

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

# Site Visit

Trustees

*John Thibeaup, President*

*John Paff, Clerk*

*Debbie Crandell*

*Bill Phillips*

*Brian Swanson*

*Lexi Rohrer, Student Rep*

**DATE:** Thursday, September 8, 2016

**TIME:** 7:00 p.m. Open Session

**LOCATION:** Forest Grove – Multipurpose Room  
1065 Congress 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 Public Session to Order
- B. Roll Call
- C. Adopt Agenda
- D. Pledge of Allegiance

### **II. SITE PRESENTATIONS**

Once a year, Board meetings are held at all school sites. This provides administration and staff with an opportunity to showcase their school's accomplishments.

Forest Grove's presentation: *A Positive Place to Learn*

### **III. COMMUNICATIONS**

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

#### IV. 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.*

#### V. 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.*

- |   |      |
|---|------|
|   | Page |
| A. <u>Minutes of August 25, 2016 Regular Board Meeting</u>  | 5    |
| Recommendation: (Ralph Gómez Porras, Superintendent) Approval of minutes as presented.  |      |
| B. <u>Certificated Assignment Order #2</u>  | 10   |
| Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Certificated Assignment Order #2.  |      |
| C. <u>Classified Assignment Order #2</u>  | 13   |
| Recommendation: (Billie Mankey, Director of Human Resources) The Administration recommends adoption of Classified Assignment Order #2.  |      |
| D. <u>Acceptance of Donations</u>   | 15   |
| Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board approve acceptance of the donations.  |      |
| E. <u>Out of County or Overnight Activities</u>   | 16   |
| Recommendation: (Rick Miller, Assistant Superintendent) The Administration recommends that the Board approve or receive the request as presented.   |      |
| F. <u>Cash Receipts Report No. 9 and 1</u>  | 24   |
| Recommendation: (Rick Miller, Assistant Superintendent) As Assistant Superintendent for Business Services, I have reviewed the receipt and deposit of the identified Cash Receipts for consistency with District policies and procedures and certify that the actions have been appropriately conducted. I recommend Board approval of the Cash Receipts. |      |
| G. <u>Revolving Cash Report No. 1</u>   | 28   |
| Recommendation: (Rick Miller, Assistant Superintendent) As Assistant Superintendent for Business Services, I have reviewed the Revolving Cash payments for consistency with District budget policy and accounting practices and certify their consistency and recommend approval of the payments by the Board.  |      |
| H. <u>2016-17 Budget Revision #1</u>  | 30   |
| Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board review and approve these proposed budget revisions.   |      |

- I. Approval of Contract with Wonder Woofs K-9 Narcotic Search Unit 39  
Recommendation: (Barbara Martinez, Director of Student Safety) The Administration recommends that the Board review and approve the contract for services with Wonder Woofs K-9 Narcotic Unit to provide search and drug prevention services to the District.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

## VI. ACTION/DISCUSSION

- A. Approval of the Pacific Grove Adult Education Teachers Compensation Adjustment 43  
Recommendation: (Billie Mankey, Director of Human Resources) The District Administration recommends that the Board approve an increase to the hourly rate paid to Adult Education teachers.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

- B. Approval Resolution #983 for the Gann Limits for 2015-16 44  
Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board approve Resolution #983 for the Gann Limit calculation.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_  
Thibeau \_\_\_\_ Paff \_\_\_\_ Crandell \_\_\_\_ Phillips \_\_\_\_ Swanson \_\_\_\_

- C. Acceptance of the 2015-16 Unaudited Financial Report 49  
Recommendation: (Rick Miller, Assistant Superintendent) The District Administration recommends that the Board review and accept the Unaudited Actuals Financial Report for the 2015-16 fiscal year.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

- D. Board Calendar/Future Meetings 76  
Recommendation: (Ralph Gómez Porras, Superintendent) 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.

Move: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

## VII. INFORMATION/DISCUSSION

- A. Quarterly District Safety Update 79  
Recommendation: (Barbara Martinez, Director of Student Safety) The Administration recommends the Board review the report on safety for the 2016-2017 school year.

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

- B. Review of Special Education Contracts 80  
Recommendation: (Clare Davies, Director of Student Services) The Administration recommends that the Board review the present and projected status of Special Education contracts.

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

- C. Information on the Measure P Tax Initiative of the City of Pacific Grove 83  
Recommendation: (Ralph Gómez Porras, Superintendent) The District Administration will provide the Board information regarding the upcoming tax initiative of City of Pacific Grove Measure P, including the connection to the District.

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

- D. Facilities, Maintenance, and Operations Update 85  
Recommendation: (Matt Kelly, Director of Facilities and Transportation) The Administration recommends that the Board review the report on Maintenance and Operations.

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

- E. Future Agenda Items 86  
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.

Olivia Caine Presentation on Choir Class (September 22)  
Senior Class Projects Review (November 17)  
California Healthy Kids Survey Follow-Up (October 27)  
Spanish Class at Elementary Schools

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

## **VIII. ADJOURNMENT**

Next regular meeting: September 22, 2016 – Robert Down Elementary School



PACIFIC GROVE UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION  
Minutes of Regular Meeting of August 25, 2016 – District Office

**I. OPENED BUSINESS**

- A. Called to Order 6:03 p.m.
- B. Roll Call
- |                         |                                 |
|-------------------------|---------------------------------|
| President:              | Trustee Thibeau                 |
| Clerk:                  | Trustee Paff                    |
| Trustees Present:       | Trustee Crandell                |
|                         | Trustee Phillips                |
|                         | Trustee Swanson                 |
| Administration Present: | Superintendent Porras           |
|                         | Assistant Superintendent Miller |
| Board Recorder:         | Mandi Freitag                   |
| Student Board Member:   | Lexi Rohrer                     |

C. Adopted Agenda

The Future Agenda Item date for the Olivia Caine Presentation has been changed to September 22<sup>nd</sup>.

**MOTION Crandell/Swanson to adopt agenda as amended.**

**Public comment: none**

**Motion CARRIED 5 – 0**

**II. CLOSED SESSION**

A. Identified Closed Session Topics

1. Planning and Preparation Meet and Confer: Adult School Teacher Salary Agreement
2. Employee Discipline/Dismissal/Release/Complaint (2 cases) [Government Code § 54957]

B. Public comment on Closed Session Topics

None.

C. Adjourned to Closed Session 6:04 p.m.

**III. RECONVENED IN OPEN SESSION** 7:08 p.m.

A. Reported action taken in Closed Session:

1. Planning and Preparation Meet and Confer: Adult School Teacher Salary Agreement

The Board discussed this item and gave direction to Administration.

2. Employee Discipline/Dismissal/Release/Complaint (2 cases) [Government Code § 54957]

The Board received information.

B. Pledge of Allegiance

Led By: Student Representative Rohrer

V. COMMUNICATIONS

A. Written Communication

The Board received written communication regarding Co-Op Preschool concerns, as well as funding for science classes.

B. Board Member Comments

Student Representative Rohrer updated the Board on the beginning of the school year at PG High School including homecoming floats, Back to School dance, and club rush.

Trustee Phillips said it was a great start to the new school year, enjoyed the Welcome Back Breakfast and it was great to be back.

Trustee Swanson also said it was great to be back, noting how wonderful the facilities looked at PG Middle School and was excited for a fresh school year.

Trustee Crandell attended all three Back to School nights so far this school year, and thanked Director of Facilities and Maintenance Matt Kelly for all his hard work.

Trustee Paff attended the Back to School nights as well, saying they were fun and full of energy, and was excited to start the school year.

Trustee Thibeau congratulated the Administrators for a great job with their Back to School nights so far, and said it was a great kick-off to the start of the school year.

C. Superintendent Report

Superintendent Porras acknowledged all the hard work of staff, saying it has been a remarkable start to the school year. Superintendent Porras updated the Board on the recent professional development days with Bonnie McGrath, providing quality professional development opportunities.

Superintendent Porras also introduced Pacific Grove City Manager Ben Harvey to the Board. Mr. Harvey greeted the Board.

D. PGUSD Staff Comments (Non Agenda Items)

Robert Down Elementary School Kindergarten Teacher Eloise Guidara expressed concerns with the number of children in their kindergarten classes, explaining that class sizes are too high, that kindergarten children require additional help, and asked the Board to have a plan, not a crisis management reaction to class sizes.

## V. INDIVIDUALS DESIRING TO ADDRESS THE BOARD

Forest Grove parent Kevin Wright updated the Board on the PG Tax Initiative, explaining its effect on non-profits including PTA's and PG Pride. As a parent, Mr. Wright asked the Board to oppose this tax.

Superintendent Porras noted that the tax will exclude school events, however non-profits that benefit the school district will be affected.

The Board requested this be brought to back to the Board as an Action/Discussion item.

## VI. CONSENT AGENDA

- A. Minutes of June 30, 2016 Regular Board Meeting
- B. Certificated Assignment Order #1
- C. Classified Assignment Order #1
- D. Acceptance of Donations
- E. Out of County or Overnight Activities
- F. Warrant Schedules No. 573 and 574
- G. Acceptance of Quarterly Treasurer's Report
- H. 2016-2017 Consolidated Application for Funding, Part 1
- I. Contract for Professional Development for Common Core Implementation

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

**Public comment: none**

**Motion CARRIED 5 – 0**

## VII. ACTION/DISCUSSION

- A. First and/or Final Read: Board Policy BP 0410 Nondiscrimination in District Programs and Activities; BP 5145.3 Nondiscrimination/Harassment, AR 5145.3 Nondiscrimination/Harassment, AR 6143 Course of Study

**MOTION Swanson/Crandell to approve Board Policy BP 0410 Nondiscrimination in District Programs and Activities; BP 5145.3 Nondiscrimination/Harassment, AR 5145.3 Nondiscrimination/Harassment, AR 6143 Course of Study.**

**Public comment: none**

**Motion CARRIED 5 – 0**

- B. Substitute Teacher Pay

**MOTION Paff/Phillips to approve the Substitute Teacher Pay.**

**Public comment: none**

**Motion CARRIED 5 – 0**

- C. Board Calendar/Future Meetings

**MOTION Crandell/Paff to approve the Board meeting calendar.**

**Public comment: none**

**Motion CARRIED 5 – 0**

## VIII. INFORMATION/DISCUSSION

### A. Review of Prior Year Property Tax Revenue

Assistant Superintendent Rick Miller presented information to the Board.

### B. Review of District Enrollment Report for 2016-17

Assistant Superintendent Miller presented information to the Board. The Board discussed kindergarten class sizes, including possible solutions with Forest Grove Elementary School Principal Buck Roggeman and Robert Down Elementary School Principal Linda Williams.

#### **Public Comment:**

Shannon Morrison shared her idea that a fourth kindergarten teacher could aid in the classrooms to establish a relationship with the students prior to starting an additional classroom.

### C. Review of Food Preparation at District Facilities

Assistant Superintendent Miller presented information to the Board.

The Board discussed this item, directing Administration to obtain a formal health inspection of the kitchen, instructing Teacher Jennifer Ross to complete and obtain the Serve Safe Certificate before food preparations could continue on site, and that until the kitchen was compliant, no cooking would take place in the kitchen. The Board agreed to refund the snack fees for two months to parents. The Board instructed Superintendent Porras to supervise conversations with the Preschool Co-Op. The Board also expressed its apologies to the parents for the misunderstanding in communication with Administration.

#### **Public Comment:**

Preschool Co-Op Teacher Jennifer Ross, as well as preschool parents Susan Boyle, Shannon Morrison and Julie Horner expressed their concerns regarding communication with Administration, snack fees and tuition increase.

Director of Nutrition Dianne Hobson and Adult School Principal Barbara Martinez answered questions and clarified current practices and policies.

**9:57 p.m.**

**MOTION Phillips/Paff to extend the Board meeting by 30 minutes.**

**Public comment: none**

**Motion CARRIED 5 – 0**

### D. Opening of Schools Update From Site Administrators

This item was removed. No action taken.

E. Facilities Project Update

Director of Facilities and Maintenance Matt Kelly thanked his staff for their hard work during the summer. Director Kelly updated the Board on the current facilities projects within the District.

F. Future Agenda Items

Olivia Caine Presentation on Choir Class (~~September 8~~)(September 22)  
Senior Class Projects Review (November 17)  
California Healthy Kids Survey Follow-Up (Fall 2016)  
Spanish Class at Elementary Schools

The Board requested Administration bring the Pacific Grove Tax Initiative to the September 8<sup>th</sup> Board meeting.

IX. ADJOURNED

10:30 p.m.

Approved and submitted:

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Dr. Ralph Gómez Porras  
Secretary to the Board

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
CERTIFICATED PERSONNEL ASSIGNMENT ORDER NO. 2  
September 8, 2016**

**SUBJECT:** Certificated Assignment Order #2

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

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**RECOMMENDATION:**

The administration recommends adoption of Certificated Assignment Order #2

**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. 2  
September 8, 2016**

**TEMPORARY, ADDITIONAL ASSIGNMENT:****Before/After School EL Tutoring**, 3 hours per week, effective 2016-17 school year:

RDE: Karen Levy and Maria Miller

**2016-18 Pacific Grove Unified BTSA Induction Coach Stipends**

<b>Employee</b>	<b>Position</b>	<b>BTSA Student</b>	<b>BTSA Funding</b>
Denise Johnson	BTSA Induction Coach	Anna Spade (yr. 1)	\$1,800
Mary Lee Newman	BTSA Induction Coach	Danielle Davenport (yr. 1)	\$1,800
Kelly Terry	BTSA Induction Coach	Alexandria Foster (yr. 2)	\$1,800

**STIPENDS: 2016-17 Pacific Grove Middle School Sports**

<b>Sport</b>	<b>Employee</b>	<b>Coaching Assignment</b>	<b>Stipend %</b>	<b>Funding Source</b>
Volleyball	Mary McFadden	Girls' Volleyball (grade 6)	1.0	GF
	Kristy Sebok	Girls' Volleyball (grade 7)	1.0	GF
	Audrey Kitayama	Girls' Volleyball (grade 8)	1.0	GF
	Demi Jamison	Boys' Volleyball (6-7-8)	1.0	GF
Soccer	John Kiely	Girls' Soccer	1.0	GF
	Andres Rodriguez	Boys' Soccer	1.0	GF
Basketball	Greg Marshall	Girls' Basketball (grade 6)	1.0	GF
	Lauralee Gaona	Girls' Basketball (grade 7)	1.0	GF
	Richard Lltanero	Girls' Basketball (grade 8)	1.0	GF
Golf	Nathan Wren	Golf	1.0	GF
Tennis	Julie Lamora-Kelly	Tennis	1.0	GF
Track	Chris Evans	Track	1.0	GF
Wrestling	Denis Rosen	Wrestling	1.0	GF
Cross Country	Jon Alt	Cross Country	1.0	GF

**2015-16 Pacific Grove Middle School Curriculum Stipends and Special Assignments**

<b>Employee</b>	<b>Assignment</b>	<b>Stipend % or # of Sections</b>	<b>Funding</b>
JoLynne Costales	English Dept. Chair	9	GF
MaryAnne Fort	English Dept. Chair	18	GF
Brice Gamble	History Dept. Chair	22	GF
Brian Mello	Math Dept. Chair	25	GF
Chip Dorey	PE/Elective/ Dept. Chair	32	GF
Pam Gaul	SPED Dept. Chair	16	GF
Lisa McBride	Science Dept. Chair	18	GF
Barbara Priest	Instrumental Music Coach	1.0	GF
Jared Masar	Vocal Music Coach	0.20	GF
Elaine DeMarco	Math Coach	1.0	Funded by Neill Math Fund

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
CERTIFICATED PERSONNEL ASSIGNMENT ORDER NO. 2  
September 8, 2016**

JoLynne Costales	Yearbook	1.0	GF

**PGMS 2016-17 Stipends Continued**

<b>Employee</b>	<b>Assignment</b>	<b>Stipend % or # of Sections</b>	<b>Funding</b>
Greg Marshall Audrey Kitayama	Athletic Director/s	0.50/0.50	GF
Becky Ohsiek	Science School Coordinator	1.0	GF
Michelle Boulware	Musical Advisor	1.0	GF
Sean Boulware	Musical Advisor Assistant	1.0	ASB
Keith Wolhart	Musical Set Construction Advisor	1.0	ASB

**2016-17 District Instructional Leadership Team Members**, annual stipend of \$800 per year to be paid 50% at the end of each semester:

**PGMS** Heather Roman, Wendy Milligan, Kelly Terry, Susan Stegge, Alexandria Foster, Chip Dorey, Justin Matlow, Elaine Demarco

**RDE** Erica Chavez, Michelle Evans, Laura Dean, Stephanie Perlstein, Anne Hober

**FGE** – Julie Lamora-Kelly, Lynn Moore, Shannon McCarty, Kayla Naylor, Kathryn Yant, Glynis Barrett

**PGHS** – Isaac Rubin, Larry Haggquist, Natasha Pignatelli, Nick Lackey

**2016-17 District Tech Ninjas**, annual stipend of \$800 per year to be paid 50% at the end of each semester:

**RDE** – Stephanie Pechan

**FGE** – Beth Cina

**PGMS** – Brice Gamble

**PGHS** – Jenna Hall, Alex Morrison

**SUBSTITUTES:**

Cristy Dawson

**RETIREMENT:**

Dennis Chappin, PGMS PE Teacher retires after 25 successful years of service with the Pacific Grove Unified School District



**SUBJECT:** Classified Assignment Order #2

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

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**RECOMMENDATION:**

The administration recommends adoption of Classified Assignment Order #2.

