



**Putting
Children
First**

AMENDED

BOARD OF EDUCATION MEETING AND WORKSHOP

Board of Education Members

- Lavinia Grace Phillips, President (Trustee Area 7)
- Jasjit Singh, Vice President (Trustee Area 2)
- Chinua Rhodes, Second Vice President (Trustee Area 5)
- Tara Jeane (Trustee Area 1)
- Christina Pritchett (Trustee Area 3)
- Jamee Villa (Trustee Area 4)
- Taylor Kayatta (Trustee Area 6)
- Liliana Miller Segura, Student Member

Thursday, June 20, 2024

5:00 p.m. Closed Session

6:00 p.m. Open Session

Serna Center

**Community Conference Rooms
5735 47th Avenue
Sacramento, CA 95824**

AGENDA

2023/24-29

Allotted Time

5:00 p.m. 1.0 OPEN SESSION / CALL TO ORDER / ROLL CALL

2.0 ANNOUNCEMENT AND PUBLIC COMMENT REGARDING ITEMS TO BE DISCUSSED IN CLOSED SESSION

3.0 CLOSED SESSION

While the Brown Act creates broad public access rights to the meetings of the Board of Education, it also recognizes the legitimate need to conduct some of its meetings outside of the public eye. Closed session meetings are specifically defined and limited in scope. They primarily involve personnel issues, pending litigation, labor negotiations, and real property matters.

3.1 Government Code 54956.9 - Conference with Legal Counsel:

- a) Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9 (One Potential Case)
- b) Existing litigation pursuant to subdivision (d)(1) of Government Code section 54956.9 (OAH Case No. 2024040459, OAH Case No. 2023120077, & OAH Case No. 2024040089)

3.2 Government Code 54957.6 (a) and (b) Negotiations/Collective Bargaining SCTA SEIU, TCS, Teamsters, UPE, Non-Represented/Confidential Management (Cancy McArn)

3.3 Government Code 54957 – Public Employee Discipline/Dismissal/Release/Complaint

3.4 Government Code 54957- Public Employee Appointment (a) Approve- Principal, Parkway Elementary

AMENDED

6:00 p.m. **4.0 CALL BACK TO ORDER/PLEDGE OF ALLEGIANCE**

4.1 *The Pledge of Allegiance*

4.2 *Broadcast Statement*

6:05 p.m. **5.0 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION**

6:10 p.m. **6.0 AGENDA ADOPTION**

6:15 p.m. **7.0 PUBLIC COMMENT** **15 minutes**

Members of the public may address the Board on non-agenda items that are within the subject matter jurisdiction of the Board. Public comment may be (1) emailed to publiccomment@scusd.edu; (2) submitted in writing through the district’s website at <https://www.scusd.edu/submit-public-comment>; or (3) provided in-person at the meeting. The submission deadline for written public comments shall be no later than noon on the day of the meeting. If you intend to address the Board in-person, please fill out a yellow card available at the entrance. Speakers may be called in the order that requests are received, or grouped by subject area. We ask that comments are limited to two (2) minutes with no more than 15 minutes per single topic so that as many people as possible may be heard. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to district staff or calendar the issue for future discussion.

6:30 p.m. **8.0 COMMUNICATIONS**

8.1 *Employee Organization Reports:*

- SCTA
- SEIU
- TCS
- Teamsters
- UPE

Information
 SCTA – 15 minutes
 SEIU – 3 minutes
 TCS – 3 minutes
 Teamsters – 3 minutes
 UPE – 3 minutes

6:57 p.m. 8.2 *District Advisory Committees:*

- *Student Advisory Council*
- *Community Advisory Committee*
- *District English Learner Advisory Committee*
- *Local Control Accountability Plan/Parent Advisory Committee*
- *Black/African American Advisory Board*
- *Community Schools Advisory Committee*
- *American Indian Education Program Parent Committee*

Information
3 minutes each

9.0 SPECIAL PRESENTATION

7:18 p.m. 9.1 *Recognition of Outgoing Student Board Member Liliana Grace Miller Segura (Board President Lavinia Phillips)*

Information
5 minute presentation
5 minute discussion

AMENDED

7:28 p.m.	9.2	<i>Recognition of the 2023-2024 Sacramento City Unified School District Retirees (Tiffany Smith-Simmons)</i>	Information 5 minute presentation 5 minute discussion
7:38 p.m.	9.3	<i>ELD Teachers of the Year (Dr. Olga Simms & Tywanda Walker)</i>	Information 5 minute presentation 5 minute discussion
7:48 p.m.	9.4	<i>Approve Resolution No. 3423: Gender Neutral Restrooms (Vanessa Reyes & Student Advisory Council)</i>	Action 5 minute presentation 5 minute discussion
7:58 p.m.	9.5	<i>Approve Resolution No. 3425: Campus Restroom Hygiene (Vanessa Reyes & Student Advisory Council)</i>	Action 5 minute presentation 5 minute discussion
8:08 p.m.	9.6	<i>Process Update : Charter Oversight, Investigation, and Renewal (Amanda Goldman & Leslie Lacher)</i>	Information 10 minute presentation 10 minute discussion
8:28 p.m.	9.7	<i>Fern Bacon Modernization Update (Chris Ralston)</i>	Information 10 minute presentation 10 minute discussion
8:48 p.m.	9.8	<i>Citizens' Bond Oversight Committee Measure Q&R Report 2023-2024 (Chris Ralston)</i>	Information 5 minute presentation 5 minute discussion
8:58 p.m.	9.9	<i>Citizens' Bond Oversight Committee Measure H Report 2023-2024 (Chris Ralston)</i>	Information 5 minute presentation 5 minute discussion

10.0 PUBLIC HEARING

9:08 p.m.	10.1	<i>Public Hearing: SCUSD SELPA Local Plan – Contracts, Annual Budget Plan, Annual Service Plan (Yvonne Wright & Geovanni Linares)</i>	Public Hearing 15 minute presentation 5 minute discussion
9:28 p.m.	10.2	<i>Approve the Declaration of Need for Fully Qualified Educators for the 2024-2025 School Year(Cancy McArn)</i>	Conference/Action 2 minute presentation 2 minute discussion

11.0 BOARD WORKSHOP/STRATEGIC INITIATIVE

9:32 p.m.	11.1	<i>Approval of 2024-25 Local Control and Accountability Plan (LCAP), LCAP Federal Addendum, and CA Dashboard Local Indicators (Dr. Ed Eldridge)</i>	Action 10 minute presentation 10 minute discussion
9:52 p.m.	11.2	<i>Adoption of Local Control Accountability Plans for Locally Funded “Dependent” Charter Schools (Dr. Ed Eldridge and Dr. Amanda Goldman)</i>	Action 2 minute presentation 5 minute discussion

AMENDED

9:59 p.m. 11.3 *Adopt FY 2024-25 Proposed Budget for All Funds (Janea Marking)* **Action**
5 minute presentation
5 minute discussion

12.0 COMMUNICATIONS

10:09 p.m. 12.1 *Student Member Report (Liliana Miller Segura)* **Information**
5 minutes

10:14 p.m. 12.2 *President's Report (Lavinia Phillips)* **Information**
5 minutes

10:19 p.m. 12.3 *Information Sharing by Board Members* **Information**
10 minutes

10:29 p.m. **13.0 CONSENT AGENDA** **Action**
2 minutes

Generally routine items are approved by one motion without discussion. The Superintendent or a Board member may request an item be pulled from the consent agenda and voted upon separately.

13.1 Items Subject or Not Subject to Closed Session:

13.1a Approve Grants, Entitlements and Other Income Agreements, Ratification of Other Agreements, Approval of Bid Awards, Approval of Declared Surplus Materials and Equipment, Change Notices and Notices of Completion (Janea Marking)

13.1b Approve Personnel Transactions (Cancy McArn)

13.1c Approve Business and Financial Report: Warrants, Checks and Electronic Transfers Issued for the period of April 1-30, 2024 (Janea Marking)

13.1d Approve Purchase Order Board Report for the Period of April 15, 2024, through May 14, 2024 (Janea Marking)

13.1e Approve Donations to the District for the Period of April 1-31, 2024 (Janea Marking)

13.1f Approve Retention of 24 Muralists for RFQ #24-25737 School Mural Program, in Response to Request for Qualifications (Janea Marking)

13.1g Approval of Unauthorized Vendors (Janea Marking)

13.1h Approve Appointments to the District 7-11 Committee (Nathaniel Browning)

13.1i Approve 2024-2025 School Plan for Student Achievement (Mary Hardin Young & Kelley Odipo)

13.1j Approve Job Descriptions (Cancy McArn)

13.1k Approve Salary Schedules (Cancy McArn)

AMENDED

13.1l Approve Resolution No. 3424: Authorization of Personnel to Sign Orders on District Funds (Janea Marking)

13.1m Approve Citizens' Bond Oversight Committee Consolidation (Chris Ralston)

13.1n Approve 2024-25 Legal Contracts (Janea Marking)

13.1o Approve Joint-Use Agreement Between Sacramento City Unified School District and Sacramento County Office of Education (Nathaniel Browning)

13.1p Approve Minutes for the May 2, 2024, Regular Board of Education Meeting (Lisa Allen)

13.1q Approve Minutes for the May 8, 2024, Special Board of Education Meeting (Lisa Allen)

13.1r Approve Resolution No. 3427: Resolution Regarding Board Stipends (Lisa Allen)

13.1s Approve Resolution No. 3428: Resolution Regarding Board Stipends (Lisa Allen)

13.1t Approve Resolution No. 3426 for Declaring Property As Exempt Surplus Land (Chris Ralston)

13.1u Approve the Agreement between First 5 Sacramento Commission and Sacramento City Unified School District (Yvonne Wright)

10:31 p.m. **14.0 BUSINESS AND FINANCIAL INFORMATION/REPORTS** **Receive Information**

14.1 Business and Financial Information: Enrollment and Attendance Report, Month 8, Ending Friday, April 19, 2024 (Janea Marking)

10:33 p.m. **15.0 FUTURE BOARD MEETING DATES / LOCATIONS**

✓ August 8, 2024, 5:00 p.m. Closed Session, 6:30 p.m. Open Session, Serna Center, 5735 47th Avenue, Community Room, Regular Workshop Meeting

✓ September 5, 2024, 5:00 p.m. Closed Session, 6:30 p.m. Open Session, Serna Center, 5735 47th Avenue, Community Room, Regular Workshop Meeting

10:35 p.m. **16.0 ADJOURNMENT**

NOTE: The Sacramento City Unified School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Board of Education Office at (916) 643-9314 at least 48 hours before the scheduled Board of Education meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54953.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132)] Any public records distributed to the Board of Education relating to an open session item will be available for public inspection at the Serna Center, at 5735 47th Avenue, Sacramento, during normal business hours or on the District's website at www.scusd.edu.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.1

Meeting Date: June 20, 2024

Subject: Recognition of Outgoing Student Board Member Liliana Grace Miller Segura

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Board Office

Recommendation: Recognize Student Board Member Liliana Grace Miller Segura for their dedication to the Sacramento City Unified School District and student body for the 2023-2024 school year.

Background/Rationale: Sacramento City Unified School District chooses one high school student each school year to serve on the Board of Education as Student Board Member. This student represents the student body and provides a student voice for the Board of Education. The Student Board Member to be recognized for serving during the 2023-2024 school year is Liliana Grace Miller Segura, a Senior from West Campus High School.

Financial Considerations: N/A

LCAP Goal(s): Safe, Emotionally Healthy and Engaged Students

Documents Attached:

N/A

<p>Estimated Time of Presentation: 5 minutes Submitted by: Lavinia Phillips, Board President Approved by: Lisa Allen, Superintendent</p>



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.2

Meeting Date: June 20, 2024

Subject: Recognition of the 2023-2024 Sacramento City Unified School District Retirees

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Human Resources Services

Recommendation: Recognition of the 2023-2024 Sacramento City Unified School District Retirees

Background/Rationale: N/A

Financial Considerations: N/A

LCAP Goal(s): Safe, Clean and Healthy Schools

Documents Attached:

1. 2023-2024 Sacramento City Unified School District Retirees

Estimated Time of Presentation: 5 minutes

Submitted by: Cancy McArn, Chief Human Resources Officer

Approved by: Lisa Allen, Superintendent



At the June 20, Board Meeting we will honor over 100 retirees, who served a combined 2,629 years in the Sacramento City Unified. A huge THANK YOU to these retirees for their many years of dedication and unwavering commitment to education and the students of Sacramento City Unified School District. We wish them all the best as they embark on new adventures in their much-deserved retirement. A note, the names presented this evening have separation dates between July 1, 2023 and June 30, 2024.

