_\_

5. Salary settlement:

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?			

**One Year Agreement**

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Total cost of salary settlement			
% change in salary schedule from prior year or			

**Multiyear Agreement**

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
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

72,900

7. Amount included for any tentative salary schedule increases

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
	0	0	0

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

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

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	Yes	Yes
0.0%	0.0%	0.0%

**Classified (Non-management) Prior Year Settlements**

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

No		
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**Classified (Non-management) Step and Column Adjustments**

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

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	Yes	Yes
89,000	90,000	91,000
1.5%	1.5%	1.5%

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

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

Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	No	No
No	No	No

**Classified (Non-management) - Other**

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

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

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

	Prior Year (2nd Interim) (2019-20)	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Number of management, supervisor, and confidential FTE positions	20.0	20.0	20.0	20.0

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

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

No

If Yes, complete question 2.

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

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

**Negotiations Settled**

2. Salary settlement:

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

Total cost of salary settlement

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

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Total cost of salary settlement			
% change in salary schedule from prior year			

**Negotiations Not Settled**

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

35,862

4. Amount included for any tentative salary schedule increases

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Amount included for any tentative salary schedule increases	0	0	0

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

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

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Are costs of H&W benefit changes included in the budget and MYPs?	Yes	Yes	Yes
Total cost of H&W benefits			
Percent of H&W cost paid by employer	0.0%	0.0%	0.0%
Percent projected change in H&W cost over prior year			

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

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

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Are step & column adjustments included in the budget and MYPs?	Yes	Yes	Yes
Cost of step and column adjustments	31,010	31,046	31,247
Percent change in step & column over prior year			

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

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

	Budget Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Are costs of other benefits included in the budget and MYPs?	No	No	No
Total cost of other benefits			
Percent change in cost of other benefits over prior year			

**S9. Local Control and Accountability Plan (LCAP)**

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

DATA ENTRY: Click the appropriate Yes or No button in item 1, and enter the date in item 2.

1. Did or will the school district's governing board adopt an LCAP or an update to the LCAP effective for the budget year?

2. Adoption date of the LCAP or an update to the LCAP.

Yes
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December
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**S10. LCAP Expenditures**

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

DATA ENTRY: Click the appropriate Yes or No button.

Does the school district's budget include the expenditures necessary to implement the LCAP or annual update to the LCAP as described in the Local Control and Accountability Plan and Annual Update Template?

No
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**ADDITIONAL FISCAL INDICATORS**

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

DATA ENTRY: Click the appropriate Yes or No button for items A1 through A9 except item A3, which is automatically completed based on data in Criterion 2.

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

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

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

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

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

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)

**End of School District Budget Criteria and Standards Review**

SACS2020 Financial Reporting Software - 2020.1.0  
 5/28/2020 6:51:19 AM

27-66134-0000000

July 1 Budget  
 2020-21 Budget  
 Technical Review Checks

Pacific Grove Unified

Monterey 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**

**GENERAL LEDGER CHECKS**

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 01CS and Form MYP, which can negatively affect the criteria and standards.

EXCEPTION

FUND	RESOURCE	NEG. EFB
11	6391	-39,543.00
Explanation: When the EFB from FY2019-2020 is brought over, this fund will not be negative.		
Total of negative resource balances for Fund 11		-39,543.00

OBJ-POSITIVE - (W) - The following objects have a negative balance by resource, by fund:

EXCEPTION

FUND	RESOURCE	OBJECT	VALUE
11	6391	9790	-39,543.00
Explanation: When the EFB is brought over from FY2019-2020, this fund will not be negative.			

**SUPPLEMENTAL CHECKS**

**EXPORT CHECKS**

Checks Completed.

SACS2020 Financial Reporting Software - 2020.1.0  
5/28/2020 6:51:47 AM

27-66134-0000000

July 1 Budget  
2019-20 Estimated Actuals  
Technical Review Checks

Pacific Grove Unified

Monterey 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

GENERAL LEDGER CHECKS

SUPPLEMENTAL CHECKS

EXPORT CHECKS

Checks Completed.