**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 ORDER NO. 2  
September 8, 2016**

**NEW HIRE:**

Aisling Maher, PGMS, Paraprofessional, Special Needs, 35 hrs. per week/ 180 day work calendar, Range 37, Step B, effective September 1, 2016 (new position)

Andrew Bradley, RDE, Computer Lab Instructional Tech II, 40 hrs. per week/10 month work calendar, Range 33, Step C, effective September 1, 2016 (replaces retiree Linda Jones)

Ariana Macias-Rivera, PGAE Parent Ed Program, Instructional Assistant, 4 hrs. per week/180 days work calendar, Range 30, Step E, effective September 1, 2016 (new position)

Jeanette Odenbrett, FGE, Food Service I, 1.25 hrs./day/180 day work calendar, Range 28, Step A, effective September 1, 2016

**INCREASE/DECREASE IN HOURS:**

Heather Diaz, District, Paraprofessional, Special Needs (Preschool) increases hours from 25 hrs. per week/180 day work calendar to 29.5 hrs./week/180 day work calendar, effective August 22, 2016

Maria Sicairos, District, Paraprofessional, Special Needs (Preschool) increases hours from 25 hrs. per week/180 day work calendar to 29.5 hrs./week/180 day work calendar, effective August 22, 2016

Rebecca Vandersluis, FGE Instructional Assistant (Kindergarten) increases from 2 hrs./day to 3 hrs./day/180 day work calendar, effective September 2, 2016 (assist with large Kinder class sizes)

Cherie Mares, FGE Instructional Assistant increases from 3 hrs./day to 3.5 hrs./day/180 day work calendar, effective September 2, 2016 (assist with large Kinder class sizes)

**SUBJECT:** Acceptance of Donations

**PERSON(S) RESPONSIBLE:** Rick Miller, Assistant Superintendent for Business Services

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**RECOMMENDATION:**

The Administration recommends that the Board approve acceptance of donations referenced below.

**INFORMATION:**

During the past month the following donations were received:

**Forest Grove Elementary School**

None

**Robert H. Down Elementary School**

None

**Pacific Grove Middle School**

Mr. & Mrs. Ian Rice	\$ 100 (Garden Habitat)
Mr. & Mrs. Jeff Erickson	\$ 100 (Garden Habitat)
Field of Dreams/MacLaren	\$ 500 (Science School scholarships)
PGMS PTA	\$1,500 (teacher materials)
PGMS PTA	\$2,500 (Lunch Clubs)

**Pacific Grove High School**

None

**Pacific Grove Community High School**

None

**Pacific Grove Adult School /Lighthouse Preschool & Preschool Plus Co-op**

None

**Pacific Grove Unified School District**

None

Ref: Donations

**SUBJECT:** Out of County or Overnight Activities

**PERSON(S) RESPONSIBLE:** Rick Miller, Assistant Superintendent for Business Services

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**RECOMMENDATION:**

The Administration recommends that the Board approve or receive the request as presented.

**BACKGROUND:**

Board Policy 6153 requires prior approval of all school sponsored trips. Out of County/State or overnight trips require Board approval. Other trips may be approved by the Superintendent or designee.

**INFORMATION:**

The attached list identifies an overnight/Out of County/State trip(s) being proposed by a school site at this time.

**FISCAL IMPACT:**

The request has an identified cost and associated source of funds. The activities expose the District to increased liability with a resulting potential for financial impact.

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**PACIFIC GROVE UNIFIED SCHOOL DISTRICT**
**OUT-OF-COUNTY OR OVERNIGHT ACTIVITIES**

<u>DATE</u> <u>DESTINATION</u>	<u>STUDENTS/CLASS</u> <u>ACTIVITY</u>	<u>TRANSPORTATION</u>	<u>COST</u>	<u>FUNDING SOURCE</u>
September 27-30 Santa Cruz Outdoor School Watsonville, CA	6 <sup>th</sup> Grade Class Science Camp	Charter	\$4530	Student funds, donations
October 7-8 Fremont High School Sunnyvale, CA	PGHS Robotics Club Robotics Competition	Auto	undisclosed	undisclosed
May 12-13, 2017 Disneyland Anaheim, CA	Senior Class Grad Night Event	Charter	\$13,677+	Various

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**PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
REQUEST FOR OFF CAMPUS ACTIVITY**

Consent Agenda Item #

**FAKED**  
MS 8/22

INSTRUCTIONS: Submit this form to the Transportation Department if transportation requires use of buses or vans. Other forms go directly to Business Office. After District and/or Board approval, the form will be returned to the school site. For in-state or non-overnight activities submit form two weeks in advance of activities.

**BOARD APPROVAL IS REQUIRED FOR ALL OUT-OF-COUNTY, OUT-OF-STATE, OR OVERNIGHT ACTIVITIES. THE REQUEST MUST BE APPROVED BY THE BOARD PRIOR TO THE EVENT, THEREFORE THE REQUEST MUST BE SUBMITTED AT LEAST TWO (2) WEEKS PRIOR TO THE BOARD MEETING PRIOR TO THE EVENT**

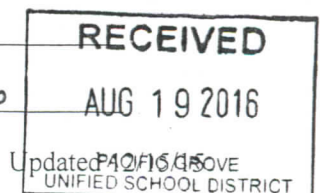
Date of Activity Sept. 27-30 Day of Activity Tues. - Friday  
 Place of Activity Santa Cruz Outdoor School  
 School Middle School Grade Level 6th  
 School Departure Time 9:15 AM PM \_\_\_\_\_  
 Pickup Time From Place of Activity 10:00 AM PM \_\_\_\_\_  
 Name of Employee Accompanying Students Becky Ohsiek  
 Number of Adults 5 Number of Students 148  
 Class or Club 6th Grade  
 Description of Activity Outdoor School  
 Education Objective Science  
 List All Stops Santa Cruz Outdoor School  
 Means of Transportation: ( ) 84 Passenger ( ) 72 Passenger ( ) 48 Passenger ( ) 18 Passenger  
 ( ) Charter ( ) Auto\* ( ) Walk ( ) Other\*\* 356 Discovery

\*#s 1, 2, 3, 5, 6, & 7 Must Be Completed Before Submitting To The Business Office /Transportation Department \*

1. NOTE: Board Regulation 3541.1 Requirements Will Be Complied With When Using Private Autos (Teachers Initials)
2. If using vans, you MUST list who the drivers are. \_\_\_\_\_
3. Cost of Activity \$ \_\_\_\_\_
4. Cost of Transportation \$ \_\_\_\_\_  
 Total Cost (Activity + Transportation) \$ \_\_\_\_\_
5. Fund to be Charged for all activity expenses: ( ) Acct. Code \_\_\_\_\_  
 ( ) Students \_\_\_\_\_  
 ( ) Other \_\_\_\_\_
6. Requested By \_\_\_\_\_ / \_\_\_\_\_ Date \_\_\_\_\_  
 Employee's Signature AND Printed Name (Employee accompanying students on activity)
7. Recommend Approval [Signature] Date 5-24-16  
 Principal's Signature

**Transportation Department/District Office Use Only**

Bus(s) ☒ Available ( ) Not Available Date Received 6/6/16  
 Cost Estimate \$ 4530.00  
 Approved By [Signature] Date 8/18/16  
 Transportation Supervisor  
 Approved By \_\_\_\_\_ Date 8/19/16  
 Assistant Superintendent  
 Date of Board Approval September 8, 2016



**FAXED**

DISCOVERY  
11020 COMMERCIAL PARKWAY  
CASTROVILLE, CA 95012  
831-633-2877 831-633-7113 FAX

08/18/16 9:06am

CHARTER ORDER CONFIRMATION

PAGE 1

Charter Number: 083547 IN

Charter Date: 09/27/16 TUE

Confirmation Date: 09/07/16

Customer Number: PACIFICG01  
PACIFIC GROVE UNIF SCHL DIST.  
TRANSPORTATION DEPT.  
435 HILLCREST AVE.  
PACIFIC GROVE 93950  
Contact: LISA STACKS  
Group: PGMS TO SCIENCE CAMP

Home Phone: 831-372-7955  
Work Phone: 831-646-6643

P.O. Number:

Remarks:  
Drivers Requested:  
Bus Type: R MCI 56 PAX

Salesperson: RICH DORR  
Number of Passengers: 168  
Number of Buses: 3

*----- L E A V E -----*				*----- A R R I V E -----*			
CITY	ST	DATE	TIME	CITY	ST	DATE	TIME
PACIFIC GROVE	CA	09/27/16	9.15	WATSONVILLE	CA		

\*----- P I C K U P I N F O R M A T I O N -----\*

PACIFIC GROVE MIDDLE SCHOOL	* 835 FOREST AVE *	PACIFIC GROVE
-----------------------------	--------------------	---------------

\*----- D E S T I N A T I O N I N F O R M A T I O N -----\*

SANTA CRUZ OUTDOOR SCHL	* 1605 EUREKA CANYON RD *	WATSONVILLE
-------------------------	---------------------------	-------------

\*----- I T I N E R A R Y -----\*

ONE-WAY DROP

Charter Grand Total	2265.00
Payments Received	.00
Balance Due	2265.00

## ADDITIONAL TERMS &amp; CONDITIONS

CANCELLATION FEE IF NOT CANCELLED 7 DAYS PRIOR TO DEPARTURE-\$100.00  
CANCELLATION FEE INCREASES AS DEPARTURE DATE APPROACHES  
CANCELLATION AT SPOT LOCATION--FULL AMOUNT OF CHARTER TRIP  
CHARTERING PARTY AND/OR CHARTERING AGENT RESPONSIBLE FOR ALL DAMAGES

\$100.00 DEPOSIT PER BUS DUE 10 DAYS AFTER RECEIPT OF CONFIRMATION  
REMAINING BALANCE DUE 10 DAYS PRIOR TO DEPARTURE  
MAKE CHECKS PAYABLE TO: DISCOVERY  
CHARTER GRAND TOTAL SUBJECT TO CHANGE IF ANY TRIP INFORMATION CHANGES  
PLEASE VERIFY & SIGN CONFIRMATION AND RETURN TO DISCOVERY

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

THANK YOU FOR USING DISCOVERY!



**FAKED**

DISCOVERY  
11020 COMMERCIAL PARKWAY  
CASTROVILLE, CA 95012  
831-633-2877 831-633-7113 FAX

08/18/16 9:06am

CHARTER ORDER CONFIRMATION

PAGE 1

Charter Number: 083548 IN

Charter Date: 09/30/16 FRI

Confirmation Date: 09/10/16

Customer Number: PACIFICG01  
PACIFIC GROVE UNIF SCHL DIST.  
TRANSPORTATION DEPT.  
435 HILLCREST AVE.  
PACIFIC GROVE 93950  
Contact: LISA STACKS  
Group: PGMS RTN FROM SCIENCE CAMP

Home Phone: 831-372-7955  
Work Phone: 831-646-6643

P.O. Number:

Remarks:  
Drivers Requested:  
Bus Type: R MCI 56 PAX

Salesperson: RICH DORR  
Number of Passengers: 168  
Number of Buses: 3

*----- L E A V E -----*				*----- A R R I V E -----*			
CITY	ST	DATE	TIME	CITY	ST	DATE	TIME
WATSONVILLE	CA	09/30/16	10.00	PACIFIC GROVE	CA		

\*----- P I C K U P I N F O R M A T I O N -----\*  
SANTA CRUZ OUTDOOR SCHOL\* 1605 EUREKA CANYON RD \*WATSONVILLE

\*----- D E S T I N A T I O N I N F O R M A T I O N -----\*  
PACIFIC GROVE MIDDLE SCHOOL \* 835 FOREST AVE \* PACIFIC GROVE

\*----- I T I N E R A R Y -----\*  
ONE-WAY DROP

Charter Grand Total	2265.00
Payments Received	.00
Balance Due	2265.00

## ADDITIONAL TERMS &amp; CONDITIONS

CANCELLATION FEE IF NOT CANCELLED 7 DAYS PRIOR TO DEPARTURE-\$100.00  
CANCELLATION FEE INCREASES AS DEPARTURE DATE APPROACHES  
CANCELLATION AT SPOT LOCATION--FULL AMOUNT OF CHARTER TRIP  
CHARTERING PARTY AND/OR CHARTERING AGENT RESPONSIBLE FOR ALL DAMAGES

\$100.00 DEPOSIT PER BUS DUE 10 DAYS AFTER RECEIPT OF CONFIRMATION  
REMAINING BALANCE DUE 10 DAYS PRIOR TO DEPARTURE  
MAKE CHECKS PAYABLE TO: DISCOVERY  
CHARTER GRAND TOTAL SUBJECT TO CHANGE IF ANY TRIP INFORMATION CHANGES  
PLEASE VERIFY & SIGN CONFIRMATION AND RETURN TO DISCOVERY

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

THANK YOU FOR USING DISCOVERY!



**PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
REQUEST FOR OFF CAMPUS ACTIVITY**

**Consent Agenda Item E**  
**FAXED**  
**9/15/16**

INSTRUCTIONS: Submit this form to the Transportation Department if transportation requires use of buses or vans. Other forms go directly to Business Office. After District and/or Board approval, the form will be returned to the school site. For in-state or non-overnight activities submit form two weeks in advance of activities.

**BOARD APPROVAL IS REQUIRED FOR ALL OUT-OF-COUNTY, OUT-OF-STATE, OR OVERNIGHT ACTIVITIES. THE REQUEST MUST BE APPROVED BY THE BOARD PRIOR TO THE EVENT, THEREFORE THE REQUEST MUST BE SUBMITTED AT LEAST TWO (2) WEEKS PRIOR TO THE BOARD MEETING PRIOR TO THE EVENT**

Date of Activity 10/7-8/16 Day of Activity Friday & Saturday  
Place of Activity Fremont High School, Sunnyvale, Ca  
School Pacific Grove High School Grade Level 9-12  
School Departure Time 6 AM          PM           
Pickup Time **From** Place of Activity          AM 9 PM           
Name of Employee Accompanying Students ISAAC Rubin  
Number of Adults 5 Number of Students 20  
Class or Club Robotics team  
Description of Activity Robotics competition  
Education Objective Summative project  
List All Stops         

Means of Transportation: ( ) 84 Passenger ( ) 72 Passenger ( ) 48 Passenger ( ) 18 Passenger  
( ) Charter (X) Auto\* ( ) Walk ( ) Other\*\*         

**\*#'s 1, 2, 3, 5, 6, & 7 Must Be Completed Before Submitting To The Business Office /Transportation Department \***

**1. NOTE: Board Regulation 3541.1 Requirements Will Be Complied With When Using Private Autos** IR  
(Teachers Initials)

**2. If using vans, you MUST list who the drivers are.**         

**3. Cost of Activity \$**         

**4. Cost of Transportation \$**         

**Total Cost (Activity + Transportation) \$**         

**5. Fund to be Charged for all activity expenses:** ( ) Acct. Code           
( ) Students           
( ) Other         

**6. Requested By** ISAAC Rubin Date 8/16/16  
Employee's Signature          AND Printed Name (Employee accompanying students on activity)

**7. Recommend Approval**          Date 8/17/16  
Principal's Signature

**Transportation Department/District Office Use Only**

Bus(s) ( ) Available ( ) Not Available Date Received         

Cost Estimate \$         

Approved By          Date         

Approved By          Date 8/19/16  
Transportation Supervisor

Approved By          Date           
Assistant Superintendent

Date of Board Approval September 8, 2016 Regular Meeting of September 8, 2016

Updated 12/15/15

PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
REQUEST FOR OFF CAMPUS ACTIVITY

Consent Agenda Item 5

**FAKED**

INSTRUCTIONS: Submit this form to the Transportation Department if transportation requires use of buses or vans. Other forms go directly to Business Office. After District and/or Board approval, the form will be returned to the school site. For in-state or non-overnight activities submit form two weeks in advance of activities.

**BOARD APPROVAL IS REQUIRED FOR ALL OUT-OF-COUNTY, OUT-OF-STATE, OR OVERNIGHT ACTIVITIES. THE REQUEST MUST BE APPROVED BY THE BOARD PRIOR TO THE EVENT, THEREFORE THE REQUEST MUST BE SUBMITTED AT LEAST TWO (2) WEEKS PRIOR TO THE BOARD MEETING PRIOR TO THE EVENT**

Date of Activity MAY 12 - 13, 2017 Day of Activity FRIDAY - SATURDAY

Place of Activity Disneyland

School Pacific Grove High School Grade Level 12th only

School Departure Time 4:30 5/12 AM PM

Pickup Time From Place of Activity 2:00 5/13 AM PM

Name of Employee Accompanying Students KATIE SELFRIDGE

Number of Adults 4-6 Number of Students APPROX 140

Class or Club CLASS OF 2017 - SENIOR CLASS

Description of Activity SENIOR CLASS GRAD TRIP

Education Objective

List All Stops BUTTON WILLOW, GRAPEVINE REST STOP AND PASO ROBLES

③ Means of Transportation: ( ) 84 Passenger ( ) 72 Passenger ( ) 48 Passenger ( ) 18 Passenger  
56 PASSENGER (X) Charter ( ) Auto\* ( ) Walk ( ) Other\*\*  
DISCOVERY BUSES

\*#s 1, 2, 3, 5, 6, & 7 Must Be Completed Before Submitting To The Business Office /Transportation Department \*

1. NOTE: Board Regulation 3541.1 Requirements Will Be Complied With When Using Private Autos (Teachers Initials)

2. If using vans, you MUST list who the drivers are.

3. Cost of Activity \$ 97.00 per ticket to Disneyland - \$13,677.00

4. Cost of Transportation \$ TBD - APPROX  
Total Cost (Activity + Transportation) \$

5. Fund to be Charged for all activity expenses: (X) Acct. Code WELLS FARGO DISNEYLAND ACCOUNT  
(X) Students  
(X) Other DONATIONS PIA, ALUMNI ASSOCIATION

6. Requested By Katie Selfridge / KATIE SELFRIDGE Date 5-31-16  
Employee's Signature AND Printed Name (Employee accompanying students on activity)

7. Recommend Approval [Signature] Date 6/1/16  
Principal's Signature

Transportation Department/District Office Use Only

Bus(s) ( ) Available ( ) Not Available Date Received 8/18/16

Cost Estimate \$ TBA

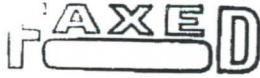
Approved By [Signature] Date 8/18/16  
Transportation Supervisor

Approved By [Signature] Date 8/19/16  
Assistant Superintendent

Date of Board Approval September 8, 2016 PGUSD Regular Meeting of September 8, 2016

**RECEIVED**  
AUG 19 2016  
PACIFIC GROVE  
UNIFIED SCHOOL DISTRICT





DISCOVERY  
11020 COMMERCIAL PARKWAY  
CASTROVILLE, CA 95012  
831-633-2877 831-633-7113 FAX

08/18/16 9:26am

CHARTER ORDER CONFIRMATION

PAGE 1

Charter Number: 083549 IN

Charter Date: 05/12/17 FRI

Confirmation Date: 04/22/17

Customer Number: PACIFICG01  
PACIFIC GROVE UNIF SCHL DIST.  
TRANSPORTATION DEPT.  
435 HILLCREST AVE.  
PACIFIC GROVE 93950  
Contact: LISA STACKS  
Group: GRAD NIGHT - DISNEYLAND

Home Phone: 831-372-7955  
Work Phone: 831-646-6643

P.O. Number:

Remarks:  
Drivers Requested:  
Bus Type: R MCI 56 PAX

Salesperson: RICH DORR  
Number of Passengers: 168  
Number of Buses: 3

*----- L E A V E -----*				*----- A R R I V E -----*			
CITY	ST	DATE	TIME	CITY	ST	DATE	TIME
PACIFIC GROVE	CA	05/12/17	4.30	ANAHEIM	CA		
ANAHEIM	CA			PACIFIC GROVE	CA	05/13/17	10.00

\*----- P I C K U P I N F O R M A T I O N -----\*

PACIFIC GROVE H.S. \* 615 SUNSET DR \* PACIFIC GROVE, CA

\*----- D E S T I N A T I O N I N F O R M A T I O N -----\*

DISNEYLAND \* HARBOR BLVD \* ANAHEIM, CA

\*----- I T I N E R A R Y -----\*

CLIENT TO PROVIDE DRIVER'S ROOM  
2017 PRICES TO BE DETERMINED.