SCUSD 2023/2024 RETIREES

AMANDA PEREZ	ELAINE BRUCE	LEONARD REED	ROBERT ALLEN
ANGEL CORONA	ELENA HANKARD	LILLIAN MORALES	ROBERT LYONS
ANGELA SCRIPA	ELIZABETH VIGIL	LINDA GARLAND	RONALD STRATTON
ANN HWANG	ELLEN WONG	LINDA PROAPS	ROSA HERNANDEZ
ANNA CHEUNG	EVELYN PERKINS	LISA MELENDEZ	ROSE WONG
ANNE MARETTI	FRANK ROBINSON	LORENE MATSUMOTO	ROSENDA RAMOS
ANTHONY AMARO	GARY KRETZSCHMAR	LYNNE OLCOMENDY	RUI HO
ARTEMIO ORTIZ	IRENE CARRUTHERS	MARGARET MC KENZIE	SAM BUHAGIAR
BARBARA DRAIN	JEANINE PLUMB	MARIA ALFARO	SENG VANG
BELÉN MOJICA	JENNY GEE	MARIA JOVEL	SHARON LEONARD
BENITO ALEMAN	JILL ANDERSON	MARIA PAULING	SHERRY MILTON
CHARLOTTE FANUA	JOANNE HALEEM	MARIA SEVILLA	SUSAN LEE
CHRISTINE NOWACK	JODY BONE	MARIA TAIT	SYLVIA URIBE
CHRISTOPHER MATHANY	JODY COOPERMAN	MARIA UNZUETA	TEENA-MARIE GORDON
CHRISTOPHER NAGEL	JOE SANCHEZ	MARK BERGERON	TERESA FACKLER
CLARENCE WOOTEN	JONATHAN ANDREW	MARK DAVIS	TERRI KOHNKE
CLIFFORD COLLINS	JOSEPH HEIDEMAN	MARY O'TOOLE	THOMAS SISTERTON
DANIEL GATTEN	JULIE CALDWELL	MAURILEA MARROQUIN	TRACY HIRSCHINGER
DAVIS HAUGE	KARIN RICHARDSON	MEMPHIS CLARK	VALERIE LEVIN
DAWN NANTZ	KEITH SCHMELZER	MICHAEL CAVES	VICKI KARLOVICH
DAWN STUDENT	KELLY O'NEILL	MICHAEL HALL	VICTOR LEE
DEBORAH GILES	KIMBERLY FONG	MONICA HARRIS	VIRGINIA KANE
DEBORAH GRECO	KIMBERLY NICKEL	NADINE MITCHELL	WAI LUKE
DEBRA VOSELER	KIMBERLY SHAFFER	OLGA SINICHENKO	WILLIAM JARAMILLO
DIANE WEBSTER	KRISTIE MILLER	PABLO MARTIN	
DONA DENISON	LAURA AMAYA	REBECCA HERNANDEZ	



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.3

Meeting Date: June 20, 2024

Subject: ELD Teachers of the Year Recognition

- X Information Item Only (Special Presentation)
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Multilingual Literacy Department

Recommendation: Information only

Background/Rationale:

The Multilingual Literacy Department is proud to announce the ELD Teacher of the Year award. This is the first year we will recognize teachers who work with our Emergent Bilinguals, formerly known as English Learners.

Teaching is difficult, and serving students who are learning English necessitates extra attention and support from our teachers. We in the Multilingual Literacy Department want to recognize SCUSD's outstanding educators for their commitment to emergent bilingual students.

Financial Considerations:

- Certificates and plaques approximately \$25 dollars each (1 primary and 1 secondary teacher)

LCAP Goal(s):

Goal 2: Provide High Quality & Engaging Instruction

Goal 4: Maintain Safe Learning Environments & Dismantle Inequities

Goal 5: Engage Educational Partners in Improving and Enhancing the District

Documents Attached: N/A

Estimated Time of Presentation: 5 minutes

Submitted by: Yvonne Wright, Chief Academic Officer, Dr. Olga Simms, Director Multilingual Literacy, Tywanda Walker, ELD Teacher of the Year Coordinator

Approved by: Lisa Allen, Superintendent



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.4

Meeting Date: June 20, 2024

Subject: Approve Resolution No. 3423: Gender Neutral Restrooms

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Youth Development Support Services

Recommendation: Approve Gender Neutral Restrooms Resolution No. 3423

Background/Rationale: Access to restrooms is a fundamental human right. We should not create an environment where students who don't identify with the binary gender must choose whether to use the male or female restroom. We should strive to make our campuses as inclusive and equitable as possible. This resolution aims to ensure that transgender and gender non-conforming students are able to access restroom facilities that align with their gender identity.

Financial Considerations: N/A

LCAP Goal(s): Youth Voice

Documents Attached:

1. Gender Neutral Restrooms Resolution No. 3423

Estimated Time of Presentation: 5 Minutes

Submitted by: Vanessa Reyes, Youth Services Specialist and the Student Advisory Council

Approved by: Lisa Allen, Superintendent

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

RESOLUTION NO. 3423

**RESOLUTION TO REQUIRE INSTALLATION OF GENDER-NEUTRAL RESTROOM
FACILITIES ON DISTRICT SCHOOL CAMPUSES**

WHEREAS Board Policy 5145.31 states, “If a transgender or gender non-conforming student or the student's parent/guardian provides notice to school officials of a desire to use a gender neutral or more private restroom, the school shall take steps to provide a reasonable option for the student, which may include but is not limited to, providing the student access to gender neutral restroom facilities or a single stall restroom. Transgender or gender non-conforming students shall not be asked to provide a reason or justification for their request.”

WHEREAS Senate Bill Number 760 states that, “on or before July 1, 2026, each school district, county office of education, and charter school, including charter schools operating in a school district facility, maintaining any combination of classes from grades 1 to 12, inclusive, to provide and maintain at least one all-gender restroom for voluntary pupil use at each of its school sites that meet specified criteria.”

WHEREAS Assembly Bill 1266, the School Success and Opportunity Act, allows Sacramento City Unified School District (SCUSD) students to access facilities and programs that correspond to their gender identity and “provides a statutory right for a student to use the relevant facilities based solely upon gender identity;”

WHEREAS California Education Code Section 35292.5 states that “every restroom in a public and private school maintaining any combination of classes from kindergarten to grade 12, inclusive, shall at all times be maintained and cleaned regularly, fully operational and stocked at all times with toilet paper, soap, and paper towels or functional hand dryers, and that the school shall keep all restrooms open during school hours when pupils are not in classes, and shall keep a sufficient number of restrooms open during school hours when pupils are in classes;”

WHEREAS California Education Code Section 35292.5 under the section Gender Neutral Restrooms states that each school district, grades 1 to 12 schools must “provide and maintain at least one all-gender restroom for pupil use that meets the following requirements:

1. Has signage identifying the bathroom facility as being open to all genders and in conformity with Title 24 of the California Code of Regulations.
2. Is available for pupil use, consistent with the requirements of subdivision (a), as unlocked, unobstructed, easily accessible by any pupil, and consistent with existing pupil access to sex-segregated restrooms.

3. Is consistent with the requirements pursuant to Section 35292.6.
4. Is available during school hours and school functions when pupils are present.”

WHEREAS California Code of Regulations, Title 5, Section 14030(f)(4), requires that “restrooms are conveniently located, require minimum supervision, and, to the extent possible, are easily accessible from playground and classrooms.”

WHEREAS California Education Code Section 35292.6, Menstrual Equity For All Act of 2021, requires that all public schools stock the school’s restrooms at all times with an adequate supply of menstrual products (tampons and pads), available and accessible, free of cost, in all women’s restrooms and gender-neutral restrooms, and in at least one men’s restroom;

NOW, THEREFORE, BE IT RESOLVED that there be at least 1 gender-neutral restroom accessible in a student-centered location, intended primarily for student use, at all SCUSD school sites by July 1, 2026 in alignment with Senate Bill Number 760.

BE IT FURTHER RESOLVED that Facilities Support Services will develop a plan to have additional restrooms of the same accessibility added to school sites based on student enrollment ratios by July 1, 2027, with priority given to sites with 1000 or more students enrolled; and

BE IT FURTHER RESOLVED that restroom installments will begin with an initial cohort of 13 schools representing elementary, K-8, middle, and high schools; based on a cohort determined by the LGBTQ+ Support Services Program and Facilities Support Services with additions recommended by the Student Advisory Council; tentatively including the sites of:

A.M. Winn Elementary, Ethel Phillips Elementary, Theodore Judah Elementary, Genevieve Dideon K-8, Rosa Parks K-8, Umoja International Academy, Sam Brannan Middle School, John F. Kennedy High School, Luther Burbank High School, George Washington Carver High School, C.K. McClatchy High School, Rosemont High School, and Hiram Johnson High School; and

BE IT FURTHER RESOLVED that the Sacramento City Unified Board of Education requests the following actions to address the lack of inclusive and accessible restroom facilities:

1. The established task force under LGBTQ+ Support Services collaborates with Youth Development Support Services, with additional membership composed of representation from Facilities, Student Support Health Services, and the Student Advisory Council; and
2. SCUSD Facilities collaborates with school site councils to confirm access to at least 1 gender-neutral restroom, or devise a plan by June 30, 2025 outlining the creation/development of at least 1 gender-neutral restroom accessible in a student-centered location on all SCUSD campuses.

3. The task force will recommend site priorities and the appropriate allocated cost per site per restroom as funding becomes available following the initial rollout of Cohort 1; and
4. If restroom locations with equitable accessibility have yet to be determined, the task force will consult with the school site council at each high school council to determine the best location for these restrooms that ensures ease of accessibility to students on campus; and
5. The task force should be included in the accountability process to ensure that this project is completed within the described timeline and will continue to survey students about the accessibility and quality of their gender neutral restrooms; and
6. The task force should present triannual updates on restroom installments to the Board of Education as an Information Only item during the planning and execution process; and

BE IT FURTHER RESOLVED that the SCUSD Board of Education, in collaboration with Facilities, ensures that these restrooms be fully resourced and regularly restocked with necessary items like toilet paper, seat covers, soap, menstrual products (tampons and pads), hand dryers, and paper towels; and

BE IT FURTHER RESOLVED that new gender-neutral restrooms will be constructed with locking mechanisms that allow open student access without assistance from staff, as budgets and design specifications become available. Furthermore, Facilities Support Services will update the locking mechanisms of already existing gender-neutral restrooms; and

BE IT FURTHER RESOLVED that once locking mechanisms are updated, these restrooms are unlocked during school and expanded learning hours, and easily accessible and conveniently located for students, especially those with disabilities, without needing assistance or a key from a campus worker to access them. These restrooms must be located in high traffic student areas that are accessible to use within allowed restroom time limits at campuses; and

BE IT FINALLY RESOLVED that in consideration for the safety, comfort, and overall well-being of LGBTQ+ students, as well as all K-12 students within the Sacramento City Unified School District, this project be prioritized at the utmost importance.

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 20th day of June, 2024 by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

ATTESTED TO:

Lavinia Grace Phillips
President of the Board of Education

Lisa Allen
Secretary of the Board of Education



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.5

Meeting Date: June 20, 2024

Subject: Approve Resolution No. 3425: Campus Restroom Hygiene

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Youth Development Support Services

Recommendation: Approve Campus Restroom Hygiene Resolution No. 3425

Background/Rationale: In a survey conducted this year by the SAC regarding campus restroom hygiene and cleanliness, it was concluded that SCUSD campuses are extremely unhygienic. Students noted that restroom facilities lack the most basic necessities, in both quality and quantity. This resolution aims to address the need and urgency of ensuring campus restroom facilities are up to standard.

Financial Considerations: N/A

LCAP Goal(s): Youth Voice

Documents Attached:

1. Campus Restroom Hygiene Resolution No. 3425

Estimated Time of Presentation: 5 Minutes

Submitted by: Vanessa Reyes and the Student Advisory Council

Approved by: Lisa Allen, Superintendent

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

RESOLUTION NO. 3425

**RESOLUTION TO REQUIRE HYGIENIC AND SANITIZED RESTROOMS IN EACH
SCHOOL**

WHEREAS California Education Code Section 35292.5 states that every public and private school maintaining any combination of classes from kindergarten to grade 12, inclusive, shall comply with all the following:

1. Every restroom shall at all times be maintained and cleaned regularly, fully operational, and stocked at all times with menstrual products, toilet paper, soap, a functional sink, and paper towels or functional hand dryers.
2. The school shall keep all restrooms open during school hours when pupils are not in classes, and shall keep a sufficient number of restrooms open during school hours when pupils are in class.

WHEREAS California Education Code Section 35292.6 states that every public school maintaining any combination of classes from grades 3 to 12, inclusive shall stock the school's restrooms at all times with an adequate supply of menstrual products, available and accessible, free of cost, in all women's restrooms and gender-neutral restrooms, and at least one men's restroom.

WHEREAS California Education Code Section 17070.755 states that "the use of funds in the restricted account established pursuant to Section 17070.75, shall be to ensure that facilities, including, but not limited to, restroom facilities for pupils, are functional and that they meet local hygiene standards generally applicable to public facilities."

WHEREAS SCUSD Board Regulation 7110 states that, "Restrooms shall be sufficient to accommodate the maximum planned enrollment and located on campus to allow for supervision."

WHEREAS SCUSD Board Policy 5030 states that the board seeks to ensure that, "Every school is a safe, clean, and healthy place in which children, staff, and families can learn, work, and engage."

1. The Superintendent or designee will ensure that a healthy educational environment, considering both physical and psychological aspects, exists in all facilities.
2. A healthy physical environment includes physical safety; good air; access to fresh, no-cost, drinking water throughout the day; and access to restrooms with hot and cold running water, soap, disposable towels and/or hand dryers, proper trash and sanitary containers. Implementation of appropriate cleaning practices and properly operating heating and ventilation systems are required.

WHEREAS SCUSD Board Policy 0200 states that “The Governing Board shall provide for students' educational, personal and career needs by striving to: Maintain safe, healthful, and orderly campuses which encourage positive attitudes in students.”

WHEREAS a survey conducted by the Student Advisory Council found that only 12.4% of SCUSD high school respondents thought the restrooms were of quality or high quality and over 51% of students said that bathroom cleanliness impacts their daily performance.