Charter Grand Total	.00
Payments Received	.00
Balance Due	.00

## ADDITIONAL TERMS &amp; CONDITIONS

CANCELLATION FEE IF NOT CANCELLED 7 DAYS PRIOR TO DEPARTURE-\$100.00  
CANCELLATION FEE INCREASES AS DEPARTURE DATE APPROACHES  
CANCELLATION AT SPOT LOCATION--FULL AMOUNT OF CHARTER TRIP  
CHARTERING PARTY AND/OR CHARTERING AGENT RESPONSIBLE FOR ALL DAMAGES

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REMAINING BALANCE DUE 10 DAYS PRIOR TO DEPARTURE  
MAKE CHECKS PAYABLE TO: DISCOVERY  
CHARTER GRAND TOTAL SUBJECT TO CHANGE IF ANY TRIP INFORMATION CHANGES  
PLEASE VERIFY & SIGN CONFIRMATION AND RETURN TO DISCOVERY

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

THANK YOU FOR USING DISCOVERY!

**SUBJECT:** Cash Receipts Report No. 9 and 1

**PERSON(S) RESPONSIBLE:** Rick Miller, Assistant Superintendent for Business Services

---

**RECOMMENDATION:**

As Assistant Superintendent for Business Services, I have reviewed the receipt and deposit of the identified Cash Receipts for consistency with District policies and procedures and certify that the actions have been appropriately conducted. I recommend Board approval of the Cash Receipts.

**BACKGROUND:**

The attached listing identifies Cash Receipts received by the District during the period of June 17, 2016 through August 30, 2016.

**INFORMATION:**

The receipt and deposit of the identified funds were conducted consistent with District policies and procedures within the appropriate revenue accounts.

CASH RECEIPTS  
BOARD REPORT # 9

June 17, 2016 - June 30, 2016

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Account</u>	<u>Amount</u>
Jun 17 - 30, '16 6/20/2016	17951	ADULT EDUCATION	CREDIT CARD SALES	<u>16,006.15</u>
Jun 17 - 30, '16				<u>16,006.15</u>

# CASH RECEIPTS BOARD REPORT # 1

July 1, 2016 - August 30, 2016

Date	Num	Name	Account	Amount
Jul 1 - Aug 30, '16				
7/6/2016	17952	RETIREE INSURANCE	RETIREE INSURANCE	58,779.61
7/7/2016	17953	ADULT EDUCATION	ADULT EDUCATION	4,196.00
7/7/2016	17954	ADULT EDUCATION	ADULT EDUCATION	2,344.00
7/7/2016	17955	ACSA	PAYROLL	51,564.00
7/7/2016	17956	Calvary High School	SPECIAL RESERVE	500.00
7/7/2016	17957	Monterey Bay Titans	custodial	1,275.00
7/7/2016	17958	Food and Water Watch	FACILITIES	190.00
7/7/2016	17959	STATE OF CALIFORNIA	CAFETERIA	21,168.56
7/7/2016	17960	STATE OF CALIFORNIA	CAFETERIA	1,583.57
7/7/2016	17961	Otter Bay Water Polo	FACILITIES	600.00
7/7/2016	17962	MBCS/Monterey Bay Charter ...	SPECIAL RESERVE	18,122.19
7/7/2016	17963	YMCA	FACILITIES	500.00
7/7/2016	17964	National Coalition Building Inst...	FACILITIES	50.00
7/7/2016	17965	PG&E	REFUND	1,839.38
7/7/2016	17966	AT&T	REBATE	0.15
7/7/2016	17967	PGHS ASB	DONATION	500.00
8/10/2016	17968	RETIREE INSURANCE	RETIREE INSURANCE	16,038.11
8/10/2016	17969	ADULT EDUCATION	ADULT EDUCATION	4,729.00
8/10/2016	17970	ADULT EDUCATION	ADULT EDUCATION	1,986.00
8/10/2016	17971	ADULT EDUCATION	ADULT EDUCATION	183.00
8/10/2016	17972	ADULT EDUCATION	ADULT EDUCATION	851.00
8/10/2016	17973	ADULT EDUCATION	ADULT EDUCATION	3,023.58
8/10/2016	17974	ADULT EDUCATION	ADULT EDUCATION	410.00
8/10/2016	17975	ADULT EDUCATION	ADULT EDUCATION	2,925.00
8/10/2016	17976	MPC	REIMB EXP	2,090.63
8/10/2016	17977	Carmel Unified School Dist	SP ED	52,187.00
8/10/2016	17978	BASRP-FG	BASRP	2,088.50
8/10/2016	17979	BASRP-RD	BASRP	5,996.50
8/10/2016	17980	YMCA	FACILITIES	1,480.00
8/10/2016	17981	Santa Cruz COE	MAA	2,633.54
8/10/2016	17982	TEXTBOOKS	TEXT BOOK FEES	223.08
8/10/2016	17983	TEXTBOOKS	TEXT BOOK FEES	242.00
8/10/2016	17984	TEXTBOOKS	TEXT BOOK FEES	360.00
8/10/2016	17985	Braveheart Lacrosse	FACILITIES	1,000.00
8/10/2016	17986	PGHS	DONATION	11,115.38
8/10/2016	17987	Calvary High School	SPECIAL RESERVE	500.00
8/10/2016	17988	US BANK	REFUND	25.28
8/10/2016	17989	Fed-Ex	REFUND	29.18
8/10/2016	17990	AT&T	REBATE	55.09
8/10/2016	17991	Monterey County Futbol	FACILITIES	100.00
8/10/2016	17992	MPSL(Monterey Peninsula So...	FACILITIES	170.00
8/10/2016	17993	City of Pacific Grove	FACILITIES	350.00
8/10/2016	17994	STATE OF CALIFORNIA	PRESCHOOL	6,676.00
8/10/2016	17995	STATE OF CALIFORNIA	CAFETERIA	1,660.63
8/10/2016	17996	STATE OF CALIFORNIA	CAFETERIA	190.31
8/10/2016	17997	STATE OF CALIFORNIA	SP ED	1,899.05
8/10/2016	17998	STATE OF CALIFORNIA	PRESCHOOL	23,838.00
8/10/2016	17999	RETIREE INSURANCE	RETIREE INSURANCE	6,444.30
8/10/2016	18000	BUS PASS	BUS PASS	6,498.00
8/19/2016	18002	Shoreline Community Church	SPECIAL RESERVE	8,662.50
8/19/2016	18003	Fingerprinting	Fingerprint Fees	1,675.00
8/19/2016	18004	PGMS PTA	DONATION	4,000.00
8/19/2016	18005	PGMS	DONATION	108.00
8/19/2016	18006	PGMS	SCIENCE CAMP	2,570.00
8/19/2016	18007	ROP	Class Fees	4,090.00
8/19/2016	18008	ROP	Class Fees	500.00
8/19/2016	18009	ROP	Class Fees	300.00
8/19/2016	18010	ROP	Class Fees	1,575.00
8/19/2016	18011	ROP	Class Fees	500.00
8/19/2016	18012	BASRP-RD	BASRP	10,778.67

Date	Num	Name	Account	Amount
8/19/2016	18013	BASRP-FG	BASRP	4,058.00
8/19/2016	18014	BASRP-RD	BASRP	3,951.25
8/19/2016	18015	ADULT EDUCATION	ADULT EDUCATION	1,486.50
8/19/2016	18016	ADULT EDUCATION	ADULT EDUCATION	10,657.56
8/30/2016	18017	BUS PASS	BUS PASS	2,050.00
8/30/2016	18018	PGMS	SCIENCE CAMP	4,830.00
8/30/2016	18019	TEXTBOOKS	TEXT BOOK FEES	397.70
8/30/2016	18020	PGMS	DONATION	286.00
8/30/2016	18021	Robert Down Elementary	DONATION	860.00
8/30/2016	18022	Robert Down Elementary	DONATION	705.00
8/30/2016	18023	Calvary High School	SPECIAL RESERVE	500.00
8/30/2016	18024	MBCS/Monterey Bay Charter ...	SPECIAL RESERVE	17,932.74
8/30/2016	18025	RETIREE INSURANCE	RETIREE INSURANCE	5,354.43
8/30/2016	18026	ROP	Class Fees	900.00
8/30/2016	18027	ROP	Class Fees	150.00
8/30/2016	18028	ROP	Class Fees	520.00
8/30/2016	18029	ROP	Class Fees	200.00
8/30/2016	18030	PG&E	FACILITIES	2,500.00
8/30/2016	18031	ADULT EDUCATION	ADULT EDUCATION	7,925.28
8/30/2016	18032	ADULT EDUCATION	ADULT EDUCATION	3,874.50
8/30/2016	18033	BASRP-RD	BASRP	2,497.50
8/30/2016	18034	BASRP-FG	BASRP	12,372.00
Jul 1 - Aug 30, '16				<u>439,978.25</u>

**SUBJECT:** Revolving Cash Report No. 1

**PERSON(S) RESPONSIBLE:** Rick Miller, Assistant Superintendent for Business Services

---

**RECOMMENDATION:**

As Assistant Superintendent for Business Services, I have reviewed the Revolving Cash payments for consistency with District budget policy and accounting practices and certify their consistency and recommend approval of the payments by the Board.

**BACKGROUND:**

The attached listing identifies payments made from the Revolving Cash Fund during the period from June 17, 2016 through August 30, 2016.

**INFORMATION:**

Prior to the approval of the identified payments, appropriate District procedures were followed and authorizations obtained.



**REVOLVING CASH**  
**BOARD REPORT # 1**  
 June 17, 2016- August 30, 2016

Date	Num	Name	Account	Amount
Jun 17 - Aug 30, '16				
6/22/2016		DEPOSIT	none	4,350.20
6/24/2016	5054	Harden Middle School	BUSINESS OFFICE	-200.00
7/29/2016	5055	Juanita Nita Griffin	ADULT EDUCATION	-150.00
7/29/2016	5056	John Steers	ADULT EDUCATION	-150.00
7/29/2016	5057	Sarah Eby	ADULT EDUCATION	-165.00
7/29/2016	5058	Kathleen Fischer	ADULT EDUCATION	-95.00
7/29/2016	5059	Claudia Vierendeis	ADULT EDUCATION	-95.00
7/29/2016	5060	Jo Linda Thompson	ADULT EDUCATION	-95.00
7/29/2016	5061	Keith Tadler	ADULT EDUCATION	-95.00
7/29/2016	5062	Peter Nodzenski	ADULT EDUCATION	-95.00
7/29/2016	5063	Carol Johnson	ADULT EDUCATION	-95.00
7/29/2016	5064	Susan Hynes	ADULT EDUCATION	-95.00
7/29/2016	5065	Mark Hynes	ADULT EDUCATION	-95.00
7/29/2016	5066	Toula Hubbard	ADULT EDUCATION	-95.00
7/29/2016	5067	Summer Coe	ADULT EDUCATION	-80.00
7/29/2016	5068	Lois Standley	ADULT EDUCATION	-95.00
7/29/2016	5069	Chris Sammis	ADULT EDUCATION	-95.00
7/29/2016	5070	Lynn Clements	ADULT EDUCATION	-80.00
7/29/2016	5071	Ralph and Felicia Spencer	ADULT EDUCATION	-335.00
7/29/2016	5072	Maha Habta	ADULT EDUCATION	-85.00
7/29/2016	5073	Patricia Alhona	ADULT EDUCATION	-150.00
7/29/2016	5074	Elba Natal	ADULT EDUCATION	-110.00
7/29/2016	5075	James Stewart	ADULT EDUCATION	-65.00
7/29/2016	5076	Marlena Slade	ADULT EDUCATION	-150.00
7/29/2016	5077	Katharina Harlow	ADULT EDUCATION	-75.00
7/29/2016	5078	Celine Laubsch	ADULT EDUCATION	-40.00
7/31/2016		ANALYSIS CHARGE	none	-170.81
7/31/2016		ANALYSIS CHARGE	none	-179.32
8/17/2016	5079	Candace Villarta	ADULT EDUCATION	-300.00
8/24/2016	5080	M/M MacLaren	TEXT BOOK FEES	-16.00
8/24/2016	5081	Ethan Howe	ADULT EDUCATION	-45.00
8/24/2016	5082	Diane Cassam	ADULT EDUCATION	-42.50
8/24/2016	5083	Li Isack	TEXT BOOK FEES	-61.00
8/24/2016	5084	Zia Ahmad	TEXT BOOK FEES	-15.00
8/24/2016	5085	Amy Jones	BASRP	-205.00
8/24/2016	5086	Sandra Hammon	TEXT BOOK FEES	-92.00
8/24/2016	5087	Jamaica Sinclair	TEXT BOOK FEES	-15.00
8/24/2016	5088	M/M Gibson	TEXT BOOK FEES	-62.00
Jun 17 - Aug 30, '16				<u>266.57</u>

**SUBJECT:** 2016-17 Budget Revision #1

**PERSON RESPONSIBLE:** Rick Miller, Assistant Superintendent for Business Services

---

**RECOMMENDATION:**

The District Administration recommends that the Board review and approve these proposed budget revisions.

**BACKGROUND:**

Throughout the year, the budgets of the District's various funds are revised to reflect changing financial conditions, or as the result of Board decisions which have a budgetary impact. Budget revisions are usually necessary early in the fiscal year (September) to update the beginning fund balances following the close-out of the prior year. Budget revisions are also included in the First Interim Report (December) and the Second Interim Report (March). The last Budget revision is usually done towards the end of the fiscal year (May).

The proposed budget revisions are reflected in the column titled "Changes". The column to the left of the Changes is the current version of the Board-approved budget. The column to the right of Changes will become the official budget once the Board formally approves those changes. A detailed list of the purpose of each budget revision is shown at the bottom of each Fund page.

**INFORMATION:**

The financial condition of the District remains positive with reserves in place and cash flow being met.

Some of the major budget revisions include:

- 1) Beginning Balances now reflect actual balances, no longer estimated balances.
- 2) Donation carryover, which was held in reserve, is now posted to various expenditure budgets.
- 3) The budget for Mandated Costs has been decreased by \$305,852 due to lower estimates for unpaid Mandated Costs from previous years. We are still expecting to receive approximately \$750,000 in debt repayment for this program this year.
- 4) The new STRS On Behalf program is a way for the state to give school districts the funds for the state's share of the increased costs of STRS retirement payments. This funding is \$1,069,018 in additional revenue as well as additional expense, so there is no net change to the ending fund balance.
- 5) The budget for the new CTEIG program has been posted, totaling \$126,894
- 6) The budget for Services has been reduced by \$113,529 due to a reduction in Special Ed MCOE billback costs.

**FISCAL IMPACT:**

The fiscal impact is reflected in the attached reports.



## Budget Revisions - General Fund 01

	Original Budget	Rev #1 Changes		Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	<b>4,064,031</b>	<b>1,385,291</b>		<b>5,449,322</b>			-		-	
<b>Revenues</b>										
LCFF	26,193,841	9,304	a	26,203,145			-		-	
Federal Revenues	636,389	-		636,389			-		-	
State Revenues	1,257,765	890,060	b	2,147,825			-		-	
Local Revenues	1,055,570	59,029	c	1,114,599			-		-	
<b>Total Revenues</b>	<b>29,143,565</b>	<b>958,393</b>		<b>30,101,958</b>	-	-	-	-	-	-
<b>Expenditures</b>										
Certificated Salaries	14,750,828	164,935	d	14,915,763			-		-	
Classified Salaries	5,053,206	32,142	e	5,085,348			-		-	
Benefits	4,543,683	986,254	f	5,529,937			-		-	
Books & Supplies	1,191,321	345,511	g	1,536,832			-		-	
Services	2,549,776	(27,469)	h	2,522,307			-		-	
Capital Outlay	12,529	8,437	i	20,966			-		-	
Other Outgo	705,579	(113,529)	j	592,050			-		-	
Indirect Costs	(21,672)	-		(21,672)			-		-	
<b>Total Expenditures</b>	<b>28,785,250</b>	<b>1,396,281</b>		<b>30,181,531</b>	-	-	-	-	-	-
<b>Surplus (Deficit)</b>	<b>358,315</b>			<b>(79,573)</b>		-		-		-
<b>Transfers In (Out)</b>	<b>(60,209)</b>	-		<b>(60,209)</b>		(77,126)		(77,126)		(77,126)
<b>Ending Fund Balance</b>	<b>4,362,137</b>			<b>5,309,540</b>		<b>(77,126)</b>		<b>(77,126)</b>		<b>(77,126)</b>

Components of Ending Fund Balance									
a Revolving Cash	5,000	-		5,000			-		-
b Restricted Balance	623,430	89,010		712,440			-		-
c Committed		-					-		-
d Assigned	2,808,707	876,141		3,684,848			-		-
e Resv for Ec Unc	925,000	(17,748)		907,252			-		-
<b>Ending Fund Balance</b>	<b>4,362,137</b>	<b>947,403</b>		<b>5,309,540</b>	-	-	-	-	-

9,304 a to increase budget due to decrease in MCOE transfer for Special Ed services

890,060 b to increase budget due to 1) new program for STRS-On-Behalf (\$1,069,018), 2) new CTEIG program (\$126,894) and 3) decrease in the amount expected from Mandated Cost reimbursement (\$-305,852)

59,029 c to increase budget due to 1) increase in ROP (\$7,465) and 2) receipt of first half of ACSA stipend (\$51,564)

164,935 d to increase budget due to 1) new IT Dir position (\$124,129), 2) ACSA stipends (\$22,000), 3) Sped FTEs (\$165,712), 4) revised encumbrances (\$-151,105), 5) CTE incentive grant (\$4,200)

32,142 e to increase budget due to 1) Sped FTEs (\$27,398), 2) ACSA stipends (\$29,406), 3) revised encumbrances (\$-37,862)

986,254 f to increase budget due to 1) new program for STRS-On-Behalf (\$1,069,018), 2) new IT Dir position (\$19,448), 3) new Sped class FTEs (\$32,313), and 4) revised encumbrances (\$-144,225).