NOW, THEREFORE, BE IT RESOLVED that in order to ensure the health and safety of students, Sacramento City Unified School District Facilities Support Services will ensure that school sites maintain sanitation standards in accordance with California Education Code 35292.5, where every restroom shall at all times be maintained and cleaned regularly; and

BE IT FURTHER RESOLVED that SCUSD Facilities Services will develop a standard for servicing, cleaning, and supplying campus restroom facilities to ensure it is maintained in a clean, sanitary, and serviceable condition in reflection of California Department of Industrial Relations 8397.4. To accomplish this, it is suggested that custodians within the Sacramento City Unified School District regularly update a system for reporting restroom maintenance as determined by the individual school site leaders;

BE IT FURTHER RESOLVED that SCUSD Facilities Services will report back to the Board of Education each semester regarding the progress of maintaining restroom hygiene and cleanliness, as well as to the Student Advisory Council per request of the council; and

BE IT FURTHER RESOLVED that SCUSD Facilities Services creates district-wide mandated protocols for the frequency at which restrooms are checked, cleaned, and stocked to ensure products such as toilet paper, soap, paper towels, and menstrual products are continuously restocked and bathrooms are operating to a full working standard at all times; and

BE IT FURTHER RESOLVED that the Sacramento City Unified School District will develop a system in coordination with individual school sites in order to continuously monitor the state of school restroom facilities and accessible stock of hygiene products including but not limited to: toilet paper, toilet seat covers, paper towels, soap, and feminine hygiene products (pads and tampons); and

BE IT FURTHER RESOLVED that all campuses will restock menstrual dispensers twice a week and continuously fix or replace such dispensers if they are broken; and

BE IT FURTHER RESOLVED that the Sacramento City Unified School District will be encouraged to employ more custodial staff, who will be employed proportionally to school sites based on student population; and

BE IT FURTHER RESOLVED that the costs associated with the implementation of this initiative are extraneous due to the nature of the initiative being to ensure precedent standards; and

BE IT FINALLY RESOLVED that the Sacramento City Unified School District recognizes campus hygiene as a major factor in overall wellness for all students.

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 20th day of June, 2024, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTESTED TO:

Lavinia Grace Phillips
President of the Board of Education

Lisa Allen
Secretary of the Board of Education



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.6

Meeting Date: June 20, 2024

Subject: Process Update: Charter Oversight, Investigation, and Renewal

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Office of the Deputy Superintendent

Recommendation: This is an information item. No Board action is recommended.

Background/Rationale: The Sacramento City Unified School Board authorizes 15 charter schools and directs the Superintendent and her designee, the Director of Innovative Schools, to perform the required oversight. The Director of Innovative Schools performs annual review of the authorized charter schools and reports that information to the Board. The Director will also receive, review, and bring charter renewal petitions to the board. The Board should expect to receive six charter renewal petitions in the 2024-25 school year which will need to be considered in accordance with legal requirements.

In May 2024, the Director of Innovative Schools presented an overview of the oversight and renewal processes to the board in public session. In both commentary during public session and communications sent to the board following the meeting, questions were raised about this process in general and specifically about oversight concerns regarding two charter schools (Sacramento Charter High School and St. Hope Public School 7). The purpose of this items is to inform the board of staff's process to investigate those concerns and clarify how that process relates to renewal considerations and annual oversight.

Financial Considerations: There are no financial considerations specific to this item.

LCAP Goal(s): Goal 8: Basic Services and Districtwide Operations/Supports

Documents Attached: N/A

Estimated Time of Presentation: 10 minutes

Submitted by: Mary Hardin Young, Deputy Superintendent
Amanda Goldman, Director, Innovative Schools

Approved by: Lisa Allen, Superintendent

Page 2 of 2

Page 1 of 2



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.7

Meeting Date: June 20, 2024

Subject: Fern Bacon Modernization Update

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Department: Facilities Support Services

Recommendation: Board to receive an update on the design and construction of Fern Bacon Middle School.

Background/Rationale: As part of on-going projects using data from the 2021 Facilities Master Plan, Fern Bacon Middle School was identified as a project using the equity and facility condition indexes in need for replacement or modernization. Fern Bacon's modernization design to date is focusing on a new 2 story educational/classroom building and office and modernization to the Cafeteria, Electives Building, and Gym. The property will also receive modernization to the interior quad, parking lot, and athletic fields. Construction is anticipated to last through at least Fall 2027, however, the phasing plan for construction has not been fully developed.

Financial Considerations: The project has a budget of \$100 million using Measure H funds.

LCAP Goal (s): Operational Excellence

Documents Attached: N/A

Estimated Time of Presentation: 10 minutes

Submitted by: Chris Ralston, Assistant Superintendent, Facilities Support Services

Approved by: Janea Marking, Chief Business & Operations Officer
Lisa Allen, Superintendent



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.8

Meeting Date: June 20, 2024

Subject: Citizens' Bond Oversight Committee Measures Q and R Report 2023-2024

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Facilities Support Services

Recommendation: Board to receive the 2023-2024 Measures Q and R Bond Oversight Committee's report.

Background/Rationale: The Citizens' Bond Oversight Committee for Measures Q and R is comprised of community members who are committed to improving the school facilities in which our children learn and overseeing the District's fiscal oversight duty to the voters. The Committee oversees the District's expenditure of bond proceeds by reviewing expenditure reports produced by the District to ensure bond proceeds are expended only for the purpose set forth in the ballot measure and that no bond proceeds are used for any teacher or administrative salaries or other operating expenses. The Committee works with an independent auditor, conducts research, and conducts site visits to guarantee these duties are fulfilled. The Committee meets four times a year. One of the requirements of this Committee is to present an annual report to the Board of Education.

Financial Considerations: N/A

LCAP Goal(s): College and Career Ready Graduates; Safe, Emotionally Healthy, Engaged Students; Family and Community Empowerment; Operational Excellence

Documents Attached: N/A

Estimated Time of Presentation: 5 minute presentation

Submitted by: Chris Ralston, Assistant Superintendent, Facility Support Services

Approved by: Janea Marking, Chief Business and Operations Officer

Lisa Allen, Superintendent



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 9.9

Meeting Date: June 20, 2024

Subject: Citizens' Bond Oversight Committee Measure H Report 2023-2024

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Facilities Support Services

Recommendation: Board to receive the 2023-2024 Measure H Bond Oversight Committee's report.

Background/Rationale: The Citizens' Bond Oversight Committee for Measure H is comprised of community members who are committed to improving the school facilities in which our children learn and overseeing the District's fiscal oversight duty to the voters. The Committee oversees the District's expenditure of bond proceeds by reviewing expenditure reports produced by the District to ensure bond proceeds are expended only for the purpose set forth in the ballot measure and that no bond proceeds are used for any teacher or administrative salaries or other operating expenses. The Committee works with an independent auditor, conducts research, and conducts site visits to guarantee these duties are fulfilled. The Committee meets four times a year. One of the requirements of this Committee is to present an annual report to the Board of Education.

Financial Considerations: N/A

LCAP Goal(s): College and Career Ready Graduates; Safe, Emotionally Healthy, Engaged Students; Family and Community Empowerment; Operational Excellence

Documents Attached:

Annual Report by Bond Oversight Committee Chair

Estimated Time of Presentation: 5 minute presentation

Submitted by: Nathaniel Browning, Director, Capital Projects, Facilities, and
Resource Management

Approved by: Chris Ralston, Assistant Superintendent, Facility Support Services
Janea Marking, Chief Business and Operations Officer
Lisa Allen, Superintendent

Date: May, 2024

To: SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

From: CITIZENS' BOND OVERSIGHT COMMITTEE ("CBOC") MEASURE H

Subject: CBOC FY 2022-23 ANNUAL REPORT TO THE BOARD OF EDUCATION

As required under California state law, the Sacramento City Unified School District Measure H Citizens' Bond Oversight Committee ("CBOC") delivers this Annual Report to the Sacramento City Unified School District Board of Education for the fiscal year 2022-23.

1. Summary

The Board representatives have diligently and with great care, consideration, effort and professionalism undertaken the establishment of the Citizens' Bond Oversight Committee (CBOC or Committee) and provided the Committee with all information, scheduling assistance, educational material, Bond information, legal guidance, Brown act information and guidance, school site visits, transportation assistance, Master Plan educational information, financial information, project status updates, audit reports and in any and all aspects have made themselves available to the members of the Committee at all times for whatever was asked of them.

The Committee has met quarterly and under their responsibilities is submitting this annual report to the Board of Directors of Sacramento City Unified School District.

Section 2. below identifies the requirements of the Committee and Section 3 details the Committees finding of in compliance or out of compliance with a brief description why. In some regards the Committee did not come to a unanimous finding and the differences of opinions are relayed. Section 3 concludes with a summary.

2. CBOC Requirements and Responsibilities

a. Per CA Educ Code § 15264 (2022)

As set forth per the above code and excerpted below A requirement that:

(b) Taxpayers directly participate in the oversight of bond expenditures.

This is interpreted by the CBOC as the requirement for the committee itself.

b. Per CA Educ Code § 15278 (2022)

As set forth per the above code and excerpted below the Committee must be established within 60 days:

(a) If a bond measure authorized pursuant to paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution and subdivision (b) of Section 18 of Article XVI of the California Constitution is approved, the governing board of the school district or community college shall establish and appoint members to an independent citizens' oversight committee, pursuant to Section 15282, within 60 days of the date that the governing board enters the election results on its minutes pursuant to Section 15274.

c. Per CA Educ Code § 15278 (2022)

As set forth per the above code and excerpted below the CBOC is to perform its oversight such that it is:

(1) Ensuring that bond revenues are expended only for the purposes described in paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.

(2) Ensuring that, as prohibited by subparagraph (A) of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution, no funds are used for any teacher or administrative salaries or other school operating expenses.

Paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution is excerpted below:

(3) Bonded indebtedness incurred by a school district, community college district, or county office of education for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities, approved by 55 percent of the voters of the district or county, as appropriate, voting on the proposition on or after the effective date of the measure adding this paragraph. This paragraph shall apply only if the proposition approved by the voters and resulting in the bonded indebtedness includes all of the following accountability requirements:

(A) A requirement that the proceeds from the sale of the bonds be used only for the purposes specified in Article XIII A, Section 1(b) (3), and not for any other purpose, including teacher and administrator salaries and other school operating expenses.

(B) A list of the specific school facilities projects to be funded and certification that the school district board, community college board, or county office of education has evaluated safety, class size reduction, and information technology needs in developing that list.

(C) A requirement that the school district board, community college board, or county office of education conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed.

(D) A requirement that the school district board, community college board, or county office of education conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects.

d. Per CA Educ Code § 15278 (2022)

As set forth per the above code and excerpted below the Committee may engage in the following activities:

(3) Inspecting school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.

(4) Receiving and reviewing copies of any deferred maintenance proposals or plans developed by a school district or community college district, including any reports required by Section 17584.1.

(5) Reviewing efforts by the school district or community college district to maximize bond revenues by implementing cost-saving measures, including, but not limited to, all of the following:

(A) Mechanisms designed to reduce the costs of professional fees.

(B) Mechanisms designed to reduce the costs of site preparation.

(C) Recommendations regarding the joint use of core facilities.

(D) Mechanisms designed to reduce costs by incorporating efficiencies in schoolsite design.

(E) Recommendations regarding the use of cost-effective and efficient reusable facility plans.

e. Per CA Educ Code § 15280 (2022)

As set forth per the above code and excerpted below the responsibilities regarding assistance to the CBOC are outlined:

(a) (1) The governing board of the district shall, without expending bond funds, provide the citizens' oversight committee with any necessary technical assistance and shall provide administrative assistance in furtherance of its purpose and sufficient resources to publicize the conclusions of the citizens' oversight committee.

(2) The governing board of the district shall provide the citizens' oversight committee with responses to any and all findings, recommendations, and concerns addressed in the annual, independent financial and performance audits required by subparagraphs (C) and (D) of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution within three months of receiving the audits.

(b) All citizens' oversight committee proceedings shall be open to the public and notice to the public shall be provided in the same manner as the proceedings of the governing board of the district. The citizens' oversight committee shall issue regular reports on the results of its activities. A report shall be issued at least once a year. Minutes of the proceedings of the citizens' oversight committee and all documents received and reports issued shall be a matter of public record and be made available on an Internet Web site maintained by the governing board of the district.

f. Per CA Educ Code § 15282 (2022)

As set forth per the above code and excerpted below regarding the membership of the committee:

(a) The citizens' oversight committee shall consist of at least seven members who shall serve for a minimum term of two years without compensation and for no more than three consecutive terms. While consisting of a minimum of at least seven members, the citizens' oversight committee shall be comprised, as follows:

(1) One member shall be active in a business organization representing the business community located within the school district or community college district.

(2) One member shall be active in a senior citizens' organization.

(3) One member shall be active in a bona fide taxpayers' organization.

(4) For a school district, one member shall be the parent or guardian of a child enrolled in the school district. For a community college district, one member shall be a student who is both currently enrolled in the community college district and active in a community college group, such as student government. The community college student member may, at the discretion of the governing board of the community college district, serve up to six months after his or her graduation.

(5) For a school district, one member shall be both a parent or guardian of a child enrolled in the school district and active in a parent-teacher organization, such as the Parent Teacher Association or schoolsite council. For a community college district, one member shall be active in the support and organization of a community college or the community colleges of the district, such as a member of an advisory council or foundation.

(b) An employee or official of the school district or community college district shall not be appointed to the citizens' oversight committee. A vendor, contractor, or consultant of the school district or community college district shall not be appointed to the citizens' oversight committee. Members of the citizens' oversight committee shall, pursuant to Sections 35233 and 72533, abide by the prohibitions contained in Article 4 (commencing with Section 1090) and Article 4.7 (commencing with Section 1125) of Chapter 1 of Division 4 of Title 1 of the Government Code.

g. Per Ballot Measure H language

As set forth in the Measure H Proposition to the voters there are a number of assertions that fall under the responsibility of the CBOC to oversight. These appear to be granted by the statement on the Measure H ballot that reads:

To assure that the funds are spent only as specified in the measure, Measure H requires: 1) the appointment of a citizen's oversight committee.....

Therefore all the following language of the Measure H proposition as represented to the voters and all the assertions and actions it makes, appear to fall under the required oversight of the committee. Some assertions are redundant with already stated requirements and as such have been omitted. These remaining assertions are listed below:

- i.** All moneys to be spent locally
- ii.** The measure requires a clear system of accountability to the public including a project list detailing exactly how the money will be used
- iii.** [This measure requires] The development of internal District equity indices to help identify funding priorities based on level of need
The District plans to utilize a formulaic approach to prioritize projects for implementation, with factors that may include the condition of the existing building/or infrastructure, need for adequate space to accommodate programs, demographic data and an analysis of capacity needed to serve the future student population.

3. CBOC Findings on Required Responsibilities

a. CBOC Findings on requirement (1) and (2) of CA Educ Code § 15278 (2022) [item (1) references paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution with the following items A,B,C and D]

i. (1) (A)

The CBOC finds the Board **in compliance** with the later portion of (A) in that to the best of the Committees understanding no funds have been spent “*for any other purpose, including teacher and administrator salaries and other school operating expenses*”. The first portion of requirements per (A) appears to be circular and redundant with (B), (C) and (D).

ii. (1) (B)

The CBOC debated requirement (1)(B). The Committee finds the District in compliance with this item in that the expenditures to date are consistent with the bond project list, as approved by the voters. However, the Chair of the Committee offers a dissenting opinion. The wording on the proposition as presented for the voters, under heading “Bond Project List” reads:

The Bond Project List below lists the specific (types of) projects the District proposes to finance....

The Board is required to furnish a specific project list on the proposition to the voters, and a majority of the Committee found the list to be in compliance. The dissenting opinion by the Chair of the Committee stated the list is not a specific project list. A list of the types of projects is not the same as a list of projects.

iii. (1) (C)

The CBOC finds the Board **in compliance** on item (C). Crowe LLP provided a performance audit and there were no finding.

iv. (1) (D)

The CBOC finds the Board **in compliance** with item (D). Crowe provided a financial audit and there were no findings.

v. (2)

This requirement appears to be redundant with item (A). The CBOC finds the Board **in compliance** in that to the best of the Committees understanding no funds have been spent “*for any other purpose, including teacher and administrator salaries and other school operating expenses.*”

b. CBOC findings on requirement per CA Educ Code § 15264 (2022)

The CBOC finds the Board **in compliance** in that it has established a Committee.

c. CBOC findings on requirements per CA Educ Code § 15282 (2022)

The CBOC finds the Board **out of compliance** in that the Committee does not include a member of a senior citizen’s organization nor a member of a taxpayer’s organization. The Committee has suggested the Board solicit these specific organizations and furnish documentation of solicitations. The Committee and District staff have agreed to collaborate on ways to continue and improve on member recruitment efforts.

d. CBOC findings Per CA Educ Code § 15278 (2022)

The CBOC finds the Board **in compliance** in that it has fully supported and engaged in all the listed aspects that the code identifies that the Committee may engage in. The Board representatives initiated and planned visits to school sites, furnished reports on maintenance required and physical conditions of school sites, fully explained and elaborated on their methods to reduce costs of construction, professional fees and site development, thoroughly answered all committee member questions regarding bidding, planning, master planning and more, and in all other ways have provided the committee with any and all information that appears available. In no instance has the Board representatives withheld information or not willingly responded in all requests, questions or interests of any Committee members.

Throughout the quarterly meetings the Board representatives have thoroughly demonstrated their individual and collective competency in managing and directing the Facilities Master Plan and the decisions as to which specific projects to undertake while being consistent with the language of the Bond Measure in the general promise it makes to the voters. And in similar fashion the Board representatives have demonstrated their competency in managing the bidding, procurement and construction of the projects.

e. CBOC findings per CA Educ Code § 15280 (2022)

The CBOC finds the Board **in compliance** in that it has provided technical assistance to the Committee and has instructed the Committee on its requirements for an annual report. Continued assistance on these regards is assumed to be forthcoming.

f. CBOC findings on Measure H language

i. All moneys to be spent locally

The CBOC finds the Board **in compliance** with the above stated requirement.

ii. Clear system of accountability to the public including a project list detailing exactly how the money will be used

The CBOC finds the Board **in compliance** with the above stated requirement with the understanding that this has been done through their development of specific projects that have been furnished to the Committee, and hence the public, post ballot measure.

iii. The development of internal District equity indices to help identify funding priorities based on level of need

The CBOC finds the Board **in compliance** with the above stated requirement. The Board representatives have provided an extensive overview of their methodology and approach to comply. The representatives have explained how their post ballot measure project list decisions take into account not only the physical condition of a school site but the quality of the surrounding neighborhoods, the safety of the surroundings, the historical disadvantages of the student population and demographic data indicating the student's likelihood of post secondary options.

iv. Utilize a formulaic approach to prioritize projects for implementation, with factors that may include the condition of the existing building/or infrastructure, need for adequate space to accommodate programs, demographic data and an analysis of capacity needed to serve the future student population.

The CBOC finds the Board **in compliance** with the above stated requirement. The Board representatives have provided an extensive overview of their methodology and approach to comply with this stated requirement. The representatives have explained their evaluation of conditions of school sites through thorough physical

surveys, their evaluation of demographic needs and a strong understanding of expected student populations informing their project plans.

4. Summary

The Committee overall appears very assured in that the Board of Directors and the District in general, as represented to the Citizens' Bond Oversight Committee, is meeting the intent of Measure H as represented to the voters. The Committee as a whole finds the Board and District is meeting the broad intent of Measure H in their choice of projects, the manner in which the projects are executed and the financial responsibility under which the Bond funds are managed.

Respectfully submitted,

Manuel Jimenez, Chair of Sacramento City Unified School District, Measure H, Citizens' Bond Oversight Committee



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 10.1

Meeting Date: June 20, 2024

Subject: Public Hearing: SCUSD SELPA Local Plan – Contracts, Annual Budget Plan, Annual Service Plan

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Special Education

Recommendation: Approve and adopt.

Background/Rationale: The SCUSD SELPA Local Plan is annually required to be adopted by the District Governing Board. For the 2024-2025 school year, the Local Plan update includes updates to the Contracts, Governance, Annual Budget, and Annual Service Plan sections. These updates are in alignment with new CDE policies on having all SELPAs in the state use consistent forms.

Financial Considerations: The SCUSD SELPA receives federal, state, and local funds to provide supports and services. The District also provides a local contribution to make up the needed funds to provide full continuum of services.

LCAP Goal(s): NA

Documents Attached:

1. SELPA Local Plan

Estimated Time of Presentation: 15 minutes

Submitted by: Yvonne Wright, Chief Academic Officer, Geovanni Linares SELPA Director

Approved by: Lisa Allen

Special Education Local Plan Area (SELPA) Local Plan

SELPA

Fiscal Year

LOCAL PLAN

Section A: Contacts and Certifications

SPECIAL EDUCATION LOCAL PLAN AREA



California Department of Education

Special Education Division

Local Plan Annual Submission

Section A: Contacts and Certifications

SELPA

Fiscal Year

Contact Information and Certification Requirements

A1. Check the box or boxes that best represents the SELPA's Local Plan submission to the California Department of Education (CDE):

NEW SELPA (for proposed multiple Local Educational Agency (LEA) SELPA, or COE joined SELPA only)

Local Plan Section B: Governance and Administration

- Local Plan Section B
- Certifications 1, 3, 4 and 5 are required
- Attachment I is required. Note: Additional attachments may be required if the amendment affects the services or funding associated with the Local Plan

Local Plan Section D: Annual Budget Plan

Select if this Local Plan Section D submission was revised after June 30th due date

- Local Plan Section D
- Certifications 2, 3, 4 and 5 are required
- Attachments I-V are required
- If the submission is an amendment of special education revenues and/or expenditures previously reported to the CDE due to changes in services and programs provided by LEAs within the SELPA, then the SELPA must also submit an amendment for Local Plan Section E: Annual Service Plan, along with Attachment VI and VII.

Local Plan Section E: Annual Service Plan

Select if this Local Plan Section E submission was revised after June 30th due date

- Local Plan Section E
- Certifications 2, 3, 4 and 5 are required
- Attachments I and VI are required
- If the submission is an amendment of programs and services previously reported to the CDE that affect the allocation of special education funds to LEAs within the SELPA, then the SELPA must also submit an amendment for Local Plan Section D: Annual Budget Plan, along with Attachments II-V and VII.

Local Educational Agency Membership Changes

Section A: Contacts and Certifications

SELPA

Fiscal Year

A2. SELPA Identification

Enter the 4-digit SELPA code issued by the CDE. SELPA codes can be found on the CDE website located at <http://www.cde.ca.gov/sp/se/as/caselpas.asp>.

SELPA

A3. SELPA Administrator Contact Information

Enter address information for the SELPA. Include current SELPA administrator contact information. NOTE: SELPA administrator position changes do not require amendments to the Local Plan. However, in such cases the new SELPA administrator assumes the responsibility for the contents and implementation of the last approved Local Plan filed with the CDE.

SELPA Name	<input type="text" value="Sacramento City Unified"/>		
Street Address	<input type="text" value="5735 47th Avenue"/>	Zip Code	<input type="text" value="95824"/>
City	<input type="text" value="Sacramento"/>	County	<input type="text" value="Sacramento"/>
Mailing Address	<input type="text" value="5735 47th Avenue"/>		
City	<input type="text" value="Sacramento"/>	Zip Code	<input type="text" value="95824"/>
Administrator First Name	<input type="text" value="Geovanni"/>	Administrator Last Name	<input type="text" value="Linares"/>
Administrator Title	<input type="text" value="SELPA Director"/>		
Administrator's Email	<input type="text" value="geovanni-linares@scusd.edu"/>		
Telephone	<input type="text" value="(916) 643-9163"/>	Extension	<input type="text"/>

A4. Administrative Entity (Responsible Local Agency or Person (as applicable) Contact Information

Enter information for the current administrative entity. This is the responsible local agency or, an administrative unit for a multiple LEA SELPA or COE joined SELPA; or an identified responsible person for a single LEA SELPA. In either case, the administrative entity identified is responsible for the implementation and/or fiscal administration of the Local Plan.

Administrative Entity Name	<input type="text" value="Sacramento City Unified School District"/>		
Street Address	<input type="text" value="5735 47th Avenue"/>	Zip Code	<input type="text" value="95824"/>

Section A: Contacts and Certifications

SELPA Fiscal Year

City County
Contact First Name Last Name
Contact Title
Email
Telephone Extension

Special Education Local Plan Area Review Requirements

Community Advisory Committee

A5. Pursuant to California *Education Code (EC)* sections 56194(a) and (b); and 56205(a)(12)(E) and (b)(7), the SELPA must involve the Community Advisory Committee (CAC) at regular intervals during the development and review of each Local Plan section. The SELPA collaborated with the CAC throughout the development, amendment, and review of all Local Plan sections included with this submission?

Yes No N/A (Section D and/or Section E submissions)

A6. Pursuant to *EC* Section 56207(b)(7), the Local Plan section(s): Section B: Governance and Administration: Annual Service Plan must be provided to the CAC for final review 30 days prior to the plan being submitted the CDE.

The Local Plan was submitted to the CAC on:

N/A (Section D and/or Section E submissions)

County Office of Education

A7. Pursuant to *EC* sections 56140, 56195.1(c), and 56205, within 45 days, the COE, or COEs (as applicable) must approve or disapprove any proposed Local Plan, including any amendment submitted by a SELPA within the county or counties. Enter the COE or COEs responsible for, coordinating special education services within a county, reviewing, and approving the Local Plan.

Select the "Add COE" button to add additional COEs as needed. Users may select the "checkbox" next to the COE entry and the "Delete COE" to remove entries as necessary.

Section A: Contacts and Certifications

SELPA

Fiscal Year

COE responsible for approving the Local Plan

Local Plan section(s) was/were provided to the COE(s) listed for approval on

Public Hearing Requirements

Local Plan Section D: Annual Budget Plan and Section E: Annual Service Plans

Public Hearing notices must be posted at each school site informing the public of the SELPA Public Hearing for the adoption of Local Plan Section D: Annual Budget Plan, and/or Local Plan Section E: Annual Service Plan at least 15 days before the hearing. Evidence of the posting should be maintained and made available to the CDE upon request.

A8. Local Plan Section D: Annual Budget Plan Public Hearing

Most Recent School Site Posting Date

SELPA Public Hearing Date

A9. Local Plan Section E: Annual Service Plan Public Hearing

Most Recent School Site Posting Date

SELPA Public Hearing Date

Submitting the Local Plan to the California Department of Education

STEP 1: Contacts and Certifications

Section A is required when submitting any and all Local Plan sections to the CDE for approval. Certifications and applicable attachments associated with the type of submission identified in item A1 above must be included with each submission.

STEP 2: SELPA Governance Structure

A10. For the purposes of special education, the governing board of a district/charter LEA must elect to participate in a SELPA. The SELPA's governance structure is defined by this election. The SELPA meets requirements and has elected the following governance structure for the Local Plan. Select one of the following three choices:

Section A: Contacts and Certifications

SELPA

Fiscal Year

- Single LEA SELPA: This selection includes only one district LEA (this selection does not include a COE); or
- Multiple LEA SELPA: This selection includes one district or charter LEA together with one or more additional district or charter LEA(s), or a combination thereof (this selection does not include a COE); or
- COE Joined SELPA: A district (or charter) LEA(s) joined with a COE(s) to form a SELPA (this selection includes one or more district or charter LEA(s) *AND* one or more COEs).