345,511 g to increase budget due to 1) posting of prior year Donation carryover (\$281,299), 2) CTE Incentive Grant (\$13,500), 3) Sped textbooks (17,200), 4) ROP fees (\$7,465), 5) posting of carryover (\$6,187) and 6) Sped materials (\$3,000)

(27,469) h to decrease budget due to 1) revised contract with MPUSD for Sped services (\$-118,000), 2) elimination of Non Public Schools contract (\$-60,675), 3) increase in Sped CCKF contract (\$173,367), increase in Prof Development (\$7,200)

8,437 i to increase budget due to 1) posting of prior year carryover (\$7,123) and 2) MERMA grant uniforms (\$1,314)

(113,529) j to decrease budget due to reduction of MCOE billback for Special Ed

## Budget Revisions - Adult Ed Fund 11

	Original Budget	Rev #1 Changes		Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
Beginning Balance	623,983	150,931		774,914					-	
<b>Revenues</b>										
LCFF		-							-	
Federal Revenues	70,000	-		70,000			-		-	
State Revenues	1,137,000	53,051	a	1,190,051			-		-	
Local Revenues	540,000	200	b	540,200			-		-	
<b>Total Revenues</b>	<b>1,747,000</b>	<b>53,251</b>		<b>1,800,251</b>	-	-	-	-	-	-
<b>Expenditures</b>										
Certificated Salaries	520,000	228,423	c	748,423			-		-	
Classified Salaries	315,000	60,768	d	375,768			-		-	
Benefits	170,000	98,424	e	268,424			-		-	
Books & Supplies	95,000	76,700	f	171,700			-		-	
Services	49,000	3,079	g	52,079			-		-	
Capital Outlay	-	-		-					-	
Other Outgo	-	-		-					-	
Indirect Costs	-	-		-					-	
<b>Total Expenditures</b>	<b>1,149,000</b>	<b>467,394</b>		<b>1,616,394</b>	-	-	-	-	-	-
<b>Surplus (Deficit)</b>	<b>598,000</b>			<b>183,857</b>		-		-	-	-
<b>Transfers In (Out)</b>	<b>-</b>	<b>-</b>		<b>-</b>	-	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>1,221,983</b>			<b>958,771</b>		-		-		-
<b>Components of Ending Fund Balance</b>										
a Revolving Cash	-	-		-	-		-		-	
b Restricted Balances					-		-		-	
c Committed									-	
d Assigned		-			-				-	
e Resv for Ec Unc	1,221,983	(263,212)		958,771			-		-	
<b>Ending Fund Balance</b>	<b>1,221,983</b>			<b>958,771</b>		-		-		-

53,051 a to increase budget due to STRS On Behalf program

200 b to increase budget due to donations received

228,423 c to decrease budget due to new classes added

60,768 d to increase budget due to new classes added

98,424 e to increase budget due to new classes added

76,700 f to increase budget due to new classes added

3,079 g to increase budget due to new classes added

## Budget Revisions - Child Development Fund 12

	Original Budget	Rev #1 Changes		Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	18,225	45,306		63,531					-	
<b>Revenues</b>										
LCFF	-	-					-		-	
Federal Revenues	-	-					-		-	
State Revenues	95,351	3,836	a	99,187			-		-	
Local Revenues	370,000	-		370,000			-		-	
<b>Total Revenues</b>	<b>465,351</b>	<b>3,836</b>		<b>469,187</b>	-	-	-	-	-	-
<b>Expenditures</b>										
Certificated Salaries	63,000	3,438	b	66,438			-		-	
Classified Salaries	262,025	3,423	c	265,448			-		-	
Benefits	86,891	4,924	d	91,815			-		-	
Books & Supplies	15,000	-		15,000			-		-	
Services	2,000	-		2,000			-		-	
Capital Outlay	14,763	-		14,763			-		-	
Other Outgo	21,672	-		21,672			-		-	
Indirect Costs		-		-			-		-	
<b>Total Expenditures</b>	<b>465,351</b>	<b>11,785</b>		<b>477,136</b>	-	-	-	-	-	-
<b>Surplus (Deficit)</b>	-	(7,949)		(7,949)		-		-		-
<b>Transfers In (Out)</b>	-	-		-	-				-	-
<b>Ending Fund Balance</b>	<b>18,225</b>			<b>55,582</b>		-	-	-		-
<b>Components of Ending Fund Balance</b>										
a Revolving Cash		-		-	-	-	-	-	-	-
b Restricted Balances		-		-	-	-	-	-	-	-
c Committed										
d Assigned										
e Resv for Ec Unc	18,225	37,357		55,582			-		-	
<b>Ending Fund Balance</b>	<b>18,225</b>			<b>55,582</b>		-	-	-		-

3,836 a to increase budget due to STRS On Behalf program

3,438 b to increase budget due to encumbrances of salaries and benefits

3,423 c to increase budget due to encumbrances of salaries and benefits

4,924 d to increase budget due to encumbrances of salaries and benefits



## Budget Revisions - Cafeteria Fund 13

	Original Budget	Rev #1 Changes		Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	8,785	(105)		8,680					-	
<b>Revenues</b>										
LCFF		-					-		-	
Federal Revenues	177,000	-		177,000					-	
State Revenues	19,000	-		19,000					-	
Local Revenues	400,000	-		400,000					-	
<b>Total Revenues</b>	<b>596,000</b>	<b>-</b>		<b>596,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditures</b>										
Certificated Salaries		-					-		-	
Classified Salaries	267,747	7,379	a	275,126					-	
Benefits	67,000	(1,373)	b	65,627					-	
Supplies	275,000	10,600	c	285,600					-	
Services	13,000	150	d	13,150					-	
Capital Outlay		-			-		-		-	
Other Outgo	-	-		-	-		-		-	
Indirect Costs	-	-		-	-		-		-	
<b>Total Expenditures</b>	<b>622,747</b>	<b>16,756</b>		<b>639,503</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Surplus (Deficit)</b>	<b>(26,747)</b>			<b>(43,503)</b>		<b>-</b>		<b>-</b>		<b>-</b>
<b>Transfers In (Out)</b>	<b>40,783</b>	<b>-</b>		<b>40,783</b>						
<b>Ending Fund Balance</b>	<b>22,821</b>			<b>5,960</b>		<b>-</b>		<b>-</b>		<b>-</b>
<b>Components of Ending Fund Balance</b>										
a Revolving Cash		-			-					
b Restricted Balances		-		-	-		-		-	-
c Committed										
d Assigned										
e Resv for Ec Unc	22,821	(16,861)		5,960					-	
<b>Ending Fund Balance</b>	<b>22,821</b>			<b>5,960</b>		<b>-</b>		<b>-</b>		<b>-</b>

7,379 a to increase budget due to revision of encumbered salaries and benefits

(1,373) b to decrease budget due to revision of encumbered salaries and benefits and the new STRS On Behalf program

10,600 c to increase budget due to increased food costs

150 d to increase budget due to increase in contract amount

## Budget Revisions - Deferred Maintenance Fund 14

	Original Budget	Rev #1 Changes		Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	394,820	(14,640)		380,180					-	
<b>Revenues</b>										
LCFF		-			-		-		-	
Federal Revenues		-					-		-	
State Revenues	93,372	-		93,372			-		-	
Local Revenues	4,000	-		4,000			-		-	
<b>Total Revenues</b>	<b>97,372</b>	<b>-</b>		<b>97,372</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditures</b>										
Certificated Salaries		-			-		-		-	
Classified Salaries		-					-		-	
Benefits		-					-		-	
Supplies	30,000	-		30,000			-		-	
Services	60,000	100,667	<b>a</b>	160,667			-		-	
Capital Outlay	-	-		-	-		-		-	
Other Outgo	-	-		-	-		-		-	-
Indirect Costs	-	-		-	-	-	-		-	-
<b>Total Expenditures</b>	<b>90,000</b>	<b>100,667</b>		<b>190,667</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Surplus (Deficit)</b>	<b>7,372</b>			<b>(93,295)</b>		<b>-</b>		<b>-</b>		<b>-</b>
<b>Transfers In (out)</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Fund Balance</b>	<b>402,192</b>			<b>286,885</b>		<b>-</b>		<b>-</b>		<b>-</b>
<b>Components of Ending Fund Balance</b>										
<b>a</b> Revolving Cash	-	-		-	-	-	-	-	-	-
<b>b</b> Restricted Balances		-		-	-	-	-	-	-	-
<b>c</b> Committed										
<b>d</b> Assigned										
<b>e</b> Resv for Ec Unc	402,192	(115,307)		286,885			-		-	
<b>Ending Fund Balance</b>	<b>402,192</b>			<b>286,885</b>		<b>-</b>		<b>-</b>		<b>-</b>

**100,667** **a** to increase budget due to 1) MS floor replacement (\$71,703), 2) RD flooring and painting (\$18,529), 3) tree trimming (\$9,500), and 4) David Ave Preschool painting (\$935)

## Budget Revisions - Post Emp Benefits Fund 20

	Original Budget	Rev #1 Changes	Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	177,065	427	177,492					-	
<b>Revenues</b>									
LCFF	-	-	-	-		-		-	
Federal Revenues	-	-	-	-		-		-	
State Revenues	-	-	-	-		-		-	
Local Revenues	600	-	600			-		-	
<b>Total Revenues</b>	<b>600</b>	<b>-</b>	<b>600</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditures</b>									
Certificated Salaries	-	-	-	-	-	-	-	-	-
Classified Salaries	-	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-	-
Books & Supplies	-	-	-	-	-	-	-	-	-
Services	-	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-	-
Other Outgo	-	-	-	-	-	-	-	-	-
Indirect Costs	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Surplus (Deficit)</b>	<b>600</b>		<b>600</b>		<b>-</b>		<b>-</b>		<b>-</b>
<b>Transfers In (Out)</b>	19,426	-	19,426			-			
<b>Ending Fund Balance</b>	<b>197,091</b>		<b>197,518</b>		<b>-</b>		<b>-</b>		<b>-</b>

### Components of Ending Fund Balance

<b>a</b> Revolving Cash		-	-	-	-	-	-	-	-
<b>b</b> Restricted Balances									
<b>c</b> Committed									
<b>d</b> Assigned		-	-	-	-	-	-	-	-
<b>e</b> Resv for Ec Unc	197,091	427	197,518			-		-	
<b>Ending Fund Balance</b>	<b>197,091</b>		<b>197,518</b>		<b>-</b>		<b>-</b>		<b>-</b>

-

No Changes



## Budget Revisions - Building Fund 21

	Original Budget	Rev #1 Changes		Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	571,954	(29,848)		542,106					-	
<b>Revenues</b>										
LCFF	-	-		-	-		-		-	
Federal Revenues	-	-		-	-		-		-	
State Revenues	-	-		-	-		-		-	
Local Revenues	2,403,000	-		2,403,000	-		-		-	
<b>Total Revenues</b>	<b>2,403,000</b>	<b>-</b>		<b>2,403,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditures</b>										
Certificated Salaries	-	-		-	-		-		-	
Classified Salaries	-	-		-	-		-		-	
Benefits	-	-		-	-		-		-	
Supplies	500,000	(10,000) <b>a</b>		490,000			-		-	
Services	-	14,237 <b>b</b>		14,237			-		-	
Capital Outlay	-	454,932 <b>c</b>		454,932			-		-	
Other Outgo	-	-		-	-		-		-	
Indirect Costs	-	-		-	-		-		-	
<b>Total Expenditures</b>	<b>500,000</b>	<b>459,169</b>		<b>959,169</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Surplus (Deficit)</b>	<b>1,903,000</b>			<b>1,443,831</b>		<b>-</b>		<b>-</b>		<b>-</b>
<b>Transfers In (Out)</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Fund Balance</b>	<b>2,474,954</b>			<b>1,985,937</b>		<b>-</b>		<b>-</b>		<b>-</b>
<b>Components of Ending Fund Balance</b>										
<b>a</b> Revolving Cash		-		-	-	-	-	-	-	-
<b>b</b> Restricted Balances										
<b>c</b> Committed										
<b>d</b> Assigned		-		-	-	-	-	-	-	-
<b>e</b> Resv for Ec Unc	2,474,954	(489,017)		1,985,937			-		-	
<b>Ending Fund Balance</b>	<b>2,474,954</b>			<b>1,985,937</b>		<b>-</b>		<b>-</b>		<b>-</b>

(10,000) **a** to decrease budget due to transfer of budget between object codes

14,237 **b** to increase budget due to 1) GO bond payment for Measure D (\$2,310), 2) purchase of Chrome software (8,950), and 3) increase in ALEKS software subscription (\$2,977)

454,932 **c** to increase budget due to 1) transfer of budget between object codes (\$10,000), 2) cost of RD lunch area (\$444,932)

## Budget Revisions - Capital Projects Fund 40

	Original Budget	Rev #1 Changes		Unaud Actuals	Rev #2 Changes	First Interim	Rev #3 Changes	Second Interim	Rev #4 Changes	Final Budget
<b>Beginning Balance</b>	585,310	(13,355)		571,955					-	
<b>Revenues</b>										
LCFF	-	-		-	-		-		-	
Federal Revenues	-	-		-	-		-		-	
State Revenues	-	-		-	-		-		-	
Local Revenues	220,000	14,082	a	234,082			-		-	
<b>Total Revenues</b>	<b>220,000</b>	<b>14,082</b>		<b>234,082</b>	-	-	-	-	-	-
<b>Expenditures</b>										
Certificated Salaries	-	-		-	-		-	-	-	
Classified Salaries	-	-		-	-		-	-	-	
Benefits	-	-		-	-		-	-	-	
Books & Supplies	50,000	22,342	b	72,342			-	-	-	
Services	50,000	68,673	c	118,673			-	-	-	
Capital Outlay	100,000	226,000	d	326,000			-	-	-	
Other Outgo	-	29,435	e	29,435			-	-	-	
Indirect Costs	-	-		-			-	-	-	
<b>Total Expenditures</b>	<b>200,000</b>	<b>346,450</b>		<b>546,450</b>	-	-	-	-	-	-
<b>Surplus (Deficit)</b>	<b>20,000</b>			<b>(312,368)</b>		-		-		-
<b>Transfers In (Out)</b>	<b>-</b>	<b>-</b>		<b>-</b>	-	-	-	-	-	-
<b>Ending Fund Balance</b>	<b>605,310</b>			<b>259,587</b>		-		-		-
<b>Components of Ending Fund Balance</b>										
a Revolving Cash		-		-	-	-	-	-	-	-
b Restricted Balances										
c Committed										
d Assigned		-		-	-	-	-	-	-	-
e Resv for Ec Unc	605,310	(345,723)		259,587			-	-	-	-
<b>Ending Fund Balance</b>	<b>605,310</b>			<b>259,587</b>		-		-		-

14,082 a to increase budget due to increase in Monterey Bay Charter School lease

22,342 b to increase budget due to equipping new Robert Down Special Ed classroom

68,673 c to increase budget due to Middle School elevator repair

226,000 d to increase budget due to final costs of FG entrance and RD lunch area

29,435 e to increase budget due to lease of Bus #8

**SUBJECT:** Approval of Contract with Wonder Woofs K-9 Narcotic Search Unit

**PERSON(S) RESPONSIBLE:** Barbara Martinez, Director of School Safety

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**RECOMMENDATION:**

The Administration recommends that the Board review and approve the contract for services with Wonder Woofs K-9 Narcotic Unit to provide search and drug prevention services to the District.

**BACKGROUND:**

Pacific Grove Unified School District promotes a drug and alcohol free environment. In an effort to continue our proactive approach to the deterrence of drug use, and to maintain its place in our district comprehensive school plan, our schools would like to continue to utilize the services of Wonder Woofs K-9 Narcotic Search Unit for the 2016-2017 school year.

**INFORMATION:**

Wonder Woofs K-9 Narcotic Search Unit is a service that provides K-9 drug searches and demonstrations to district schools. They serve as a visual deterrent for drug use on school campuses, elementary through high school. They also provide safety presentations to students regarding the use of service dogs working with first responders in emergency situations.

**FISCAL IMPACT:**

The fiscal impact for the 2016-2017 school year is \$3,000.00 from the district safety budget.

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT****AGREEMENT FOR CONTRACTOR SERVICES**

(To be used for provision of services involving potential for liability exposure for District)

THIS AGREEMENT is hereby entered into by the **Pacific Grove Unified School District**, hereinafter referred to as DISTRICT, and:

<u>Wander W. Cross</u>	<u>416-1833898</u>		
CONTRACTOR	SOCIAL SECURITY NUMBER OR BUSINESS ID #		
<u>12661 PAYETTE CIR</u>	<u>HOLLISTER</u>	<u>CA</u>	<u>95023</u>
MAILING ADDRESS	CITY	STATE	ZIP

hereinafter referred to as CONTRACTOR.