STEP 3: Prior Submissions

A11. Enter the fiscal year of the previously submitted Local Plan section:

Section B: Governance and Administration

Section D: Annual Budget Plan

Section E: Annual Service Plan

STEP 4: Local Plan Collaboration

A12. Many representatives of the community are involved in the development of all sections of a Local Plan. In this table, report the participation of key stakeholders required to participate in regular meetings by EC sections 56001(f) and 56192 including administrators, general education teachers, special education teachers, members of the CAC, parents selected by the CAC, or other persons concerned with individuals with exceptional needs. Include the agency, first and last name, the title of each participant who was involved in the collaboration in the development of the Local Plan sections, and the section worked on. Select the "Add" button to insert a new row and the "-" button to delete the corresponding row.

Add	Agency	First and Last Name	Title	Section
-				
-				

STEP 5: Certifications

A13. Select the check box below to indicate which of the five certifications are being submitted. Include the total number of each type of certification being submitted.

- Certification 1: SELPA Local Plan Section B: Governance and Administration

Section A: Contacts and Certifications

SELPA

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- Certification 2: SELPA Local Plan Section D: Annual Budget Plan and Section E: Annual Service Plan
- Certification 3: COE (Required for all SELPA Local Plan Sections B, D, and E)
Number Submitted
- Certification 4: CAC (Required for all SELPA Local Plan Sections B)
- Certification 5: LEA (Required for all SELPA Local Plan Sections B, D, and E)
Number Submitted

STEP 6: Electronic Signatures

A14. All applicable certifications must be electronically signed and included with the Local Plan.

STEP 7: Final Check

- All certifications submitted to the CDE must be electronically signed.
- Local Plan must be submitted to the CDE using the SELPA's assigned Box.com web address.
- In order to facilitate the timely processing, approval, and distribution of SELPA funding, please submit the Local Plan in the original, CDE-approved format. All templates are coded for the CDE's record keeping purposes.
- Handwritten, scanned, or modified templates remove the coding from the fields and impede the CDE's processing of the Local Plan. In such cases, SELPAs may be required to resubmit handwritten, scanned, or modified Local Plans that are not saved in the original 2022–23 CDE Local Plan Submission template provided, resulting in a delay in approval and funding.

Section A: Contacts and Certifications

SELPA

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Certification 1
Local Plan Section B: Governance and Administration

IMPORTANT: Certification 1 is required when the information being submitted to the CDE is related to Local Plan Section B: Governance and Administration.

I certify the attached Governance and Administration Local Plan section has been adopted by all LEA members listed in Attachment I and is the basis for the operation and administration of special education programs. I further assure the agency(ies) represented herein will meet all applicable requirements of state and federal laws, regulations, and state policies and procedures, including compliance with the Individuals with Disabilities Education Act (IDEA), Title 20 of *United States Code (USC)* 1400 et seq., implementing regulations under; the Federal Rehabilitation Act of 1973, 29 *USC*, Chapter 16 as applicable; the Federal Americans with Disabilities Act of 1990, 42 *USC*, 12101 et seq.; *Code of Federal Regulations*, Title 34, Parts 300 and 303; *EC Part 30*; and the *California Code of Regulations*, Title 5, Chapter 3, Division 1.

C1-1. I certify the SELPA governance and administrative structure as a:

- Single LEA SELPA Multiple LEA SELPA COE Joined SELPA

C1-2. The SELPA collaborated with the CAC throughout the development, amendment, and review of all Local Plan sections included with this submission?

- Yes No (If the answer is "NO," please include comments.)

C1-3. The SELPA reviewed and considered comments provided by the CAC regarding this Local Plan submission.

- Yes No (If the answer is "NO," please include comments.)

C1-4. Specific web address where the SELPA Local Plan, including all sections, is posted.

Administrative Entity*

Date

SELPA Governance Council or Responsible Individual

Date

Section A: Contacts and Certifications

SELPA

Fiscal Year

SELPA Administrator

Date

*If the Local Plan represents a single LEA SELPA, then the responsible individual identified in item A4 of Section A must sign here. If the Local Plan represents a multiple LEA SELPA, or a COE joined SELPA, then the administrative entity's designee identified in item A4 of Section A must electronically sign here.

Section A: Contacts and Certifications

SELPA

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Certification 2

Local Plan Section D: Annual Budget Plan and Section E: Annual Service Plan

IMPORTANT: Certification 2 is required when the information being submitted to the CDE is related to Local Plan Section D: Annual Budget Plan and/or Section E: Annual Service Plan.

I certify the attached Local Plan Section Section D: Annual Budget Plan and/or Section E: Annual Service Plan was/were adopted at a SELPA public hearing(s) and is/are the basis for the operation and administration of special education programs specified herein. I further assure the LEAs identified in Attachment I will meet all applicable requirements of state and federal laws, regulations, and state policies and procedures, including compliance with the *Individuals with Disabilities Education Act (IDEA)*, Title 20 of *United States Code (USC)* 1400 et seq., implementing regulations under; the *Federal Rehabilitation Act of 1973*, 29 *USC*, Chapter 16 as applicable; the *Federal Americans with Disabilities Act of 1990*, 42 *USC*, 12101 et seq.; *Code of Federal Regulations*, Title 34, Parts 300 and 303; *EC Part 30*; and the *California Code of Regulations*, Title 5, Chapter 3, Division 1.

C2-1. I certify the SELPA governance and administrative structure as a:

Single LEA SELPA Multiple LEA SELPA COE Joined SELPA

Yes No (If the answer is "NO," please include comments.)

Yes No (If the answer is "NO," please include comments.)

C2-4. Specific web address where the SELPA Local Plan, including all sections, is posted.

Administrative Entity*

Date

SELPA Governance Council or Responsible Individual

Date

SELPA Administrator

Date

Section A: Contacts and Certifications

SELPA

Fiscal Year

*If the Local Plan represents a single LEA SELPA, then the responsible individual identified in item A4 of Section A must sign here. If the Local Plan represents a multiple LEA SELPA, or a COE joined SELPA, then the administrative entity's designee identified in item A4 of Section A must electronically sign here.

Special Education Local Plan Area (SELPA) Local Plan

SELPA

Fiscal Year

LOCAL PLAN

Section D: Annual Budget Plan

SPECIAL EDUCATION LOCAL PLAN AREA



California Department of Education

Special Education Division

Local Plan Annual Submission

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Local Plan Section D: Annual Budget Plan

Projected special education budget funding, revenues, and expenditures by LEAs are specified in **Attachments II–V**. This includes supplemental aids and services provided to meet the needs of students with disabilities as defined by the Individuals with Disabilities Education Act (IDEA) who are placed in regular education classrooms and environments, and those who have been identified with low incidence disabilities who also receive special education services.

IMPORTANT: Adjustments to any year’s apportionment must be received by the California Department of Education (CDE) from the SELPA prior to the end of the first fiscal year (FY) following the FY to be adjusted. The CDE will consider and adjust only the information and computational factors originally established during an eligible FY, if the CDE's review determines that they are correct. *California Education Code (EC) Section 56048*

Pursuant to *EC Section 56195.1(2)(b)(3)*, each Local Plan must include the designation of an administrative entity to perform functions such as the receipt and distribution of funds. Any participating local educational agency (LEA) may perform these services. The administrative entity for a multiple LEA SELPA or an LEA that joined with a county office of education (COE) to form a SELPA, is typically identified as a responsible local agency or administrative unit. Whereas, the administrative entity for single LEA SELPA is identified as a responsible individual. Information related to the administrative entity must be included in Local Plan Section A: Contacts and Certifications.

Section D: Annual Budget Plan

SELPA Sacramento City Unified School District

Fiscal Year 2024-25

TABLE 1

Special Education Projected Revenue Reporting (Items D-1 to D-3)

D-1. Special Education Revenue by Source

Using the fields below, identify the special education projected revenue by funding source. The total projected revenue and the percent of total funding by source is automatically calculated.

Funding Revenue Source	Amount	Percentage of Total Funding
Assembly Bill (AB) 602 State Aid	31,206,530	62.42%
AB 602 Property Taxes	2,688,061	5.38%
Federal IDEA Part B	10,245,570	20.49%
Federal IDEA Part C	139,420	0.28%
State Infant/Toddler	0	0.00%
State Mental Health	2,920,227	5.84%
Federal Mental Health	477,100	0.95%
Other Projected Revenue	2,315,506	4.63%
Total Projected Revenue:	49,992,414	100.00%

D-2. "Other Revenue" Source Identification

Identify all revenue identified in the "Other Revenue" category above, by revenue source, that is received by the SELPA specifically for the purpose of special education, including any property taxes allocated to the SELPA pursuant to EC Section 2572. EC Section 56205(b)(1)(B)

RESC 6520 - Special Education Workability - \$373,275
 RESC 6547 Special Education Early Intervention Preschool - \$1,942,231

D-3. Attachment II: Distribution of Projected Special Education Revenue

Using the form template provided in **Attachment II**, complete a distribution of revenue to all LEAs participating in the SELPA by funding source.

Section D: Annual Budget Plan

SELPA

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TABLE 2

Total Projected Budget Expenditures by Object Code (Items D-4 to D-6)

D-4. Total Projected Budget by Object Code

Using the fields below, identify the special education expenditures by object code. The total expenditures and the percent of total expenditures by object code is automatically calculated.

Object Code	Amount	Percentage of Total Expenditures
Object Code 1000—Certificated Salaries	<input type="text" value="52,913,621"/>	35.13%
Object Code 2000—Classified Salaries	<input type="text" value="18,082,352"/>	12.01%
Object Code 3000—Employee Benefits	<input type="text" value="44,964,980"/>	29.85%
Object Code 4000—Supplies	<input type="text" value="2,116,577"/>	1.41%
Object Code 5000—Services and Operations	<input type="text" value="28,639,096"/>	19.01%
Object Code 6000—Capital Outlay	<input type="text" value="50,000"/>	0.03%
Object Code 7000—Other Outgo and Financing	<input type="text" value="3,852,899"/>	2.56%
Total Projected Expenditures:	150,619,525	100.00%

D-5. Attachment III: Projected Local Educational Agency Expenditures by Object Code

Using the templates provided in **Attachment III**, complete a distribution of projected expenditures by LEAs participating in the SELPA by object code.

D-6. Code 7000—Other Outgo and Financing

Include a description for the expenditures identified under object code 7000:

Section D: Annual Budget Plan

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TABLE 3

Federal, State, and Local Revenue Summary (Items D-7 to D-8)

D-7. Federal Categorical, State Categorical, and Local Unrestricted Funding

Using the fields below, enter the projected funding by revenue jurisdiction. The "Total Revenue From All Sources" and the "Percentage of Total Funding" fields are automatically calculated.

Revenue Source	Amount	Percentage of Total Funding
Projected State Special Education Revenue	<input type="text" value="39,130,324"/>	26.45%
Projected Federal Revenue	<input type="text" value="10,862,090"/>	7.34%
Local Contribution	<input type="text" value="97,922,501"/>	66.20%
Total Revenue from all Sources:	147,914,915	100.00%

D-8. Attachment IV: Projected Revenue by Federal, State, and Local Funding Source by Local Educational Agency

Using the CDE-approved template provided in **Attachment IV**, provide a complete distribution of revenues to all LEAs participating in the SELPA by federal and state funding source.

D-9. Special Education Local Plan Area Allocation Plan

- a. Describe the SELPA's allocation plan, including the process or procedure for allocating special education apportionments, including funds allocated to the RLA/AU/responsible person pursuant to *EC* Section 56205(b)(1)(A).

- b. YES NO

If the allocation plan specifies that funds will be apportioned to the RLA/AU/AE, or to the SELPA administrator (for single LEA SELPAs), the administrator of the SELPA, upon receipt, distributes the funds in accordance with the method adopted pursuant to *EC* Section 56195.7(i). This allocation plan was approved according to the SELPA's local policymaking process and is consistent with SELPA's summarized policy statement identified in Local Plan Section B: Governance and Administration item B-4. If the response is "NO," then either Section D should be edited, or Section B must be amended according to the SELPA's adopted policy making process, and resubmitted to the COE and CDE for approval.

Section D: Annual Budget Plan

SELPA Sacramento City Unified School District

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TABLE 4

Special Education Local Plan Area Expenditures (Items D-10 to D-11)

D-10. Regionalized Operations Budget

Using the fields below, identify the total operating expenditures projected for the SELPA, exclusively. Expenditure line items are according SACS object codes. Include the projected amount budgeted for the SELPA's exclusive use. The "Percent of Total" expenses is automatically calculated. NOTE: Table 4 does not include district LEA, charter LEA, or COE LEA expenditures, there is no Attachment to be completed for Table 4.

Accounting Categories and Codes	Amount	Percentage of Total
Object Code 1000—Certificated Salaries	111,489	45.04%
Object Code 2000—Classified Salaries	36,594	14.78%
Object Code 3000—Employee Benefits	75,659	30.56%
Object Code 4000—Supplies		0.00%
Object Code 5000—Services and Operations	16,423	6.63%
Object Code 6000—Capital Outlay		0.00%
Object Code 7000—Other Outgo and Financing	7,386	2.98%
Total Projected Operating Expenditures:	247,550.91	100.00%

D-11. Object Code 7000 --Other Outgo and Financing Description

Include a description of the expenditures identified under "Object Code 7000—Other Outgo and Financing" by SACS codes. See Local Plan Guidelines for examples of possible entries.

Object 7310 - Indirect Costs

Section D: Annual Budget Plan

SELPA

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TABLE 5

Supplemental Aids and Services and Students with Low Incidence Disabilities (D-12 to D-15)

The standardized account code structure (SACS), goal 5760 is defined as "Special Education, Ages 5–22." Students with a low incidence (LI) disability are classified severely disabled. The LEA may elect to have locally defined goals to separate low-incidence disabilities from other severe disabilities to identify these costs locally.

D-12. Defined Goals for Students with LI Disabilities

Does the SELPA, including all LEAs participating in the SELPA, use locally defined goals to separate low-incidence disabilities from other severe disabilities?