CONTRACTOR agrees to provide to DISTRICT the services enumerated in Section G of this Agreement under the following terms and conditions:

- A. Services shall begin on 8/8/16 and shall be completed on or before MAY 31, 2017
- B. CONTRACTOR understands and agrees that CONTRACTOR and CONTRACTOR'S employees are not employees of the DISTRICT and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. CONTRACTOR shall assume full responsibility for payment of all Federal, State and local taxes or contribution including Unemployment Insurance, Social Security, and Income Taxes with respect to CONTRACTOR'S employees.
- C. CONTRACTOR shall furnish, at CONTRACTOR'S own expense, all labor, materials equipment and other items necessary to carry out the terms of this Agreement.
- D. In the performance of the work herein contemplated, CONTRACTOR is an independent contractor, with the authority to control and direct the performance of the details of the work, DISTRICT being interested only in the results obtained.
- E. CONTRACTOR agrees to defend, indemnify and hold harmless the DISTRICT, its Board of Trustees, employees and agents from any and all liability or loss arising in any way out of CONTRACTOR'S negligence in the performance of this Agreement, including but not limited to any claim due to injury and/or damage sustained by CONTRACTOR, and/or the CONTRACTOR'S employees or agents.



**AGREEMENT FOR CONTRACTOR SERVICES (continued)**

This Agreement is entered into this 8 day of August, 192016.

For the Site/Program:

Barbara Martinez  
Site/Program Administrator Date

For the District:

Billie Manley 8/26/16  
Director of Human Resources Date

[Signature] 8/26/16  
Assistant Superintendent Date

For the Contractor:

Wonder Woods Sean Haggitt  
Name Janelle Haggitt

Owner  
Title 8-8-16  
Date

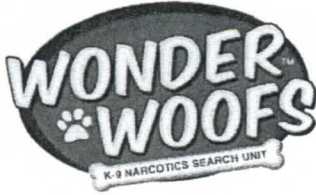
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**NOTE:** PARAGRAPH "F" ABOVE IS HEREBY WAIVED IF SIGNED BELOW.

\_\_\_\_\_  
Assistant Superintendent

\_\_\_\_\_  
Date

- All signatures must be obtained before services are provided. -



## SERVICE AGREEMENT

This service agreement is made effective as of August 18, 2016 by and between Sean & Janelle Haggett of Wonder Woofs, and Pacific Grove Unified School District.

1. DESCRIPTION OF SERVICES. Beginning on August 18, 2016, Wonder Woofs will provide Pacific Grove High School the following services:

- a. Wonder Woofs will provide up to two certified narcotic search dogs per campus visit.
- b. Campus visits will be agreed upon in advance by Wonder Woofs and Pacific Grove Unified School District.
- d. All Campus visits will be supervised by an administrative staff member provided / assigned by Pacific Grove Unified School District.

2. PAYMENT OF SERVICES. In exchange for services, Wonder Woofs requests that Pacific Grove Unified School District pay for services <sup>each</sup> at the completion of mutually agreed site visits.

3. TERM. This agreement will terminate upon the end of the 2017 school year.

4. CONFIDENTIALITY. Wonder Woofs, and its employees, agents, or representatives, will not, either directly or indirectly, divulge, disclose, or communicate any information that is proprietary to Pacific Grove Unified School District. Wonder Woofs will protect such information and treat it as confidential.

5. INDEMNIFICATION. Pacific Grove Unified School District agrees to indemnify and hold Wonder Woofs harmless from all claims, loses, expenses, fees including attorney fees, costs, and judgments that may be asserted against Pacific Grove Unified School District.

Barbara Martney 8/8/16

(Printed name of Client/Agent)

Sean Haggett 8/8/16

(Printed name of Provider/Agent)

(Signature & Date of Client/Agent)

(Signature & Date of Provider/ Agent)

**SUBJECT:** Approval of the Pacific Grove Adult Education Teachers Compensation Adjustment

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

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**RECOMMENDATION:**

The District Administration recommends that the Board approve an increase to the hourly rate paid to Adult Education teachers.

**BACKGROUND:**

Each year District Administration meets with representatives of the Pacific Grove Adult School to come to agreement on policy language and compensation changes. Any change to the hourly rate of Adult Education teachers requires approval by the Board.

**INFORMATION:**

The District met with the Adult Education teachers who requested an increase to their hourly rate of 7%, non-retroactive for the 2016-17 school year effective July 1, 2016 through June 30, 2017. Because the total budget for Adult Ed teacher salaries is approximately \$525,000, a 7.00% increase (for example) would cost approximately \$36,750.

**FISCAL IMPACT:**

Approximately \$36,750, from the Adult Education Fund.



**SUBJECT:** Approve Resolution #983 for the Gann Limits for 2015-16 and 2016-17

**PERSON RESPONSIBLE:** Rick Miller, Assistant Superintendent for Business Services

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**RECOMMENDATION:**

The District Administration recommends that the Board approve Resolution #983 for the Gann Limit calculation.

**BACKGROUND:**

In 1979, the voters in California adopted Proposition 4, which added an amendment to the State Constitution regarding maximum appropriation limitations for public agencies. Each year, school districts in California are required to compute a final Gann Limit for the preceding fiscal year and to adopt an estimated appropriations limit for the current year. Although districts are required to compute their Gann Limits, legislation regarding Proposition 4 exempted school districts from the requirements of the limit, by allowing any increase in a school district's Gann Limit to be offset by a reduction in the State of California's Gann limit.

**INFORMATION:**

This resolution summarizes the District's newly computed Gann Limit for 2015-16, and the estimated appropriation for 2016-17. As in prior years, the calculation is simply an adjustment of the prior year limit with inflation and ADA factors applied. The revised amount is then compared with the level of expenditures which are theoretically limited by the revised limit. In the 2015-16 year, District expenditures did not exceed the Gann Limit.

**FISCAL IMPACT:**

No fiscal impact.

PACIFIC GROVE UNIFIED SCHOOL DISTRICT

RESOLUTION #983

RESOLUTION FOR ADOPTING THE GANN LIMITS FOR 2015-16 and 2016-17

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII B to the California Constitution; and

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits", for public agencies, including school districts; and

WHEREAS, the District must establish a revised Gann Limit for the 2015-16 fiscal year and a projected Gann Limit for the 2016-17 fiscal year in accordance with the provisions of Article XIII B and applicable statutory law; and

WHEREAS, Government Code Section 7902.1 provides that the school districts may increase their Gann Limit under specified circumstances;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education does provide public notice that the calculations and documentation of the Gann limits for the 2015-16 and 2016-17 fiscal years were made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby provided public notice that the calculations and documentation do not include a need to increase the 2015-16 Gann Limit pursuant to the provisions of G. C. 7902.1;

AND BE IT FURTHER RESOLVED that the Superintendent does not, therefore, need to notify the Director of the State Department of Finance of a need to further increase the District's Gann Limit;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2015-16 and 2016-17 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent make available this resolution along with appropriate documents to interested citizens of this district.

PASSED AND ADOPTED by the Board of Education of Pacific Grove Unified School District this 8th day of September, 2016 by the following votes:

AYES:

NOES:

ABSENTS:

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John Paff, Clerk of the Governing Board

	2015-16 Calculations			Action/Discussion Item B 2016-17 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
	2014-15 Actual			2015-16 Actual		
<b>A. PRIOR YEAR DATA</b> (2014-15 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)						
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	24,773,133.22		24,773,133.22			27,303,786.07
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	1,960.63		1,960.63			2,081.36
ADJUSTMENTS TO PRIOR YEAR LIMIT						
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)		0.00				0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
<b>B. CURRENT YEAR GANN ADA</b> (2015-16 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	2015-16 P2 Report			2016-17 P2 Estimate		
1. Total K-12 ADA (Form A, Line A6)	2,081.36		2,081.36	2,080.45		2,080.45
2. Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			2,081.36			2,080.45
<b>C. LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED TAXES AND SUBVENTIONS (Funds 01, 09, and 62)</b>	2015-16 Actual			2016-17 Budget		
1. Homeowners' Exemption (Object 8021)	115,842.64		115,842.64	140,588.00		140,588.00
2. Timber Yield Tax (Object 8022)	0.00		0.00	0.00		0.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	0.00		0.00	0.00		0.00
4. Secured Roll Taxes (Object 8041)	20,985,500.85		20,985,500.85	21,884,383.00		21,884,383.00
5. Unsecured Roll Taxes (Object 8042)	807,516.30		807,516.30	884,038.00		884,038.00
6. Prior Years' Taxes (Object 8043)	226,716.62		226,716.62	506,917.00		506,917.00
7. Supplemental Taxes (Object 8044)	0.00		0.00	0.00		0.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	0.00		0.00	0.00		0.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	95,827.37		95,827.37	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	0.00		0.00	0.00		0.00
12. Parcel Taxes (Object 8621)	2,376.84		2,376.84	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)	(9,854.00)		(9,854.00)	(50,259.00)		(50,259.00)
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	22,223,926.62	0.00	22,223,926.62	23,365,667.00	0.00	23,365,667.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	22,223,926.62	0.00	22,223,926.62	23,365,667.00	0.00	23,365,667.00



	2015-16 Calculations			2016-17 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
<b>EXCLUDED APPROPRIATIONS</b>						
19. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			235,665.89			246,158.98
<b>OTHER EXCLUSIONS</b>						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)			235,665.89			246,158.98
<b>STATE AID RECEIVED (Funds 01, 09, and 62)</b>						
24. LCFF - CY (objects 8011 and 8012)	2,921,728.00		2,921,728.00	2,921,546.00		2,921,546.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	0.00		0.00	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	2,921,728.00	0.00	2,921,728.00	2,921,546.00	0.00	2,921,546.00
<b>DATA FOR INTEREST CALCULATION</b>						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	29,883,288.99		29,883,288.99	29,143,565.00		29,143,565.00
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	61,424.40		61,424.40	25,000.00		25,000.00
<b>APPROPRIATIONS LIMIT CALCULATIONS</b>						
<b>D. PRELIMINARY APPROPRIATIONS LIMIT</b>						
1. Revised Prior Year Program Limit (Lines A1 plus A6)			24,773,133.22			27,303,786.07
2. Inflation Adjustment			1.0382			1.0537
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			1.0616			0.9996
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			27,303,786.07			28,758,491.38
<b>APPROPRIATIONS SUBJECT TO THE LIMIT</b>						
5. Local Revenues Excluding Interest (Line C18)			22,223,926.62			23,365,667.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400; but not greater than Line C26 or less than zero)			249,763.20			249,654.00
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			2,921,728.00			2,921,546.00
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			2,921,728.00			2,921,546.00
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			51,792.76			22,569.12
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			22,275,719.38			23,388,236.12
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			2,921,728.00			2,921,546.00
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			22,275,719.38			
b. State Subventions (Line D8)			2,921,728.00			
c. Less: Excluded Appropriations (Line C23)			235,665.89			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			24,961,781.49			

Action/Discussion Item B

	2015-16 Calculations			2016-17 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
<b>10. Adjustments to the Limit Per Government Code Section 7902.1</b> (Line D9d minus D4; if negative, then zero)  If not zero report amount to: Michael Cohen, Director State Department of Finance Attention: School Gann Limits State Capitol, Room 1145 Sacramento, CA 95814  <b>Summary</b> <b>11. Adjusted Appropriations Limit</b> (Lines D4 plus D10) <b>12. Appropriations Subject to the Limit</b> (Line D9d)			0.00			
	2015-16 Actual			2016-17 Budget		
			27,303,786.07			28,758,491.38
			24,961,781.49			

\* Please provide below an explanation for each entry in the adjustments column.

Nancy Bernahl  
Gann Contact Person

831-646-6516  
Contact Phone Number

**SUBJECT:** Acceptance of the 2015-16 Unaudited Actuals Financial Report

**PERSON RESPONSIBLE:** Rick Miller, Assistant Superintendent for Business Services

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**RECOMMENDATION:**

The District Administration recommends that the Board review and accept the Unaudited Actuals Financial Report for the 2015-16 fiscal year.

**BACKGROUND:**

Following the close of each fiscal year, the District prepares the Unaudited Actuals Financial Report. This report reflects the final posting of all revenues, expenditures, transfers and ending fund balances. This is the final version of the District's financial statements prior to having the reports audited by an independent auditor. Following Board approval, the Unaudited Actuals Financial Report will be submitted to the Monterey County Office of Education for their review and will be made available to the public on the District website at [www.pgusd.org](http://www.pgusd.org).

**INFORMATION:**

The attached reports show the financial activity for each of the District's funds, comparing the 2015-16 fiscal year with prior years. Here are some major points from the attached reports:

**Fund 1** – The General Fund posted revenues of \$29,883,289 and expenditures of \$28,275,427, resulting in a surplus of \$1,607,862. 2015-16 is the third year in a row resulting in a surplus, which resulted in increased reserves. Transfers out of the General Fund were made to the Cafeteria Fund (\$33,558), and the Postemployment Benefits Fund (\$19,426). The District met its 3.0% minimum reserve, and has additional unrestricted reserves now totaling 16.7%.

**Fund 11** – The Adult Education Fund posted revenues of \$1,879,616, and expenditures of \$1,139,372, resulting in a surplus of \$740,244.

**Fund 12** – The Child Development Fund accounts for the financial activity of both the State Preschool and the Before-and-After-School-Recreation-Program (BASRP). This fund posted revenues of \$492,280 and expenditures of \$433,340, resulting in a surplus of \$58,941.

**Fund 13** – The Cafeteria Fund posted revenues of \$573,884 and expenditures of \$607,547, resulting in a deficit of \$33,663. This is the smallest deficit in at least the last ten years. The number of meals served was over 123,629 in 2015-16.

**Fund 14** – The Deferred Maintenance Fund posted revenues of \$96,744 and expenditures of \$179,144 resulting in a deficit of \$82,400. This deficit resulted in the ending fund balance dropping to \$380,180.

**Fund 20** – The Postemployment Benefits Fund receives a \$19,426 transfer from the General Fund each year which shows progress towards funding the unfunded liability of future retiree benefits. Fund 20 now has an ending fund balance of \$177,493.



**Fund 21** – The Building Fund accounts for all revenues and expenditures relating to the Measure D and Measure A bonds. The ending fund balance is now \$542,107 which is assigned to projects at Robert Down (\$271,307) and Forest Grove (\$270,800). Following the completion of the Forest Grove and Robert Down construction projects, Measure D will be fully expended. The second fund release for the Measure A Ed Tech bond will be issued in February, 2016

**Fund 40** – The Capital Projects Fund accounts for all revenues derived from the leases at the David Avenue campus as well as fees for facilities use, which now total about \$276,000 per year. The ending fund balance in this fund will be reserved for future repairs of the High School stadium track and field. Due to several projects completed last year, the ending fund balance dropped to \$571,955.

**FISCAL IMPACT:**

Approval of this report has no fiscal impact.



UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

2015-16 UNAUDITED ACTUAL FINANCIAL REPORT. This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the school district pursuant to Education Code Section 42100.

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

Date of Meeting: Sep 08, 2016

To the Superintendent of Public Instruction:

2015-16 UNAUDITED ACTUAL FINANCIAL REPORT. This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code Section 42100.

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

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

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

For County Office of Education:

Marvalee English  
Name  
Fiscal Analyst  
Title  
831-755-0320  
Telephone  
menglish@montereycoe.org  
E-mail Address

For School District:

Nancy Bernahl  
Name  
Fiscal Officer  
Title  
831-646-6516  
Telephone  
nbernahl@pgusd.org  
E-mail Address

## Fund 1 - General Fund

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Estimate
Beginning Fund Balance - Rest	68,054	11,164	9,233	318,582	269,777	498,525	672,440
Beginning Fund Balance - Unre	4,789,783	4,418,268	3,377,908	3,220,119	3,416,235	4,905,741	5,029,932
<b>Beginning Fund Balance</b>	<b>4,857,837</b>	<b>4,429,433</b>	<b>3,387,141</b>	<b>3,538,701</b>	<b>3,686,011</b>	<b>5,404,267</b>	<b>5,702,373</b>
<b>Revenues:</b>							
LCFF Sources 8000	18,992,015	19,720,016	20,629,518	23,195,795	24,906,372	26,193,841	27,134,682
Federal Sources 8100	751,278	524,382	542,987	645,550	654,521	636,389	661,452
State Sources 8300	2,824,777	2,490,411	3,056,544	772,054	2,961,248	1,257,765	805,073
Local Sources 8600	1,473,621	1,520,750	1,584,081	1,406,262	1,361,147	1,055,570	1,191,774
<b>Total Revenues</b>	<b>24,041,691</b>	<b>24,255,560</b>	<b>25,813,130</b>	<b>26,019,661</b>	<b>29,883,289</b>	<b>29,143,565</b>	<b>29,792,981</b>
percent change	-3.0%	0.9%	6.4%	0.8%	14.8%	-2.5%	2.2%
<b>Expenditures:</b>							
Certificated Salaries 1000	11,973,558	12,659,739	12,875,372	13,132,603	14,068,329	14,750,828	15,043,372
Classified Salaries 2000	3,960,209	4,216,422	4,586,236	4,674,971	5,060,143	5,053,206	5,150,570
Employee Benefits 3000	3,751,315	3,641,615	3,266,328	3,504,505	4,993,957	4,543,683	4,926,876
Books and Supplies 4000	1,036,377	1,081,470	967,149	901,729	1,059,566	1,191,321	1,197,278
Services and Other 5000	3,279,892	3,234,837	3,293,006	2,566,753	2,353,384	2,549,776	2,556,758
Capital Outlay 6000	4,114	4,113	16,643	42,806	56,843	12,529	12,529
Other Outgo 7000	289,806	288,310	545,782	954,598	683,204	683,907	683,907
<b>Total Expenditures</b>	<b>24,295,271</b>	<b>25,126,506</b>	<b>25,550,516</b>	<b>25,777,964</b>	<b>28,275,427</b>	<b>28,785,250</b>	<b>29,571,291</b>
percent change	4.7%	3.4%	1.7%	0.9%	9.7%	1.8%	2.7%
<b>Surplus (Deficit)</b>	<b>(253,580)</b>	<b>(870,946)</b>	<b>262,613</b>	<b>241,697</b>	<b>1,607,862</b>	<b>358,315</b>	<b>221,690</b>
<b>Transfers In (Out)</b>							
Fund 11 - Adult Education	(76,892)	(151,919)	(50,000)				
Fund 12 - Child Development			(2,437)		-		
Fund 13 - Cafeteria	(19,937)		(39,191)	(74,960)	(33,558)	(40,783)	(37,700)
Fund 14 - Deferred Maintenance							
Fund 20 - Postemployment B	(19,426)	(19,426)	(19,426)	(19,426)	(19,426)	(19,426)	(19,426)
Other	168						
<b>Net Transfers In (Out)</b>	<b>(116,087)</b>	<b>(171,345)</b>	<b>(111,054)</b>	<b>(94,386)</b>	<b>(52,984)</b>	<b>(60,209)</b>	<b>(57,126)</b>
<b>Ending Fund Balance</b>	<b>4,488,171</b>	<b>3,387,141</b>	<b>3,538,700</b>	<b>3,686,012</b>	<b>5,240,889</b>	<b>5,702,373</b>	<b>5,866,937</b>