YES NO

D-13. Total Projected Expenditures for Supplemental Aids and Services in the Regular Classroom and for Students with LI Disabilities

Enter the projected expenditures budgeted for Supplemental Aids and Services (SAS) disabilities in the regular education classroom.

D-14. Total Projected Expenditures for Students with LI Disabilities

Enter the total projected expenditures budgeted for students with LI disabilities.

D-15. Attachment V: Projected Expenditures by LEA for SAS Provided to Students with Exceptional Needs in the Regular Classroom and Students with LI Disabilities

Using the current CDE-approved template provided for Attachment V, enter the SELPA's projected funding allocations to each LEA for the provision of SAS to students with exceptional needs placed in the regular classroom setting and for those who are identified with LI disabilities. Information included in this table must be consistent with revenues identified in Section D, Table 5.

Special Education Local Plan Area (SELPA) Local Plan

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LOCAL PLAN
Section E: Annual Service Plan
SPECIAL EDUCATION LOCAL PLAN AREA



California Department of Education
Special Education Division
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Local Plan Section E: Annual Service Plan

California *Education Code (EC)* sections 56205(b)(2) and (d); 56001; and 56195.9

The Local Plan Section E: Annual Service Plan must be adopted at a public hearing held by the SELPA. Notice of this hearing shall be posted in each school in the SELPA at least 15 days before the hearing. Local Plan Section E: Annual Service Plan may be revised during any fiscal year according to the SELPA's process as established and specified in Section B: Governance and Administration portion of the Local Plan consistent with *EC* sections 56001(f) and 56195.9. Local Plan Section E: Annual Service Plan must include a description of services to be provided by each local educational agency (LEA), including the nature of the services and the physical location where the services are provided (Attachment VI), regardless of whether the LEA is participating in the Local Plan.

Services Included in the Local Plan Section E: Annual Service Plan

All entities and individuals providing related services shall meet the qualifications found in Title 34 of the *Code of Federal Regulations (34 CFR)* Section 300.156(b), Title 5 of the *California Code of Regulations (5 CCR)* 3001(r) and the applicable portions 3051 et. seq.; and shall be either employees of an LEA or county office of education (COE), employed under contract pursuant to *EC* sections 56365-56366, or employees, vendors or contractors of the State Departments of Health Care Services or State Hospitals, or any designated local public health or mental health agency. Services provided by individual LEAs and school sites are to be included in **Attachment VI**.

Include a description each service provided. If a service is not currently provided, please explain why it is not provided and how the SELPA will ensure students with disabilities will have access to the service should a need arise.

- 330–Specialized Academic Instruction/
Specially Designed Instruction

Provide a detailed description of the services to be provided under this code.

Adapting, as appropriate, to the needs of the child with a disability the content, methodology, or delivery of instruction to ensure access of the child to the general curriculum, so that he or she can meet the educational standards within the jurisdiction of the public agency that apply to all children. (34 CFR 300.39(b)(3)).

Service is Not Currently Provided

- 210–Family Training, Counseling, Home
Visits (Ages 0-2 only)

Service is Not Currently Provided

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220–Medical (Ages 0-2 only) *Service is Not Currently Provided*

230–Nutrition (Ages 0-2 only) *Service is Not Currently Provided*

240–Service Coordination (Ages 0-2 only) *Service is Not Currently Provided*

250–Special Instruction (Ages 0-2 only) *Service is Not Currently Provided*

Include an explanation as to why the service option is not included as part of the SELPA's continuum of services available to students with disabilities.

260–Special Education Aide (Ages 0-2 only) *Service is Not Currently Provided*

Include an explanation as to why the service option is not included as part of the SELPA's continuum of services available to students with disabilities.

270–Respite Care (Ages 0-2 only) *Service is Not Currently Provided*

Include an explanation as to why the service option is not included as part of the SELPA's continuum of services available to students with disabilities.

340–Intensive Individual Instruction

Section E: Annual Service Plan

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Provide a detailed description of the services to be provided under this code.

Individualized Education Program (IEP) Team determination that student requires additional support for all or part of the day to meet his or her IEP goals.

Service is Not Currently Provided

350–Individual and Small Group Instruction

Provide a detailed description of the services to be provided under this code.

Instruction delivered one-to-one or in a small group as specified in an IEP enabling the individual(s) to participate effectively in the total school program (30 EC 56441.2, 5 CCR 305.1) (Ages 3 through 5 only).

Service is Not Currently Provided

415–Speech and Language

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

Services provide remedial intervention for eligible individuals with difficulty understanding or using spoken language. The difficulty may result from problems with articulation (excluding abnormal swallowing patterns, if that is the sole assessed disability); abnormal voice quality, pitch, or loudness; fluency; hearing loss; or the acquisition, comprehension, or expression of spoken language. Language deficits or speech patterns resulting from unfamiliarity with the English language and from environmental, economic, or cultural factors are not included.
Services include: specialized instruction and services, monitoring, reviewing, and consultation. Services may be direct or indirect including the use of a speech consultant.

425–Adapted Physical Education

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

Direct physical education services provided by an adapted physical education specialist to pupils who have needs that cannot be adequately satisfied in other physical education programs as indicated by assessment and evaluation of motor skills performance and other areas of need. It may include individually designed developmental activities, games, sports

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and rhythms, for strength development and fitness, suited to the capabilities, limitations, and interests of individual students with disabilities who may not safely, successfully or meaningfully engage in unrestricted participation in the vigorous activities of the general or modified physical education program. (CCR Title 5 §3051.5).

- 435–Health and Nursing: Specialized Physical Health Care *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Health care services means those health services prescribed by the child’s licensed physician and/or surgeon, requiring medically related training of the individual who performs the services and which are necessary during the school day to enable the child to attend school (CCR §3051.12(b)(1)(A)). Specialized physical health care services include but are not limited to suctioning, oxygen administration, catheterization, nebulizer treatments, insulin administration and glucose testing (CEC 49423.5 (d)).

- 436–Health and Nursing: Other *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

This includes services that are provided to individuals with exceptional needs by a qualified individual pursuant to an IEP when a student has health problems which require nursing intervention beyond basic school health services. Services include managing the health problem, consulting with staff, group and individual counseling, making appropriate referrals, and maintaining communication with agencies and health care providers. These services do not include any physician-supervised or specialized health care service. IEP-required health and nursing services are expected to supplement the regular health

- 445–Assistive Technology *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Any specialized training or technical support for the incorporation of assistive devices, adapted computer technology, or specialized media with the educational programs to improve access for students. The term includes a functional analysis of the student's needs for assistive technology; selecting, designing, fitting, customizing, or repairing appropriate devices; coordinating services with assistive technology devices; training or technical assistance for students with a disability, the student's family, individuals providing education or rehabilitation services, and employers. (34 CFR Part 300.6).

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450—Occupational Therapy

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

Includes services to improve student's educational performance, postural stability, self-help abilities, sensory processing and organization, environmental adaptation and use of assistive devices, motor planning and coordination, visual perception and integration, social and play abilities, and fine motor abilities.

Services may be provided within the classroom, other educational settings or the home; in a group or on an individual basis; and may include therapeutic techniques to develop abilities; adaptations to the student's environment or curriculum; and consultation and collaboration with other staff and parents. Services provided based upon recommendation of the IEP team and by a qualified occupational therapist registered with the American Occupational Therapy Certification Board. (CCR Title 5 §. 3051.6, EC Part 30 §56363).

460—Physical Therapy

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

These services are provided, based on recommendation of the IEP team, by a registered physical therapist, or physical therapist assistant, when assessment shows a discrepancy between gross motor performance and other educational skills. Physical therapy includes, but is not limited to, motor control and coordination, posture and balance, self-help, functional mobility, accessibility and use of assistive devices. Services may be provided within the classroom, other educational settings or in the home; and may occur in groups or individually. These services may include adaptations to the student's environment and curriculum, selected therapeutic techniques and activities, and consultation and collaborative interventions with staff and parents. (B&PC Ch. 5.7, CCR Title 5 §3051.6, EC Part 30 §56363, GC-Interagency Agreements Ch. 26.5

510—Individual Counseling

Provide a detailed description of the services to be provided under this code.

One-to-one counseling, provided by a qualified individual pursuant to an IEP. Counseling may focus on aspects, such as educational, career, personal; or be with parents or staff members on learning problems or guidance programs for students. Individual counseling is expected to supplement the regular guidance and counseling program. (34 CFR § 300.24(b)(2), (CCR Title 5 §3051.9).

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Service is Not Currently Provided

515–Counseling and Guidance

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

Counseling in a group setting, provided by a qualified individual pursuant to an IEP. Group counseling is typically social skills development, but may focus on aspects, such as educational, career, personal; or be with parents or staff members on learning problems or guidance programs for students. IEP-required group counseling is expected to supplement the regular guidance and counseling program. (34 CFR §300.24.(b)(2)); CCR Title 5 §3051.9) Guidance services include interpersonal, intrapersonal or family interventions, performed in an individual or group setting by a qualified individual pursuant to an IEP. Specific programs include social skills development, self-esteem building, parent training, and assistance to special education students supervised by staff credentialed to serve special education students. These services are expected to supplement the regular guidance and counseling program. (34 CFR 300.306; CCR Title 5 §3051.9).

520–Parent Counseling

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

Individual or group counseling provided by a qualified individual pursuant to an Individualized Education Program (IEP) to assist the parent(s) of special education students in better understanding and meeting their child's needs; may include parenting skills or other pertinent issues. IEP-required parent counseling is expected to supplement the regular guidance and counseling program. (34 CFR §300.31(b)(7); CCR Title 5 §3051.11).

525–Social Worker

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

Services provided pursuant to an Individualized Education Program (IEP) by a qualified individual, includes, but are not limited to, preparing a social or developmental history of a child with a disability; group and individual counseling with the child and family; working with those problems in a child's living situation (home, school, and community) that affect the child's adjustment in school; and mobilizing school and community resources to enable the child to learn as effectively as possible in his or her educational program. Social work services are expected to supplement the regular guidance and counseling program. (34 CFR

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530–Psychological

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

These services, provided by a credentialed or licensed psychologist pursuant to an Individualized Education Program (IEP), include interpreting assessment results to parents and staff in implementing the IEP; obtaining and interpreting information about child behavior and conditions related to learning; planning programs of individual and group counseling and guidance services for children and parents.

These services may include consulting with other staff in planning school programs to meet the special needs of children as indicated in the IEP. (CFR Part 300 §300.24).

IEP-required psychological services are expected to supplement the regular guidance and counseling program. (34 CFR §300.24; CCR Title 5 §3051.10).

535–Behavior Intervention

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

A systematic implementation of procedures designed to promote lasting, positive changes in the student's behavior resulting in greater access to a variety of community settings, social contacts, public events, and placement in the least restrictive environment. (CCR Title 5 §3001(d)).

540–Day Treatment

Provide a detailed description of the services to be provided under this code.

Structured education, training and support services to address the student's mental health needs. (Health & Safety Code, Div.2, Chap.3, Article 1, 1502(a)(3)).

Service is Not Currently Provided

545–Residential Treatment

Provide a detailed description of the services to be provided under this code.

A 24-hour out-of-home placement that provides intensive therapeutic services to support the

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educational program. (Welfare and Institutions Code, Part 2, Chapter 2.5, Art. 1, §5671)).

Service is Not Currently Provided

610—Specialized Service for Low Incidence Disabilities

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

Low incidence services are defined as those provided to the student population of orthopedically impaired (OI), visually impaired (VI), deaf, hard of hearing (HH), or deaf-blind (DB). Typically, services are provided in education settings by an itinerant teacher or the itinerant teacher/specialist. Consultation is provided to the teacher, staff and parents as needed. These services must be clearly written in the student's Individualized Education Program (IEP), including frequency and duration of the services to the student. (CCR Title 5 §3051.16 & 3051.18).

710—Specialized Deaf and Hard of Hearing

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

These services include speech therapy, speech reading, auditory training and/or instruction in the student's mode of communication. Rehabilitative and educational services; adapting curricula, methods, and the learning environment; and special consultation to students, parents, teachers, and other school personnel may also be included. (CCR Title 5 §3051.16 and 3051.18).

715—Interpreter

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

Sign language interpretation of spoken language to individuals, whose communication is normally sign language, by a qualified sign language interpreter. This includes conveying information through the sign system of the student or consumer and tutoring students regarding class content through the sign system of the student. (CCR Title 5, §3051.16).

720—Audiological

Service is Not Currently Provided

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Provide a detailed description of the services to be provided under this code.

These services include measurements of acuity, monitoring amplification, as well as planning, organizing, and implementing audiology programs. Consultation services with teachers, parents or speech pathologists must be identified in the Individualized Education Program (IEP) as to reason, frequency and duration of contact; infrequent contact is considered assistance and would not be included. (CCR Title 5 §3051.2).

- 725—Specialized Vision *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

This is a broad category of services provided to students with visual impairments. It includes assessment of functional vision; curriculum modifications necessary to meet the student's educational needs, including Braille, large type, and aural media; instruction in areas of need; concept development and academic skills; communication skills (including alternative modes of reading and writing); social, emotional, career, vocational, and independent living skills. It may include coordination of other personnel providing services to the students (such as transcribers, readers, counselors, orientation and mobility specialists, career/vocational staff, and others) and collaboration with the student's classroom teacher. (CAC Title 5 §3030(d), EC 56364.1).

- 730—Orientation and Mobility *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Students with identified visual impairments are trained in body awareness and to understand how to move. Students are trained to develop skills to enable them to travel safely and independently around the school and in the community. It may include consultation services to parents regarding their children requiring such services according to an Individualized Education Program (IEP).

- 735—Braille Transcription *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Any transcription services to convert materials from print to Braille. It may include textbooks, tests, worksheets, or anything necessary for instruction. The transcriber should be qualified in English Braille as well as Nemeth Code (mathematics) and be certified by appropriate agency.