## Components of Ending Fund Balance

a Nonspendable - Revolving	5,000	5,000	5,000	5,000	5,000	5,000	5,000
b Restricted (restricted carryov	50,061	9,233	359,587	269,777	498,525	583,430	500,000
c Committed - Prop 39				181,342			
d Assigned							
Prop Tax Reserve (0.50%)	95,474				109,018	109,018	122,502
Basic Aid Reserve (3.00%)					790,340	790,340	888,853
Sick Leave Incentive Reser	60,000	60,000	60,000	60,000	40,000	40,000	40,000
Deferred Maintenance Reserve					2,975,151	1,531,248	2,188,322
STRS/PERS Reserve 2020-21						1,777,974	1,233,408
e 3% Resv for Econ Uncertain	750,392	758,936	769,847	776,171	822,855	865,364	888,853
Unassigned/Unappropriated	3,187,244	2,553,971	2,344,266	2,393,723			
<b>subtotal Unrestricted Reserve</b>	<b>4,433,110</b>	<b>3,372,907</b>	<b>3,174,113</b>	<b>3,229,893</b>	<b>4,737,364</b>	<b>5,113,943</b>	<b>5,361,936</b>
Undesignated Resv Percent	18.4%	13.3%	12.4%	12.5%	16.7%	17.7%	18.1%
<b>Ending Fund Balance</b>	<b>4,488,171</b>	<b>3,387,141</b>	<b>3,538,700</b>	<b>3,686,012</b>	<b>5,240,890</b>	<b>5,702,373</b>	<b>5,866,936</b>

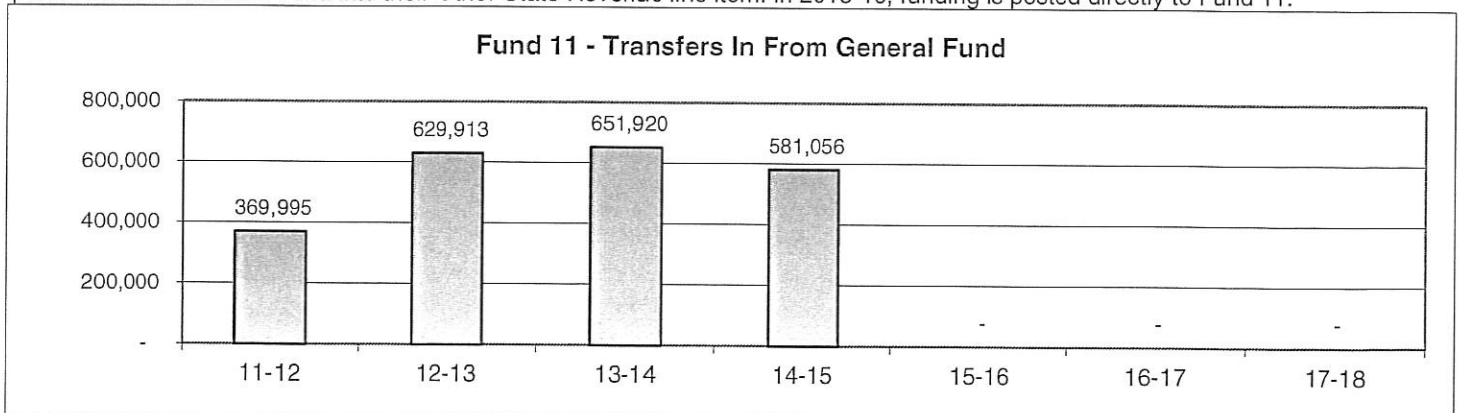
## Fund 11 - Adult Education Fund

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Estimate
<b>Beginning Fund Balance</b>	288,996	(4,597)	-	78,414	34,670	774,914	1,372,914
<b>Revenues:</b>							
Revenue Limit Sources 8000				581,056	143,533		
Federal Revenue 8200	55,742	38,260	59,928	51,820	56,853	70,000	71,000
Other State Revenue 8091	293,103	477,994	601,920		1,174,241	1,137,000	1,137,000
Other Local Revenue 8600	524,808	473,064	461,691	441,702	504,988	540,000	550,000
<b>Total Revenues</b>	<b>873,653</b>	<b>989,318</b>	<b>1,123,539</b>	<b>1,074,578</b>	<b>1,879,616</b>	<b>1,747,000</b>	<b>1,758,000</b>
<b>Expenditures:</b>							
Certificated Salaries 1000	633,357	644,217	585,490	552,841	527,700	520,000	530,000
Classified Salaries 2000	239,069	238,896	277,685	326,129	318,428	315,000	320,000
Employee Benefits 3000	162,661	180,590	146,062	154,288	189,355	170,000	175,000
Books and Supplies 4000	114,225	39,218	58,372	46,140	51,860	95,000	100,000
Services & Other Oper 5000	46,663	33,720	27,515	38,924	43,803	49,000	51,000
Capital Outlay 6000					8,226		
Other Outgo 7100							
Indirect Costs 7300							
<b>Total Expenditures</b>	<b>1,195,975</b>	<b>1,136,641</b>	<b>1,095,124</b>	<b>1,118,322</b>	<b>1,139,372</b>	<b>1,149,000</b>	<b>1,176,000</b>
<b>Surplus (Deficit)</b>	<b>(322,322)</b>	<b>(147,323)</b>	<b>28,414</b>	<b>(43,744)</b>	<b>740,244</b>	<b>598,000</b>	<b>582,000</b>
Transfers In - Fund 1 8900	76,892	151,919	50,000				
<b>Ending Fund Balance</b>	<b>43,567</b>	<b>-</b>	<b>78,414</b>	<b>34,670</b>	<b>774,914</b>	<b>1,372,914</b>	<b>1,954,914</b>

### Components of Ending Fund Balance:

a) Nonspendable - Revolv 9711							
b) Restricted - Donations 9740							
c) Committed 9750							
d) Assigned 9780							
e) Unassigned/Unappropri 9790	43,567		78,414	34,670	774,914	1,372,914	1,954,914
<b>Ending Fund Balance</b>	<b>43,567</b>	<b>-</b>	<b>78,414</b>	<b>34,670</b>	<b>774,914</b>	<b>1,372,914</b>	<b>1,954,914</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

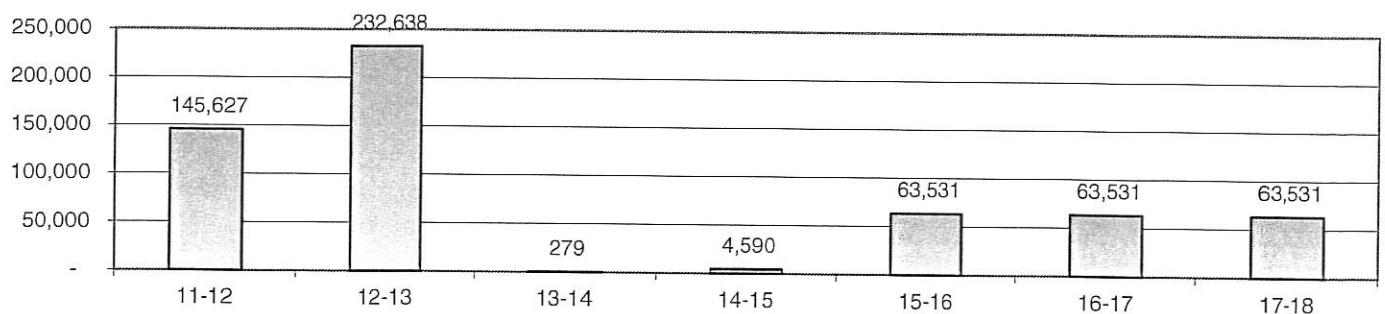
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Estimate
<b>Beginning Fund Balance</b>	38,919	145,627	232,638	279	4,590	63,531	63,531
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8100							
State Revenue (Presch 8500	110,370	101,722	100,323	57,688	110,772	95,351	95,351
Local Revenue (BASRF 8600	384,587	395,144	358,484	351,578	381,508	370,000	370,000
<b>Total Revenues</b>	<b>494,957</b>	<b>496,865</b>	<b>458,807</b>	<b>409,266</b>	<b>492,280</b>	<b>465,351</b>	<b>465,351</b>
<b>Expenditures:</b>							
Certificated Salaries 1000	48,572	48,131	48,622	47,609	61,308	63,000	63,000
Classified Salaries 2000	219,954	229,282	240,802	244,552	257,864	262,025	262,025
Employee Benefits 3000	87,380	87,526	74,758	80,430	86,244	86,891	86,891
Books and Supplies 4000	9,457	4,978	7,750	8,365	5,327	15,000	15,000
Services & Other Oper 5000	1,214	943	2,812	2,326	925	2,000	2,000
Capital Outlay 6000		17,323	297,188			14,763	14,763
Other Outgo 7100							
Indirect Costs 7300	21,672	21,672	21,672	21,672	21,672	21,672	21,672
<b>Total Expenditures</b>	<b>388,249</b>	<b>409,854</b>	<b>693,604</b>	<b>404,955</b>	<b>433,340</b>	<b>465,351</b>	<b>465,351</b>
<b>Surplus (Deficit)</b>	<b>106,708</b>	<b>87,011</b>	<b>(234,796)</b>	<b>4,311</b>	<b>58,941</b>	<b>-</b>	<b>-</b>
<b>Transfers In from Fund 1 8900</b>			2,437		-		
<b>Ending Fund Balance</b>	<b>145,627</b>	<b>232,638</b>	<b>279</b>	<b>4,590</b>	<b>63,531</b>	<b>63,531</b>	<b>63,531</b>

### Components of Ending Fund Balance:

a) Nonspendable - Revolv 9711							
b) Restricted 9740	478						
c) Committed 9750							
d) Assigned 9780							
e) Unassigned-Res for Ec 9789							
Unassigned/Unappropri 9790	145,149	232,641	279	4,590	63,531	63,531	63,531
<b>Ending Fund Balance</b>	<b>145,627</b>	<b>232,641</b>	<b>279</b>	<b>4,590</b>	<b>63,531</b>	<b>63,531</b>	<b>63,531</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 12 - Ending Fund Balance**



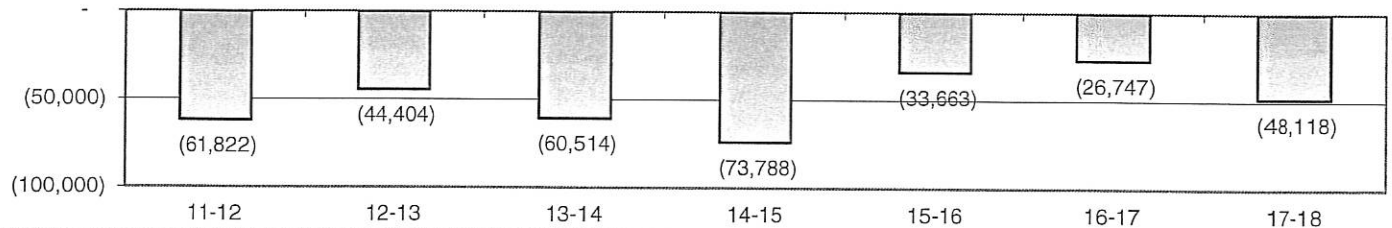
## Fund 13 - Cafeteria Fund

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Estimate
<b>Beginning Fund Balance</b>	50,396	73,341	28,936	7,613	8,785	8,680	22,716
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8200	144,822	168,653	176,708	175,993	191,656	177,000	180,000
Other State Revenue 8500	12,436	15,136	13,499	14,030	14,314	19,000	19,000
Other Local Revenue 8600	306,631	320,592	320,781	329,385	367,914	400,000	380,000
<b>Total Revenues</b>	<b>463,889</b>	<b>504,382</b>	<b>510,988</b>	<b>519,408</b>	<b>573,884</b>	<b>596,000</b>	<b>579,000</b>
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000	209,886	223,631	241,199	255,853	257,521	267,747	277,118
Employee Benefits 3000	52,461	56,386	52,736	57,674	55,952	67,000	67,000
Supplies 4000	257,344	260,782	270,784	265,365	287,097	275,000	270,000
Services 5000	6,020	7,987	6,783	14,304	6,977	13,000	13,000
Capital Outlay 6000							
Other Outgo 7100							
<b>Total Expenditures</b>	<b>525,711</b>	<b>548,786</b>	<b>571,502</b>	<b>593,197</b>	<b>607,547</b>	<b>622,747</b>	<b>627,118</b>
<b>Surplus (Deficit)</b>	<b>(61,822)</b>	<b>(44,404)</b>	<b>(60,514)</b>	<b>(73,788)</b>	<b>(33,663)</b>	<b>(26,747)</b>	<b>(48,118)</b>
<b>Transfers In - General Fd 8900</b>	<b>19,937</b>		<b>39,191</b>	<b>74,960</b>	<b>33,558</b>	<b>40,783</b>	<b>45,118</b>
<b>Ending Fund Balance</b>	<b>8,511</b>	<b>28,937</b>	<b>7,613</b>	<b>8,785</b>	<b>8,680</b>	<b>22,716</b>	<b>19,716</b>

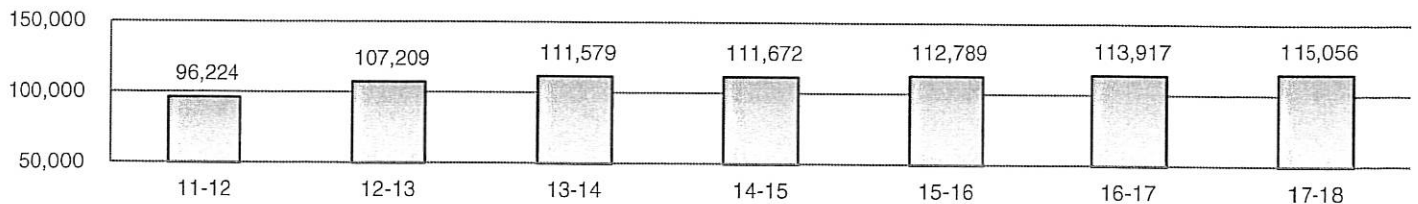
**Components of Ending Fund Balance:**

a) Nonspendable - Stores 9711	2,419	8,271	7,614	6,821	7,613	7,613	7,613
b) Restricted 9740		17,501			642		
c) Committed							
d) Assigned					425		
e) Unassigned/Unappropriated 9790	6,092	3,164	-	1,964		15,103	12,103
<b>Ending Fund Balance</b>	<b>8,511</b>	<b>28,937</b>	<b>7,614</b>	<b>8,785</b>	<b>8,680</b>	<b>22,716</b>	<b>19,716</b>

### Fund 13 - Surplus (Deficit)



### Meals Served





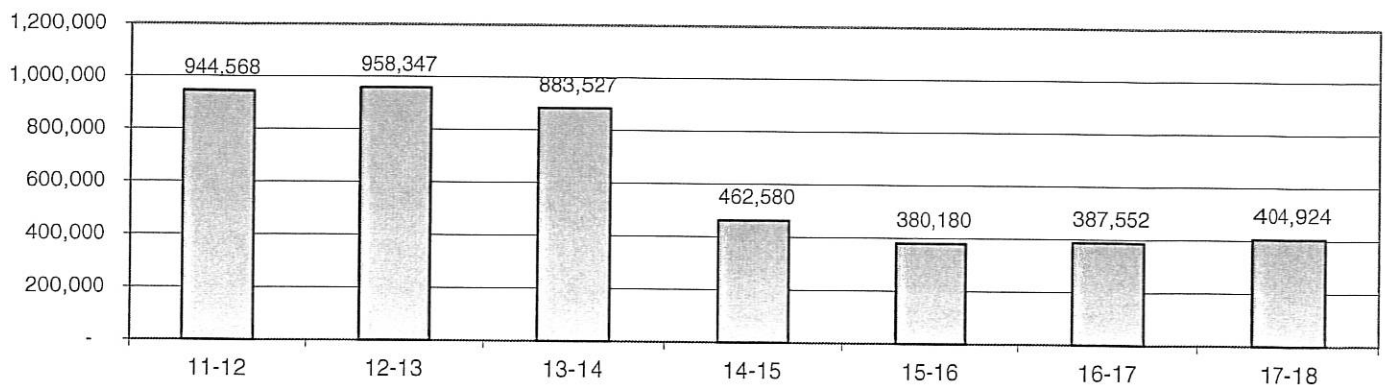
## Fund 14 - Deferred Maintenance Fund

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Estimate
<b>Beginning Fund Balance</b>	915,189	944,568	958,347	883,527	462,580	380,180	387,552
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8590	94,947	94,713	93,372	93,372	93,372	93,372	93,372
Other Local Revenue 8660	6,304	4,957	3,290	3,262	3,372	4,000	4,000
<b>Total Revenues</b>	<b>101,251</b>	<b>99,670</b>	<b>96,662</b>	<b>96,634</b>	<b>96,744</b>	<b>97,372</b>	<b>97,372</b>
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4300	49,116	45,067	30,572	50,424	29,421	30,000	30,000
Services 5800	22,757	40,823	140,910	467,157	149,723	60,000	50,000
Capital Outlay 6000							
Other Outgo 7100							
Indirect Costs 7300							
<b>Total Expenditures</b>	<b>71,872</b>	<b>85,891</b>	<b>171,482</b>	<b>517,581</b>	<b>179,144</b>	<b>90,000</b>	<b>80,000</b>
<b>Surplus (Deficit)</b>	<b>29,379</b>	<b>13,779</b>	<b>(74,820)</b>	<b>(420,947)</b>	<b>(82,400)</b>	<b>7,372</b>	<b>17,372</b>
<b>Transfers In (Out) - to G 8900</b>							
<b>Ending Fund Balance</b>	<b>944,568</b>	<b>958,347</b>	<b>883,527</b>	<b>462,580</b>	<b>380,180</b>	<b>387,552</b>	<b>404,924</b>