Section E: Annual Service Plan

SELPA:

Fiscal Year:

740–Specialized Orthopedic *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

745–Reading *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

750–Note Taking *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

755–Transcription *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

760–Recreation Service, Including
Therapeutic Recreation *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Section E: Annual Service Plan

SELPA:

Fiscal Year:

become as independent as possible in leisure activities, and when possible and appropriate, facilitate the pupil's integration into general recreation programs. (CAC Title 5, §3051.15; 20 USC 1401(26(A)(1)) (34 CFR 300.24).

- 820–College Awareness *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

The result of acts that promote and increase student learning about higher education opportunities, information and options that are available including, but not limited to, career planning, course prerequisites, admission eligibility and financial aid.

- 830–Vocational Assessment, Counseling, Guidance, and Career Assessment *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Organized educational programs that are directly related to the preparation of individuals for paid or unpaid employment and may include provision for work experience, job coaching, development and/or placement, and situational assessment. This includes career counseling to assist student in assessing his/her aptitudes, abilities, and interests in order to make realistic career decisions. (Title 5 §3051.14).

- 840–Career Awareness *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Transition services include a provision in paragraph (1)(c)(vi), self-advocacy, career planning, and career guidance. There is a need for coordination between this provision and the Perkins Act to ensure that students with disabilities in middle schools will be able to access vocational education funds. (34 CFR-§300.29).

- 850–Work Experience Education *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

Organized educational programs that are directly related to the preparation of individuals for paid or unpaid employment, or for additional preparation for a career requiring other than a baccalaureate or advanced degree. (34 CFR 300.26).

Section E: Annual Service Plan

SELPA:

Fiscal Year:

855--Job Coaching

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

A service that provides assistance and guidance to an employee who may be experiencing difficulty with one or more aspects of the daily job tasks and functions. The service is provided by a job coach who is highly successful, skilled, and trained on the job who can determine how the employee that is experiencing difficulty learns best and formulate a training plan to improve job performance.

860--Mentoring

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

A service that provides assistance and guidance to an employee who may be experiencing difficulty with one or more aspects of the daily job tasks and functions. The service is provided by a job coach who is highly successful, skilled, and trained on the job who can determine how the employee that is experiencing difficulty learns best and formulate a training plan to improve job performance.

865--Agency Linkages (referral and placement)

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

Service coordination and case management that facilitates the linkage of individualized education programs under this part and individualized family service plans under part C with individualized service plans under multiple Federal and State programs, such as Title I of the Rehabilitation Act of 1973 (vocational rehabilitation), Title XIX of the Social Security Act (Medicaid), and Title XVI of the Social Security Act (supplemental security income). (34 CFR §613).

870--Travel and Mobility Training

Service is Not Currently Provided

Provide a detailed description of the services to be provided under this code.

Orientation and mobility services-- (i) Means services provided to blind or visually impaired children by qualified personnel to enable those students to attain systematic orientation to and safe movement within their environments in school, home, and community.

Section E: Annual Service Plan

SELPA:

Fiscal Year:

- 890—Other Transition Services *Service is Not Currently Provided*

Provide a detailed description of the services to be provided under this code.

- 900—Other Related Service

Pursuant to Title 5 of the *California Code of Regulations (5 CCR) 3051.24*, "other related services" not identified in sections 5 CCR sections 3051.1 through 3051.23 must be provided only by staff who possess a license to perform the service issued by an entity within the Department of Consumer Affairs or another state licensing office; or by staff who hold an credential issued by the California Commission on Teacher Credentialing authorizing the service. If code 900 is used, include the information below. Users may select the "+" and "-" buttons to add or delete responses.

Service is Not Currently Provided

Description of the "Other Related Service"

Qualifications of the Provider Delivering "Other Related Service"



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 10.2

Meeting Date: June 20, 2024

Subject: Approve the Declaration of Need for Fully Qualified Educators for the 2024-2025 School Year

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Human Resource Services

Recommendation: Adopt the Declaration of Need for Fully Qualified Educators for the 2024-2025 School Year.

Background/Rationale: The 2024-2025 Declaration of Need allows the District to apply for and the California Commission on Teacher Credentialing (CCTC) to issue Emergency Crosscultural Language and Academic Development (CLAD), Bilingual Crosscultural Language and Academic Development (BCLAD), Resources Specialist, Teacher Librarian Services, or Limited Term Assignment Permits for teachers.

English learners identified in K12 public schools are required to receive services designated to meet their linguistic and academic needs based on assessments made by the school district. If it has been determined that a student requires English Learner services, the teacher providing this service must hold an appropriate English Learner authorization.

Title 5 of the California Code of Regulations requires school districts to submit to the CCTC an annual Declaration of Need for Fully Qualified Educators. Approval authorizes and delegates to the Superintendent, or his designee, to take any additional action necessary to obtain the approval of the Declaration of Need referenced herein pursuant to 5 CCR 80026 et seq.

Financial Considerations: None

LCAP Goal(s): College, Career and Life Ready Graduates; Safe, Emotionally Healthy, Engaged Students; Family and Community Empowerment; Operational Excellence

Documents Attached:

1. Executive Summary
2. Declaration of Need

Estimated Time of Presentation: 2 min

Submitted by: Cancy McArn, Chief Human Resources Officer

Approved by: Lisa Allen, Superintendent

Board of Education Executive Summary

Human Resource Services

Declaration of Need for Fully Qualified Educators for the 2024-2025 School Year

June 20, 2024



I. Overview/History of Department or Program

Title 5 of the California Code of Regulations requires school districts to submit to the California Commission on Teacher Credentialing (CCTC) an annual Declaration of Need for Fully Qualified Educators. The Declaration of Need for Fully Qualified Educators will enable the District to request for CLAD, BCLAD, Resource Specialist, Librarian Services, Limited Assignment Permits for Multiple, Single Subject or Special Education Emergency Permits.

In 2001, the Office of Administrative Law (OAL) permanently approved amendments to the California Code of Regulations, Title 5, Section 80027, Declaration of Need for Fully Qualified Educators. The regulations make a number of changes to the requirements for the Limited Assignment Multiple or Single Subject Teaching Permits.

II. Driving Governance:

Title 5 California Code of Regulations, Section 80026 pertaining to the General Education Limited Assignment Multiple or Single Subject Teaching Permits. Submission of a Declaration of Need for Fully Qualified Educators by the employing agency shall be a prerequisite to the issuance of any emergency permit and/or limited assignment permit for that agency. Section 80027 - Limited Assignment Multiple or Single Subject Teaching Permits and Section 80027.1 - Special Education Limited Assignment Teaching Permits.

III. Budget: N/A

IV. Goals, Objectives and Measures:

The District must submit an annual Declaration of Need for Fully Qualified Educators based on the previous year's actual needs and projections of enrollment. The Declaration of Need for Fully Qualified Educators must be sent to CCTC prior to requesting the issuance of any emergency permit and/or limited assignment permit for the District.

V. Major Initiatives:

The Declaration of Need for Fully Qualified Educators must include the following information; 1) Estimated need shall include the title and number of each type of emergency permit and limited assignment permit which the District estimates based on previous year actual needs and projections of enrollment; 2) Efforts to recruit certificated personnel shall include a brief description of efforts that the District has undertaken to locate and recruit individuals who hold the needed credentials; 3) Efforts to establish alternative training options shall include the identification of the institutions of higher learning who have co-sponsored internship programs,

Board of Education Executive Summary

Human Resource Services

Declaration of Need for Fully Qualified Educators for the 2024-2025 School Year

June 20, 2024



information relative to the District’s participation in a pre-internship program, the District’s intention to consider developing a “plan to develop fully qualified educators” in cooperation with other districts, a stipulation of insufficient suitable applicants, and adoption of the declaration by the Governing Board.

VI. Results:

The District’s estimated need for the 2024 – 2025 school year is as follows:

<u>Emergency Permit:</u>	<u>#</u>
CLAD	30
Bilingual Authorization	5
Resource Specialist	20
Teacher Librarian Services	5
Emergency Transitional Kindergarten (ETK)	10
<u>Limited Assignment Permits:</u>	<u>#</u>
Multiple Subject	15
Single Subject	47
Special Education	15
Total All:	147

VII. Lessons Learned/Next Steps:

Approve the Declaration of Need for Fully Qualified Educators – 2024-2025 School Year.



State of California
 Commission on Teacher Credentialing
 Certification Division
 651 Bannon Street, Suite 601
 Sacramento, CA 95811

Email: credentials@ctc.ca.gov
 Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2024-2025

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Sacramento City Unified School District District CDS Code: 67439

Name of County: Sacramento County of Education County CDS Code: 34

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on 6/20/2024 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2025.

Submitted by (Superintendent, Board Secretary, or Designee):

Lisa Allen _____ Superintendent
Name *Signature* *Title*

(916) 399-2058 (916) 643-9000 _____
Fax Number *Telephone Number* *Date*

5735 47th Avenue, Sacramento, CA 95824
Mailing Address

Lisa-Allen@scusd.edu
E-Mail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

Based on the previous year’s actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	15
Single Subject	47
Special Education	15
TOTAL	77

Authorizations for Single Subject Limited Assignment Permits

SUBJECT	ESTIMATED NUMBER NEEDED	SUBJECT	ESTIMATED NUMBER NEEDED
Agriculture		Mathematics	4
Art	6	Music	5
Business		Physical Education	6
Dance	4	Science: Biological Sciences	3
English	3	Science: Chemistry	3
Foundational-Level Math		Science: Geoscience	3
Foundational-Level Science		Science: Physics	2
Health		Social Science	2
Home Economics		Theater	4
Industrial & Technology Education	1	World Languages (specify)	1

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? Yes No

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? Yes No

If yes, how many interns do you expect to have this year? 70

If yes, list each college or university with which you participate in an internship program.

CSUS, SDSU, SFSU, SJSU, CSU East Bay, SCOE, National University,
Alliant University, Fortune Schools of Education Loyal Marymount, University of the Pacific,
UMASS Global, University of Phoenix, Simpson University, Kansas State

If no, explain why you do not participate in an internship program.



**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

Agenda Item# 11.1

Meeting Date: June 20, 2024

Subject: Approve 2024-25 Local Control and Accountability Plan (LCAP), LCAP Federal Addendum, and CA Dashboard Local Indicators

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading
- Conference/Action
- Action
- Public Hearing

Division: Office of the Deputy Superintendent

Recommendation: The Board can make recommendations to the draft of the 2024-25 LCAP. Final approval from the Board is scheduled for the June 20, 2024 Board of Education meeting.

Background/Rationale: The California Department of Education requires that all Local Education Agencies (LEAs) complete and approve a Local Control Accountability Plan (LCAP). The packet of information included in this LCAP approval consists of the California School Dashboard Local Indicators and the Budget Overview for Parents, Annual Update, LCAP, and LCAP Federal Addendum.

The Public Hearing for the district’s LCAPs was held on June 6, 2024, at which point the plan was shared with the Board and our community. Since the Public Hearing was held, the district has continued to make minor edits to the plan based on feedback received from the Sacramento County Office of Education regarding the annual update. The substance and the number of goals and actions remained unchanged from draft plan shared at the Public Hearing.

Financial Considerations: The LCAP is a guide to the district's budget priorities

LCAP Goal(s):

In collaboration with its educational partners, the district has focused this educational plan on improving the outcomes of those who have historically been underserved. In our community, these groups are those that comprise the Local Control Funding Formula's Unduplicated Pupil Count – English Learner, Foster Youth, and Socioeconomically Disadvantaged (low income) students – and students in one of the following groups because of their very low performance as indicated on the 2023 California School Dashboard: African American students, American Indian students, Homeless Youth students, and Students With Disabilities.

The district and its educational partners believe the LCAP needs to emphasize the importance of intentionally focusing the primary actions and metrics of our LCAP on its historically underserved students. The theory of action is that as the district improves its services to and the outcomes for students in these groups, it will also improve services and outcomes for all district students.

In addition to the student groups noted above, the 2024-25 LCAP includes actions to address all of the instances on the 2023 California School Dashboard with the lowest level of performance. This includes schools with indicators in the lowest performance level, and student groups within each school

District-wide Goals

Goal 1: Goal 1 is about graduation outcomes. By 2027, the following cohort outcomes will be achieved:

- Graduation rate increased by 5% and
- College/Career Indicator (CCI) indicator increased by 1 Status Level from the 2023-24 Dashboard

Goal 2: Goal 2 is about improving academic outcomes as students move through the district. At least 80% of all students in grades 4-8 will demonstrate growth towards mastering standards in English Language Arts (Arts) and Mathematics as demonstrated by the Smarter Balanced Assessment (SBAC) Distance From Met (DFM) by 2027.

Goal 3: Goal 3 is about creating the same sense of being welcomed and safe for all students and families within the district. All students and families will feel safe and connected in their school community as measured by the annual LCAP School Climate and Culture survey and behavior data as a result of engaging all staff in professional learning on Anti-Bias/Anti-Racist/Trauma-Informed principles and practices.

Equity Multiplier School Goals

These goals are specific to the nine district schools that received one-time Equity Multiplier (EM) funding in 2023-24 to be expended in the 2024-25 school year, with the ability to carryover unspent funds to the 2025-26 school year. Related goals for schools receiving EM funds are required to be included in the LCAP for the duration of the expenditure of the funds.

Goal 4: By 2027 at American Legion for each Very Low performing student group on the 2023 California School Dashboard, the

- Graduation rate will improve by 5 percent,
- College and Career Prepared rate will improve by 5 percent,
- SBAC ELA Distance From Met will improve by 10 scale score points,
- SBAC Math Distance From Met will improve by 10 scale score points, and
- Suspension rate will improve by 5 percent.