### Components of Ending Fund Balance:

a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned 9780							
e) Unassigned-Reserve fc 9789							
Unassigned/Unappropri 9790	944,568	958,347	883,527	462,580	380,180	387,552	404,924
<b>Ending Fund Balance</b>	<b>944,568</b>	<b>958,347</b>	<b>883,527</b>	<b>462,580</b>	<b>380,180</b>	<b>387,552</b>	<b>404,924</b>

Fund 14 - Ending Fund Balance



## Fund 20 - Postemployment Benefits Fund

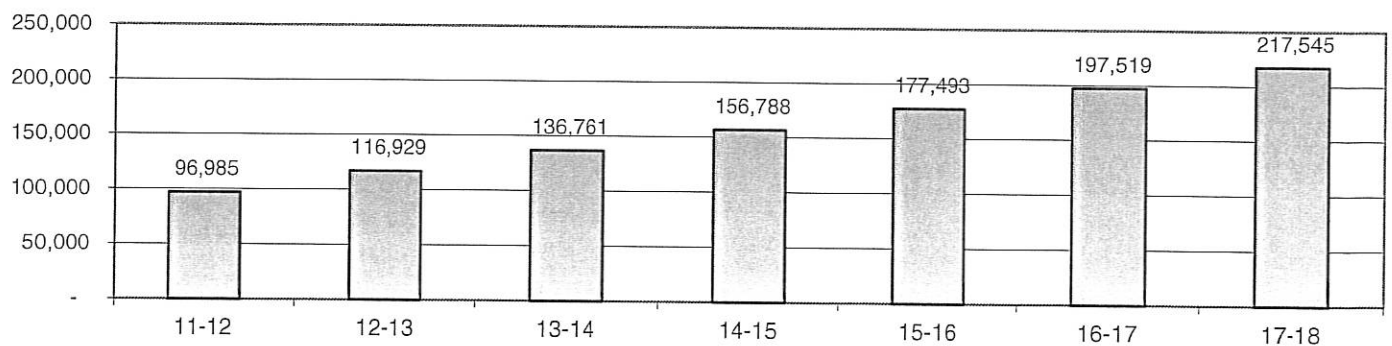
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Estimate
<b>Beginning Fund Balance</b>	77,147	96,985	116,928	136,761	156,788	177,493	197,519
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8300							
Other Local Revenue 8600	413	518	407	600	1,279	600	600
<b>Total Revenues</b>	<b>413</b>	<b>518</b>	<b>407</b>	<b>600</b>	<b>1,279</b>	<b>600</b>	<b>600</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>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Surplus (Deficit)</b>	<b>413</b>	<b>518</b>	<b>407</b>	<b>600</b>	<b>1,279</b>	<b>600</b>	<b>600</b>
<b>Transfers In (Out) - from 8900</b>	<b>19,426</b>	<b>19,426</b>	<b>19,426</b>	<b>19,426</b>	<b>19,426</b>	<b>19,426</b>	<b>19,426</b>
<b>Ending Fund Balance</b>	<b>96,985</b>	<b>116,929</b>	<b>136,761</b>	<b>156,788</b>	<b>177,493</b>	<b>197,519</b>	<b>217,545</b>

### Components of Ending Fund Balance:

a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned - Medigap 9780							
e) Unassigned-Reserve fc 9789							
Unassigned/Unappropri 9790	96,985	116,929	136,761	156,788	177,493	197,519	217,545
<b>Ending Fund Balance</b>	<b>96,985</b>	<b>116,929</b>	<b>136,761</b>	<b>156,788</b>	<b>177,493</b>	<b>197,519</b>	<b>217,545</b>

The District's Annual Required Contribution (ARC) for the year ended June 30, 2015 was \$799,523, and contributions made by the District during the year were \$406,374.

Fund 20 - Ending Fund Balance





## Fund 21 - Building Fund

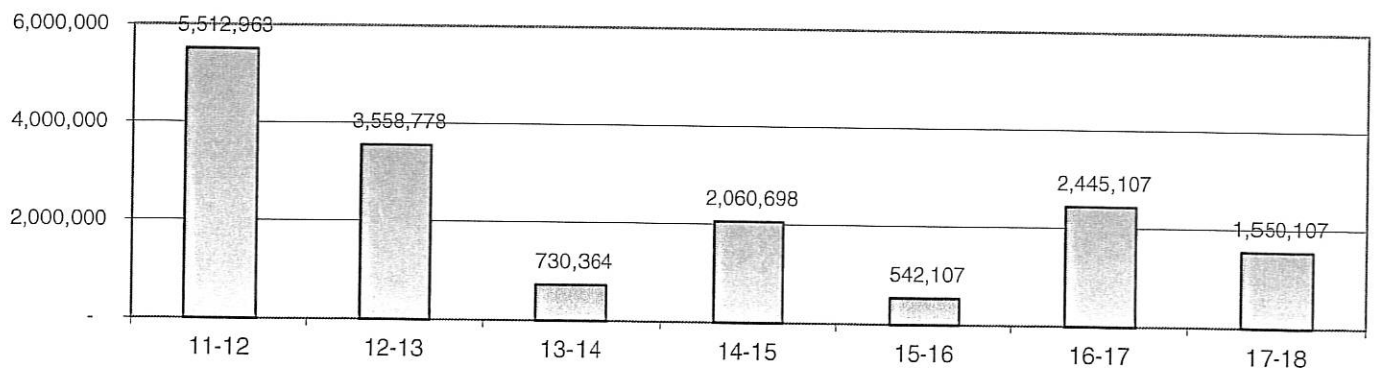
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Estimate
<b>Beginning Fund Balance</b>	1,392,459	5,512,963	3,558,778	730,364	2,060,698	542,107	2,445,107
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8300							
Other Local Revenue 8600	7,502,961	23,886	9,261	2,332,337	11,805	2,403,000	5,000
<b>Total Revenues</b>	<b>7,502,961</b>	<b>23,886</b>	<b>9,261</b>	<b>2,332,337</b>	<b>11,805</b>	<b>2,403,000</b>	<b>5,000</b>
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4400	521,190	252,385	101,593		884,678	500,000	900,000
Services 5800	17,385	35,666	31,805	7,200	178,721		
Capital Outlay 6000	2,843,881	1,690,021	2,704,276	994,803	466,998		
Other Outgo 7100							
Indirect Costs 7300							
<b>Total Expenditures</b>	<b>3,382,456</b>	<b>1,978,072</b>	<b>2,837,675</b>	<b>1,002,003</b>	<b>1,530,397</b>	<b>500,000</b>	<b>900,000</b>
<b>Surplus (Deficit)</b>	<b>4,120,505</b>	<b>(1,954,186)</b>	<b>(2,828,413)</b>	<b>1,330,334</b>	<b>(1,518,591)</b>	<b>1,903,000</b>	<b>(895,000)</b>
<b>Transfers In (Out) 8900</b>							
<b>Ending Fund Balance</b>	<b>5,512,963</b>	<b>3,558,778</b>	<b>730,364</b>	<b>2,060,698</b>	<b>542,107</b>	<b>2,445,107</b>	<b>1,550,107</b>

### Components of Ending Fund Balance:

a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned 9780							
e) Unassigned-Reserve fc 9789							
Unassigned/Unappropri 9790	5,512,963	3,558,778	730,364	2,060,698	542,107	2,445,107	1,550,107
<b>Ending Fund Balance</b>	<b>5,512,963</b>	<b>3,558,778</b>	<b>730,364</b>	<b>2,060,698</b>	<b>542,107</b>	<b>2,445,107</b>	<b>1,550,107</b>

Fund 21 accounts for the revenues and expenditures associated with Measure A and Measure D Bonds.

**Fund 21 - Ending Fund Balance**



## Fund 40 - Capital Outlay Projects Fund

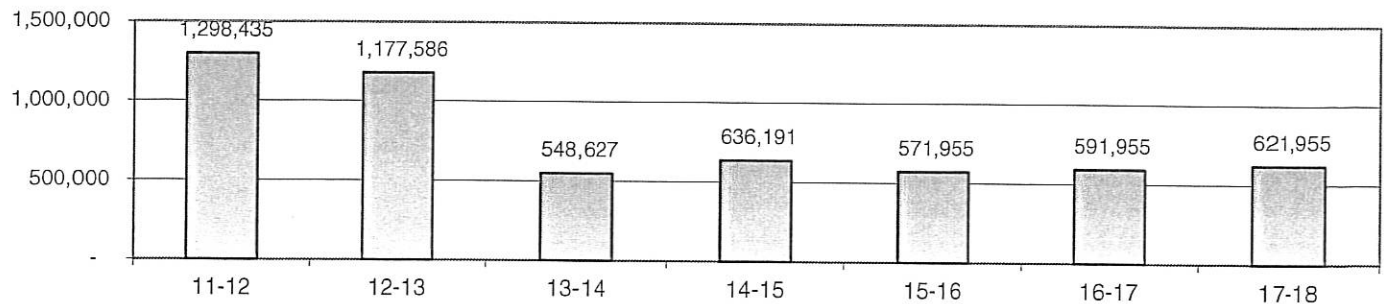
	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Estimate
<b>Beginning Fund Balance</b>	1,124,728	1,298,435	1,177,586	548,627	636,191	571,955	591,955
<b>Revenues:</b>							
Revenue Limit Sources 8000							
Federal Revenue 8100							
Other State Revenue 8300							
Other Local Revenue 8600	187,032	244,036	345,477	229,409	276,678	220,000	230,000
<b>Total Revenues</b>	<b>187,032</b>	<b>244,036</b>	<b>345,477</b>	<b>229,409</b>	<b>276,678</b>	<b>220,000</b>	<b>230,000</b>
<b>Expenditures:</b>							
Certificated Salaries 1000							
Classified Salaries 2000							
Employee Benefits 3000							
Supplies 4000	4,132	66,596	58,424	69,241	117,813	50,000	50,000
Services 5000	9,193	125,949	51,282	12,945	4,450	50,000	50,000
Capital Outlay - Equipm 6000		172,341	864,730	59,660	189,215	100,000	100,000
Other Outgo 7100							
Indirect Costs 7300					29,435		
<b>Total Expenditures</b>	<b>13,325</b>	<b>364,886</b>	<b>974,435</b>	<b>141,846</b>	<b>340,914</b>	<b>200,000</b>	<b>200,000</b>
<b>Surplus (Deficit)</b>	<b>173,707</b>	<b>(120,849)</b>	<b>(628,958)</b>	<b>87,564</b>	<b>(64,236)</b>	<b>20,000</b>	<b>30,000</b>
<b>Transfers In (Out) 8900</b>							
<b>Ending Fund Balance</b>	<b>1,298,435</b>	<b>1,177,586</b>	<b>548,627</b>	<b>636,191</b>	<b>571,955</b>	<b>591,955</b>	<b>621,955</b>

**Components of Ending Fund Balance:**

a) Nonspendable - Revolv 9711							
b) Restricted 9740							
c) Committed 9750							
d) Assigned 9780							
Forest Grove Project							
e) Unassigned/Unapprpr 9790	1,298,435	1,177,586	548,627	636,191	571,955	591,955	621,955
<b>Ending Fund Balance</b>	<b>1,298,435</b>	<b>1,177,586</b>	<b>548,627</b>	<b>636,191</b>	<b>571,955</b>	<b>591,955</b>	<b>621,955</b>

Fund 40 includes revenues collected from David Avenue leases, expenditures authorized by the Board, and maintenance department expenses in excess of the program 6220 allocation. Certain revenues are being set aside for future repair of the High School track (\$116,000) and the stadium field (\$713,000 in 2023). Rents received from the Middle School PAC and the High School stadium are being held in specific improvement accounts. The Board approved \$500,000 to help with the cost of construction of the new High School pool. On March 7, 2013 the Board also approved the purchase of new vehicles from Fund 40.

**Fund 40 - Ending Fund Balance**



			2015-16 Unaudited Actuals			Action/Discussion Item C			
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	% Diff Column C & F
Description	Resource Codes	Object Codes							
A. REVENUES									
1) LCFF Sources		8010-8099	24,906,372.42	0.00	24,906,372.42	26,193,841.00	0.00	26,193,841.00	5.2
2) Federal Revenue		8100-8299	68,196.82	586,324.39	654,521.21	50,000.00	586,389.00	636,389.00	-2.9
3) Other State Revenue		8300-8599	1,367,119.32	1,594,128.99	2,961,248.31	1,016,500.00	241,265.00	1,257,765.00	-57.5
4) Other Local Revenue		8600-8799	425,781.55	935,365.50	1,361,147.05	297,344.00	758,226.00	1,055,570.00	-22.4
5) TOTAL REVENUES			26,767,470.11	3,115,818.88	29,883,288.99	27,557,685.00	1,585,880.00	29,143,565.00	-2.5
B. EXPENDITURES									
1) Certificated Salaries		1000-1999	12,179,127.50	1,889,201.29	14,068,328.79	12,998,842.00	1,751,986.00	14,750,828.00	4.9
2) Classified Salaries		2000-2999	3,900,409.19	1,159,734.14	5,060,143.33	3,913,972.00	1,139,234.00	5,053,206.00	-0.1
3) Employee Benefits		3000-3999	3,307,230.28	1,886,727.03	4,993,957.31	3,939,936.00	603,747.00	4,543,683.00	-9.0
4) Books and Supplies		4000-4999	712,968.27	346,598.16	1,059,566.43	978,287.00	213,034.00	1,191,321.00	12.4
5) Services and Other Operating Expenditures		5000-5999	1,447,926.14	905,458.01	2,353,384.15	1,563,672.00	986,104.00	2,549,776.00	8.3
6) Capital Outlay		6000-6999	19,436.19	37,406.76	56,842.95	12,529.00	0.00	12,529.00	-78.0
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299							
		7400-7499	41,137.00	663,739.01	704,876.01	41,840.00	663,739.00	705,579.00	0.1
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(65,052.01)	43,380.01	(21,672.00)	(110,105.00)	88,433.00	(21,672.00)	0.0
9) TOTAL EXPENDITURES			21,543,182.56	6,732,244.41	28,275,426.97	23,338,973.00	5,446,277.00	28,785,250.00	1.8
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)									
			5,224,287.55	(3,616,425.53)	1,607,862.02	4,218,712.00	(3,860,397.00)	358,315.00	-77.7
D. OTHER FINANCING SOURCES/USES									
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	52,984.32	0.00	52,984.32	60,209.00	0.00	60,209.00	13.8
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		8980-8999	(3,845,174.07)	3,845,174.07	0.00	(4,034,312.00)	4,034,312.00	0.00	0.0
4) TOTAL OTHER FINANCING SOURCES/USES			(3,898,158.39)	3,845,174.07	(52,984.32)	(4,094,521.00)	4,034,312.00	(60,209.00)	13.8

			2015-16 Unaudited Actuals			2016-17 Budget			Action/ Discussion Item C	
Description	Resource Codes	Object Codes	Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	% Diff Column C & F	
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			1,326,129.16	228,748.54	1,554,877.70	124,191.00	173,915.00	298,106.00	-80.8	
F. FUND BALANCE, RESERVES										
1) Beginning Fund Balance										
a) As of July 1 - Unaudited		9791	3,416,234.74	269,776.73	3,686,011.47	4,742,363.90	498,525.27	5,240,889.17	42.2	
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)			3,416,234.74	269,776.73	3,686,011.47	4,742,363.90	498,525.27	5,240,889.17	42.2	
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0	
e) Adjusted Beginning Balance (F1c + F1d)			3,416,234.74	269,776.73	3,686,011.47	4,742,363.90	498,525.27	5,240,889.17	42.2	
2) Ending Balance, June 30 (E + F1e)			4,742,363.90	498,525.27	5,240,889.17	4,866,554.90	672,440.27	5,538,995.17	5.7	
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 Expenditures		9713	0.00	0.00	0.00	0.00	0.00	0.00	0.0	
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0	
b) Restricted		9740	0.00	498,525.27	498,525.27	0.00	672,440.27	672,440.27	34.9	
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		9780	4,077,886.40	0.00	4,077,886.40	4,099,932.40	0.00	4,099,932.40	0.5	
Sick Leave Incentive	0000	9780	40,000.00		40,000.00					
Property Tax Reserve	0000	9780	109,018.00		109,018.00					
Basic Aid Reserve	0000	9780	790,340.00		790,340.00					
Future Deficit Reserve	0000	9780	2,587,229.10		2,587,229.10					
Future Deficit Reserve	1100	9780	551,299.30		551,299.30					
Sick Leave Incentive Reserve	0000	9780				40,000.00		40,000.00		
Property Tax Reserve	0000	9780				109,018.00		109,018.00		
Basic Aid Reserve	0000	9780				790,340.00		790,340.00		
Future Deficit Reserve	0000	9780				2,414,246.10		2,414,246.10		
Future Deficit Reserve	1100	9780				728,457.30		728,457.30		
Future Deficit Reserve	1400	9780				17,871.00		17,871.00		
e) Unassigned/unappropriated										
Reserve for Economic Uncertainties		9789	659,477.50	0.00	659,477.50	761,622.50	0.00	761,622.50	15.5	
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.00	0.00	0.00	0.00	0.0	

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	143,533.36	0.00	-100.0%
2) Federal Revenue		8100-8299	56,853.09	70,000.00	23.1%
3) Other State Revenue		8300-8599	1,174,241.00	1,137,000.00	-3.2%
4) Other Local Revenue		8600-8799	504,988.22	540,000.00	6.9%
5) TOTAL. REVENUES			1,879,615.67	1,747,000.00	-7.1%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	527,700.24	520,000.00	-1.5%
2) Classified Salaries		2000-2999	318,428.09	315,000.00	-1.1%
3) Employee Benefits		3000-3999	189,354.57	170,000.00	-10.2%
4) Books and Supplies		4000-4999	51,860.24	95,000.00	83.2%
5) Services and Other Operating Expenditures		5000-5999	43,802.91	49,000.00	11.9%
6) Capital Outlay		6000-6999	8,225.53	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	0.00	0.00	0.0%
9) TOTAL. EXPENDITURES			1,139,371.58	1,149,000.00	0.8%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			740,244.09	598,000.00	-19.2%
<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	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			740,244.09	598,000.00	-19.2%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	34,670.26	774,914.35	2135.1%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			34,670.26	774,914.35	2135.1%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			34,670.26	774,914.35	2135.1%
2) Ending Balance, June 30 (E + F1e)			774,914.35	1,372,914.35	77.2%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	577,976.97	971,427.97	68.1%
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	196,937.38	401,486.38	103.9%
Donation and fee carryover	0000	9780	175,161.78		
Assigned for MPC reimbursements	0000	9780	21,775.60		
Assigned for Adult Education purposes	0000	9780		379,710.78	
Assigned for MPC reimbursements	0000	9780		21,775.60	
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	2015-16 Unaudited Actuals	2016-17 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	110,772.00	95,351.00	-13.9%
4) Other Local Revenue		8600-8799	381,508.33	370,000.00	-3.0%
5) TOTAL, REVENUES			492,280.33	465,351.00	-5.5%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	61,308.28	63,000.00	2.8%
2) Classified Salaries		2000-2999	257,863.57	262,025.00	1.6%
3) Employee Benefits		3000-3999	86,243.51	86,891.00	0.8%
4) Books and Supplies		4000-4999	5,327.20	15,000.00	181.6%
5) Services and Other Operating Expenditures		5000-5999	925.18	2,000.00	116.2%
6) Capital Outlay		6000-6999	0.00	14,763.00	New
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	21,672.00	21,672.00	0.0%
9) TOTAL, EXPENDITURES			433,339.74	465,351.00	7.4%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			58,940.59	0.00	-100.0%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			58,940.59	0.00	-100.0%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	4,590.26	63,530.85	1284.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			4,590.26	63,530.85	1284.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			4,590.26	63,530.85	1284.0%
2) Ending Balance, June 30 (E + F1e)			63,530.85	63,530.85	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	63,530.85	63,530.85	0.0%
Committed for the BASRP	0000	9760	63,530.85		
Committed to the BASRP	0000	9760		63,530.85	
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
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	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
<b>A. REVENUES</b>					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	191,656.25	177,000.00	-7.6%
3) Other State Revenue		8300-8599	14,313.50	19,000.00	32.7%
4) Other Local Revenue		8600-8799	367,914.31	400,000.00	8.7%
5) TOTAL, REVENUES			573,884.06	596,000.00	3.9%
<b>B. EXPENDITURES</b>					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	257,521.36	267,747.00	4.0%
3) Employee Benefits		3000-3999	55,952.10	67,000.00	19.7%
4) Books and Supplies		4000-4999	287,096.65	275,000.00	-4.2%
5) Services and Other Operating Expenditures		5000-5999	6,977.06	13,000.00	86.3%
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			607,547.17	622,747.00	2.5%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(33,663.11)	(26,747.00)	-20.5%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	33,558.32	40,783.00	21.5%
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			33,558.32	40,783.00	21.5%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(104.79)	14,036.00	-13494.4%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	8,784.79	8,680.00	-1.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			8,784.79	8,680.00	-1.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			8,784.79	8,680.00	-1.2%
2) Ending Balance, June 30 (E + F1e)			8,680.00	22,716.00	161.7%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	7,613.06	0.00	-100.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	642.39	22,291.45	3370.1%
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	424.55	424.55	0.0%
Assigned to negative interest	0000	9780	424.55		
Assigned to cover negative interest	0000	9780		424.55	
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%



Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 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	3,371.86	4,000.00	18.6%
5) TOTAL. REVENUES			96,743.86	97,372.00	0.6%
<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	29,421.14	30,000.00	2.0%
5) Services and Other Operating Expenditures		5000-5999	149,722.73	60,000.00	-59.9%
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			179,143.87	90,000.00	-49.8%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(82,400.01)	7,372.00	-108.9%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL. OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(82,400.01)	7,372.00	-108.9%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	462,580.37	380,180.36	-17.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			462,580.37	380,180.36	-17.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			462,580.37	380,180.36	-17.8%
2) Ending Balance, June 30 (E + F1e)			380,180.36	387,552.36	1.9%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	380,180.36	387,552.36	1.9%
Assigned for deferred maintenance	0000	9780	380,180.36		
Assigned for deferred maintenance	0000	9780		387,552.36	
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	2015-16 Unaudited Actuals	2016-17 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	1,278.92	600.00	-53.1%
5) TOTAL REVENUES			1,278.92	600.00	-53.1%
<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>			1,278.92	600.00	-53.1%
<b>D. OTHER FINANCING SOURCES/USES</b>					
1) Interfund Transfers					
a) Transfers In		8900-8929	19,426.00	19,426.00	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			19,426.00	19,426.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			20,704.92	20,026.00	-3.3%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	156,787.27	177,492.19	13.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			156,787.27	177,492.19	13.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			156,787.27	177,492.19	13.2%
2) Ending Balance, June 30 (E + F1e)			177,492.19	197,518.19	11.3%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	177,492.19	197,518.19	11.3%
Committed to post-employment benefits	0000	9760	177,492.19		
Committed for post-employment benefits	0000	9760		197,518.19	
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
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	2015-16 Unaudited Actuals	2016-17 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	11,805.30	3,000.00	-74.6%
5) TOTAL, REVENUES			11,805.30	3,000.00	-74.6%
<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	884,677.60	500,000.00	-43.5%
5) Services and Other Operating Expenditures		5000-5999	178,721.19	0.00	-100.0%
6) Capital Outlay		6000-6999	466,997.99	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	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			1,530,396.78	500,000.00	-67.3%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(1,518,591.48)	(497,000.00)	-67.3%
<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	2,400,000.00	New
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	2,400,000.00	New



Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(1,518,591.48)	1,903,000.00	-225.3%
<b>F. FUND BALANCE, RESERVES</b>					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	2,060,697.21	542,105.73	-73.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,060,697.21	542,105.73	-73.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,060,697.21	542,105.73	-73.7%
2) Ending Balance, June 30 (E + F1e)			542,105.73	2,445,105.73	351.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	542,105.73	2,445,105.73	351.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
Committed for Measure D projects	0000	9760			
Committed to Measure D	0000	9760			
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
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	2015-16 Unaudited Actuals	2016-17 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	276,678.00	220,000.00	-20.5%
5) TOTAL, REVENUES			276,678.00	220,000.00	-20.5%
<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	117,813.32	50,000.00	-57.6%
5) Services and Other Operating Expenditures		5000-5999	4,450.00	50,000.00	1023.6%
6) Capital Outlay		6000-6999	189,215.41	100,000.00	-47.2%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	29,435.00	0.00	-100.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			340,913.73	200,000.00	-41.3%
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(64,235.73)	20,000.00	-131.1%
<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	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(64,235.73)	20,000.00	-131.1%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	636,191.21	571,955.48	-10.1%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			636,191.21	571,955.48	-10.1%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			636,191.21	571,955.48	-10.1%
2) Ending Balance, June 30 (E + F1e)			571,955.48	591,955.48	3.5%
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 Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	571,955.48	591,955.48	3.5%
Assigned for Capital Outlay projects	0000	9780	571,955.48		
Assigned for capital outlay projects	0000	9780		591,955.48	
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

**SUBJECT:** Board Calendar/Future Meetings

**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, 2016/17 School Year

Aug. 25	<b>Regular Board Meeting</b> ✓ Student Enrollment Update ✓ Back to School dates ✓ Property tax report ✓ 2016-2017 Consolidated Application	District Office
Sept. 8	<b>Regular Board Meeting</b> ✓ Unaudited Actual Report ✓ Budget Revision #1	Forest Grove (School Site Visit)
Sept. 22	<b>Regular Board Meeting</b> ✓ Board Goals – review/revise	Robert Down
Oct. 6	<b>Regular Board Meeting</b> ✓ Superintendent's Goals ✓ Strategic Plan/LCAP Review Begins ✓ Bus Ridership	Middle School (School Site Visit)
Oct. 27	<b>Regular Board Meeting</b> ✓ Review of Special Education Contracts	Adult School (School Site Visit)
Nov. 17	<b>Regular Board Meeting</b> ✓ Intent form due (to serve as Board President or Vice President) ✓ Set date for Annual Organizational meeting	High School (School Site Visit)
Dec. 8	<b>Organizational Meeting</b> ✓ Election of 2016/17 Board President and Clerk ✓ First Interim Report ✓ Budget Revision #2 ✓ Review of Special Education Contracts	District Office



**TENTATIVE** Board Meeting Calendar, 2016/17 School Year

Jan. 12	<b>Regular Board Meeting</b> ✓ Report on Governor's Budget Proposal ✓ Preliminary enrollment projection for 2017/18 ✓ Property Tax Update	Community High School (School Site Visit)
Feb. 2	<b>Regular Board Meeting</b> ✓ Budget projections and assumptions ✓ Possible personnel action presented as information ✓ Preliminary Review of Site Master Schedules	District Office
Mar. 2	<b>Regular Board Meeting</b> ✓ Second Interim Report ✓ Budget Revision #3 ✓ Possible personnel action (RIF) ✓ Open House schedules reviewed	District Office
Mar. 16	<b>Regular Board Meeting</b> ✓ Budget projections and assumptions ✓ TRAN Resolution ✓ Williams/Valenzuela Uniform Complaint Report	District Office
Apr. 6	<b>Regular Board Meeting</b> ✓ Board Priorities for 2017/18 Instructional Program Design ✓ Review of Strategic plan and LCAP ✓ Begin Superintendent Evaluation ✓ California Day of the Teacher ✓ Week of the CSEA Employee ✓ Approve 2017/18 Board meeting calendar, Aug. – Dec.	District Office
April 27	<b>Regular Board Meeting</b> ✓ Review of Site Master Schedules ✓ Review of Strategic plan and LCAP (as needed) ✓ Review of Facilities Depreciation Schedule	District Office
May 7	<b>Regular Board Meeting</b> ✓ Begin Superintendent Evaluation ✓ California Day of the Teacher ✓ Final Review of Site Master Schedules ✓ Draft 2017/18 Board meeting calendar ✓ Review of Strategic plan and LCAP	District Office
May 21	<b>Regular Board Meeting</b> ✓ Week of the CSEA Employee ✓ Retiree Reception ✓ Review Bell Schedule for 2017/18 ✓ Superintendent's evaluation ✓ Identify Board member representatives for graduation ✓ Review Facility Use Fee Schedule ✓ LCAP Public Hearing ✓ Review Governor's revised budget ✓ Present 2017/18 Budget	District Office
June 8*	<b>Regular Board Meeting</b> ✓ Adopt budget for 2017/18 ✓ Recommend approval of LCAP ✓ Complete Superintendent Evaluation	District Office
June 29	<b>Regular Board Meeting</b> ✓ Approval of contracts and purchase orders for 2017/18	District Office

\*Board to determine morning or evening meeting

**SUBJECT:** Quarterly District Safety Update

**PERSON(S) RESPONSIBLE:** Barbara Martinez, Director of School Safety

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**BACKGROUND:**

The Administration recommends the Board review the report on safety for the 2016-2017 school year.

**INFORMATION:**

- Comprehensive Safe School Plans
- Staff & Student Safety Education
  - Distracted Driving
  - Digital Citizenship
  - Community Partnerships
    - SRO
    - Monterey County Office of Emergency Services
- Communication

**FISCAL IMPACT:**

There is no fiscal impact; this item is for discussion only.

**SUBJECT:** Review of Special Education Contracts

**PERSON(S) RESPONSIBLE:** Clare Davies, Director of Student Services

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**RECOMMENDATION:**

The Administration recommends that the Board review the present and projected status of Special Education contracts.

**BACKGROUND:**

Students with disabilities often require services beyond those which are provided through the district's special education program and personnel. This requires the district to enter into contracts with outside providers to make these additional services available. Outside providers include non-public schools, non-public agencies, MCOE and MPUSD.

**INFORMATION:**

Projected cost of contracts was presented and approved by the School Board in June 2016. The Board has requested a quarterly review of the status of contracts with outside providers.

**FISCAL IMPACT:**

The adopted budget for contracts with outside providers totaled \$1,571,351 including the projected MCOE billback. Contract changes provide a projected total of \$971,130. Contracts will be adjusted throughout the school year as the needs of students change due to placements and IEP team decisions.

<b>Special Education Contracts</b>						
<b>Contract</b>	<b># of Students Served</b>	<b>Adopted Budget</b>	<b>Contract Changes</b>	<b>Revised Budget</b>	<b>Year to Date Dec 10, 2015</b>	<b>Year to Date March 17, 2016</b>
Central Coast Kids and Families (Individual Aides for Students)	12	\$ 715,357.00	\$ 600,000.00			
Monterey Peninsula Unified School District (Placement in Programs)	2	\$ 132,000.00	\$ 89,024.00			
Monterey Peninsula Unified School District (Adaptive P.E. Teacher .10)	9	\$ 10,000.00	\$ -			
Monterey County Office of Education (Billback)	See Attached	\$ 663,739.00	\$ 221,851.00			
Monterey County Office of Education (Physical Therapist)	5	\$ 28,000.00	\$ -			
F.A.S.T. (Interpreters for all languages)	TBD	\$ 6,000.00	\$ -			
Community Human Services (Counseling)	TBD	\$ 13,255.00	\$ -			
Sharon Neumann Solow (Sign Language)	1	\$ 3,000.00	\$ -			
<b>TOTAL</b>		<b>\$ 1,571,351.00</b>	<b>\$ 971,130.00</b>			

<b>MCOE Cost Breakdown</b>		
<b>Service</b>	<b>Cost</b>	<b>Number of Students</b>
Tuition	78,186.00	2
OT	9,940.00	2
SLP	9,332.00	2
Transportation	40,680.00	4
Infant	8,899.00	1
Intenerant	8,680.00	3
1-1	56,134.00	1
Rider	10,000.00	2
Total	221,851.00	
*Based on 16/17 Projected Billback Rates		



**SUBJECT:** Information on the Measure P Tax Initiative of the City of Pacific Grove

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

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**RECOMMENDATION:**

The District Administration will provide the Board information regarding the upcoming tax initiative of City of Pacific Grove Measure P, including the connection to the District.

**INFORMATION:**

Measure P proposes to impose an admission tax on paid entry to facilities and events in the City of Pacific Grove. This measure was placed on the ballot by majority vote of the City Council. The proposed admission tax is 5% of the entry price paid to attend any non-exempt facility or event within the City. If no charge is collected for entry, an admission tax will not be collected. Certain facilities or events are exempt from the proposed tax including registration or participation in public or private school events. The tax is proposed to apply to all attendees who pay to enter, attend, participate or view non-exempt events or facilities in the City, including those run by non-profit entities or events associated with free expression rights. The proposed tax will be paid by the attendees, not by the sponsoring organization. This tax has potential implications for all non-profits within the city of Pacific Grove including school groups such as PG Pride, PTA's and Boosters.

Measure P proposes to enact a general tax; proceeds shall be placed in the City's General Fund and may be used for any municipal purpose. The measure is not intended for regulation. City staff estimates potential revenue from the admission tax to approximate \$4.2 million per year. No sunset date is included.

Supporting documents will be made available at the Board meeting.

## CITY ATTORNEY'S IMPARTIAL ANALYSIS OF MEASURE P

Measure P proposes to impose an admission tax on paid entry to facilities and events in the City of Pacific Grove (City). This measure was placed on the ballot by majority vote of the City Council.

The California State Controller reports eleven California municipalities presently collect admission taxes. These include San Francisco, Santa Cruz, Indian Wells, San Fernando, Fairfield, Avalon, Pasadena, Inglewood, Pomona, Irwindale and Azusa.

The proposed Pacific Grove admission tax is five percent (5%) of the entry price paid to attend any non-exempt facility or event within the City. This tax would apply to events and venues such as the Pacific Grove Museum, the Pacific Grove Golf Links, the Pacific Grove Triathlon, the Half Marathon, the Monterey Bay Aquarium, Christmas at the Inns and other events for which an entrance price is charged. If no charge is collected for entry, an admission tax will not be collected.

The admission tax would be collected at the time any non-exempt entry charge is paid. If admission privileges are included within a membership fee, season ticket/pass, or subscription, the tax would be charged only for entry of a person to a single event, multiplied by the number of persons for which the membership, season ticket/pass or subscription allows.

Certain facilities or events are exempt from the proposed tax including registration or participation in public or private school events; membership at health or fitness facilities; and membership in social, fraternal, or clubs where annual membership is the exclusive means to gain admission.

The tax is proposed to apply to all attendees who pay to enter, attend, participate or view non-exempt events or facilities in the City, including those run by non-profit entities or events associated with free expression rights. The proposed tax will be paid by attendees, not by the sponsoring organization. If the privilege of attending an event within the City also includes the right to attend events or facilities outside of the City, the full admission tax would be collected unless it can be shown the patron did not exercise entry to a facility within the City.

Measure P proposes to enact a general tax; proceeds shall be placed in the City's General Fund and may be used for any municipal purpose. The measure is not intended for regulation. City staff estimates potential revenue from the admission tax to approximate \$4.2 million per year. No sunset date is included.

A majority of voters of the City casting ballots in favor of this measure is required to add Chapter 6.13 to the Pacific Grove Municipal Code and authorize the admission tax within the City. If approved, Measure P shall take effect on February 1, 2017.

A "yes" vote on Measure P favors enactment of the admission tax. A "no" vote on Measure P opposes enactment of the admission tax.

By: 

David C. Laredo

City Attorney, City of Pacific Grove

**SUBJECT:** Facilities, Maintenance, and Operations Update

**PERSON(S) RESPONSIBLE:** Matt Kelly, Director of Facilities & Transportation

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**RECOMMENDATION:**

The Administration recommends that the Board review the report on Maintenance and Operations.

**Information:**

- Work Order Report
- Custodial Update
  - Disinfectants in Classroom
- Future of Facilities

**Fiscal Impact:**

There is no fiscal impact; this item is for discussion only.

**SUBJECT:** Future Agenda Items

**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 September 8, 2016 Regular Board Meeting:

Olivia Caine Presentation on Choir Class (September 22)  
Senior Class Projects Review (November 17)  
California Healthy Kids Survey Follow-Up (October 27)  
Spanish Class at Elementary Schools