Goal 5: By 2027 at Bret Harte for each Very Low performing student group on the 2023 California School Dashboard, the

- Percent of students improving their SBAC ELA Distance From Met will increase by 14 percent,
- Percent of students improving their SBAC Math Distance From Met will increase by 28 percent, and
- Suspension rate will improve by 5 percent.

Goal 6: By 2027 at Capital City for each Very Low performing student group on the 2023 California School Dashboard, the

- Graduation rate will improve by 5 percent,
- College and Career Prepared rate will improve by 5 percent,
- SBAC ELA Distance From Met will improve by 10 scale score points, and
- SBAC Math Distance From Met will improve by 10 scale score points.

Goal 7: By 2027 at Caroline Wenzel for each Very Low performing student group on the 2023 California School Dashboard, the

- Percent of students improving their SBAC ELA Distance From Met will increase by 30 percent,
- Percent of students improving their SBAC Math Distance From Met will increase by 30 percent, and
- Suspension rate will improve by 2 percent.

Goal 8: By 2027 at Isador Cohen for each Very Low performing student group on the 2023 California School Dashboard, the

- Percent of students improving their SBAC ELA Distance From Met will increase by 16 percent,
- Percent of students improving their SBAC Math Distance From Met will increase by 24 percent,
- English Learner Progress rate will improve by 5 percent,
- Suspension rate will improve by 2 percent, and
- Chronic Absenteeism rate will improve by 10 percent.

Goal 9: By 2027 at John Morse for each Very Low performing student group on the 2023 California School Dashboard, the

- Suspension rate will improve by 5 percent, and
- Chronic Absenteeism rate will improve by 5 percent.

Goal 10: By 2027 at Martin Luther King, Jr. for each Very Low performing student group on the 2023 California School Dashboard, the

- Percent of students improving their SBAC ELA Distance From Met will increase by 30 percent, and
- Suspension rate will improve by 2 percent.

Goal 11: By 2027 at Success Academy for each Very Low performing student group on the 2023 California School Dashboard, the

- Suspension rate will improve by 5 percent.

Goal 12: By 2027 at Woodbine for each Very Low performing student group on the 2023 California School Dashboard, the

- Percent of students improving their SBAC ELA Distance From Met will increase by 30 percent,
- Percent of students improving their SBAC Math Distance From Met will increase by 30 percent,
- English Learner Progress rate will improve by 5 percent, and
- Suspension rate will improve by 4 percent.

Documents Attached:

1. [California School Dashboard Local Indicators](#)
2. [LCAP Packet](#)

Estimated Time of Presentation: 10 Minutes

Submitted by: Ed Eldridge, Ed.D, Executive Director, LCAP

Approved by: Mary HardinYoung, Deputy Superintendent

Amended

Page 4 of 4



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.2

Meeting Date: June 20, 2024

Subject: Adoption of Local Control Accountability Plans for Locally Funded
“Dependent” Charter Schools

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Office of the Deputy Superintendent

Recommendation: Staff recommends that the Board approve the 2024-25 Local Control Accountability Plans and associated documents for Sacramento City Unified School District’s 5 locally-funded “Dependent” Charter Schools (Bowling Green Elementary, George Washington Carver School of Arts and Sciences, New Joseph Bonnheim Community Charter, Sacramento New Technology High School, and The Met High School).

Background/Rationale: The California Department of Education requires that all Local Education Agencies (LEAs) complete and approve a Local Control Accountability Plan. As independent LEAs, SCUSD’s “dependent” charter schools must complete their own LCAP. The SCUSD board is the ultimate governing board of these LEAs and must approve those LCAPs.

All five local school site steering committees have reviewed the attached documents and recommended them for approval.

Financial Considerations: The LCAP is a guide to charter school’s budget priorities.

LCAP Goal(s): Goal 8: Basic Services and Districtwide Operations/Supports

Documents Attached:

As the LCAP and associated documents are lengthy, the items below have been made available through digital link.

Link to All Dependent Charter LCAPs: <https://bit.ly/3x1qF99>

1. [LCAP and associated documents for Bowling Green Elementary](#)
2. [LCAP and associated documents for George Washington Carver School of Arts and Sciences](#)
3. [LCAP and associated documents for New Joseph Bonnheim Community Charter](#)
4. [LCAP and associated documents for Sacramento New Technology High School](#)
5. [LCAP and associated documents for The Met High School](#)

Estimated Time of Presentation: 2 minutes

Submitted by: Mary Hardin Young, Deputy Superintendent

Dr. Edward Eldridge, Executive Director, LCAP

Amanda Goldman, Director, Innovative Schools

Approved by: Lisa Allen, Superintendent



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 11.3

Meeting Date: June 20, 2024

Subject: Adopt Fiscal Year 2024-2025 Proposed Budget for All Funds

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: ____)
- Conference/Action
- Action
- Public Hearing

Division: Business Services

Recommendation: Adopt the fiscal year 2024-2025 Proposed Budget for All Funds and Right-Sizing Plan presented as a Public Hearing Item at the June 6, 2024 Board Meeting.

Background/Rationale: By June 30th of each year, the school district must adopt a budget for all funds for the ensuing fiscal year after holding a public hearing for comment. The public hearing was held on June 6, 2024 and the budget is now presented for adoption. This is in accordance with state prescribed procedures for single budget approval, which require that the budget be adopted and submitted to the County Office of Education on state required forms by June 30th. The 2024-2025 budget establishes expenditure authority for the District to conduct business in the coming year.

The Legislature must pass a balanced budget bill on or before Saturday, June 15. The Governor will have until no later than Thursday, June 27, to sign that bill. Trailer bills, which include language that will provide additional details of the budget, will emerge in the coming weeks to implement statutory changes related to the budget. The final changes to the District's budget will not be known until the State budget is signed. School districts have 45 days after the final State budget is signed to amend and resubmit their budget.

Additionally, the Board was presented with a plan for right-sizing District expenditures and correcting deficit spending in the multi-year projection for the current and two subsequent years. In response to a request from Sacramento County Office of Education and in alignment with AB1200, the Right-Sizing Plan accompanies the 2024-25 proposed budget for Board approval.

Financial Considerations: The proposed budget establishes expenditure authority for all funds.

LCAP Goal(s): Family and Community Empowerment; Operational Excellence

Documents Attached:

1. Executive Summary
3. Adopt Fiscal Year 2024-2025 Budget of All Funds

Estimated Time of Presentation: 5 minutes

Submitted by: Janea Marking, Chief Business and Operations Officer

Approved by: Lisa Allen, Superintendent



Board of Education Executive Summary

Business Services

Fiscal Year 2024-25 Adopt Proposed Budget for All Funds & Education Protection Account

June 20, 2024

I. OVERVIEW/HISTORY:

Local Educational Agencies (LEAs) are required to adopt a budget prior to July 1 of each year in order to authorize the expenditure of funds. The proposed budget is only an initial blueprint for revenues and expenditures since the preparation of the adopted budget occurs before the State has enacted its budget, and before actual revenues and expenditures are known for the current year. In the event that material revisions are necessary, a revised budget will be presented to the Board no less than 45 days after the enacted State budget.

The 2024-25 Proposed Budget general fund revenues are projected at \$668M and general fund expenditures projected at \$760M. The 2024-25 Proposed Budget incorporates recommendations from the Sacramento County Office of Education (SCOE), the Superintendent, School Services of CA, and input from educational partners. The 2024-25 Proposed Budget for all Funds being presented is aligned to existing LCAP goals, actions, and services, which have been developed and refined through ongoing consultation with stakeholder groups. The proposed budget also reflects extensive internal planning conducted in December and January, including meetings with all stakeholders to review proposed staffing allocations and projected enrollment for the upcoming school year.

2024-25 Sacramento City Unified School District Primary Budget Components

- ❖ Average Daily Attendance (ADA) is estimated at 33,414 (excludes COE ADA of 107.41).
- ❖ The District's estimated unduplicated pupil percentage for supplemental and concentration funding is estimated to be 70.34%, a 0.51% decline from 2023-24. The percentage will be revised based on actual data.
- ❖ Lottery revenue is estimated by SSC to be \$177 per ADA for unrestricted purposes and \$72 per ADA for restricted purposes.
- ❖ Mandated Cost Block Grant is \$38.21 for K-8 ADA and \$73.62 for 9-12 ADA.
- ❖ CalSTRS rate of 19.10% and CalPERS rate of 27.05%, up from 26.68%

Board of Education Executive Summary

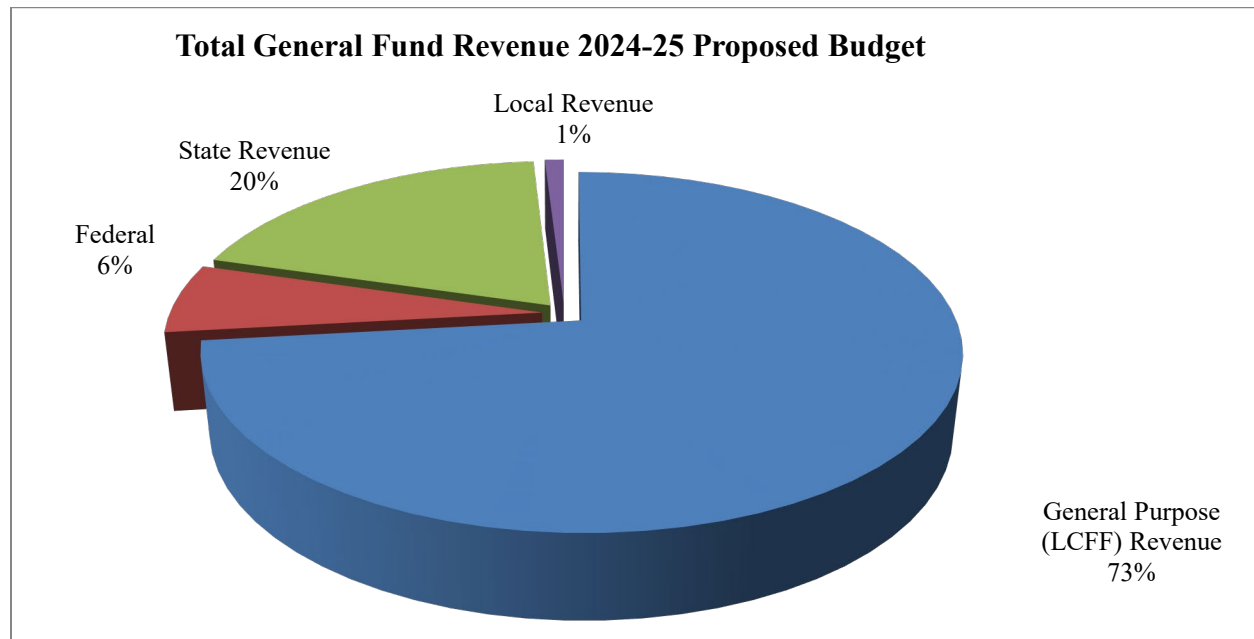
Business Services

Fiscal Year 2024-25 Adopt Proposed Budget for All Funds & Education Protection Account
June 20, 2024

General Fund Revenue Components

The District receives funding for its general operations from various sources. A summary of the major funding sources is illustrated below:

DESCRIPTION	UNRESTRICTED	COMBINED AMOUNT
General Purpose (LCFF) Revenue	\$486,482,344	\$489,170,405
Federal	\$0	\$42,316,186
State Revenue	\$17,003,334	\$130,185,621
Local Revenue	\$4,145,523	\$6,447,794
TOTAL	\$507,631,201	\$668,120,006





Board of Education Executive Summary

Business Services

Fiscal Year 2024-25 Adopt Proposed Budget for All Funds & Education Protection Account
June 20, 2024

Education Protection Account

As approved by the voters on November 6, 2012, The Schools and Local Public Safety Protection Act of 2012 (Proposition 30) temporarily increased the State's sales tax rate and the personal income tax rates for taxpayers in high tax brackets.

Proposition 30 provides that a portion of K-14 general purpose funds must be utilized for instructional purposes. Revenues generated from Proposition 30 are deposited into an account called the Education Protection Account (EPA). The District receives funds from the EPA based on its proportionate share of statewide general purpose funds. A corresponding reduction is made to its state aid funds.

Subsequently, on November 8, 2016, the voters approved the California Children's Education and Health Care Protection Act (Proposition 55) that maintains increased personal income tax rates for taxpayers in high tax brackets through 2030. Proposition 55 did not extend the sales tax increase; therefore, the temporary sales tax increase expired at the end of calendar year 2016.

K-14 local agencies have the sole authority to determine how the funds received from the EPA are spent but with these provisions:

- The spending plan must be approved by the governing board during a public meeting
- EPA funds cannot be used for the salaries or benefits of administrators or any other administrative costs (as determined through the account code structure)
- Each year, the local agency must publish on its website an accounting of how much money was received from the EPA and how the funds were expended

Further, the annual financial audit includes verification that the EPA funds were used as specified by Proposition 30. If EPA funds are not expended in accordance with the requirements of Proposition 30, civil or criminal penalties could be incurred.

Illustrated below is how the District's EPA funds are appropriated for 2024-25. The amounts will be revised throughout the year based on information received from the State.

Board of Education Executive Summary

Business Services

Fiscal Year 2024-25 Adopt Proposed Budget for All Funds & Education Protection Account
June 20, 2024

2024-25 Proposed Budget

Education Protection Account (EPA) Fiscal Year Ending June 30, 2025		
Estimated EPA Revenues:		
Estimated EPA Funds	\$	110,402,421
Budgeted EPA Expenditures:		
Certificated Instructional Salaries	\$	110,402,421
Balance	\$	-

Operating Expenditure Components

The General Fund is used for the majority of the functions within the District. As illustrated below, salaries and benefits comprise approximately 88% of the District's unrestricted budget and approximately 90% of the total General Fund budget.

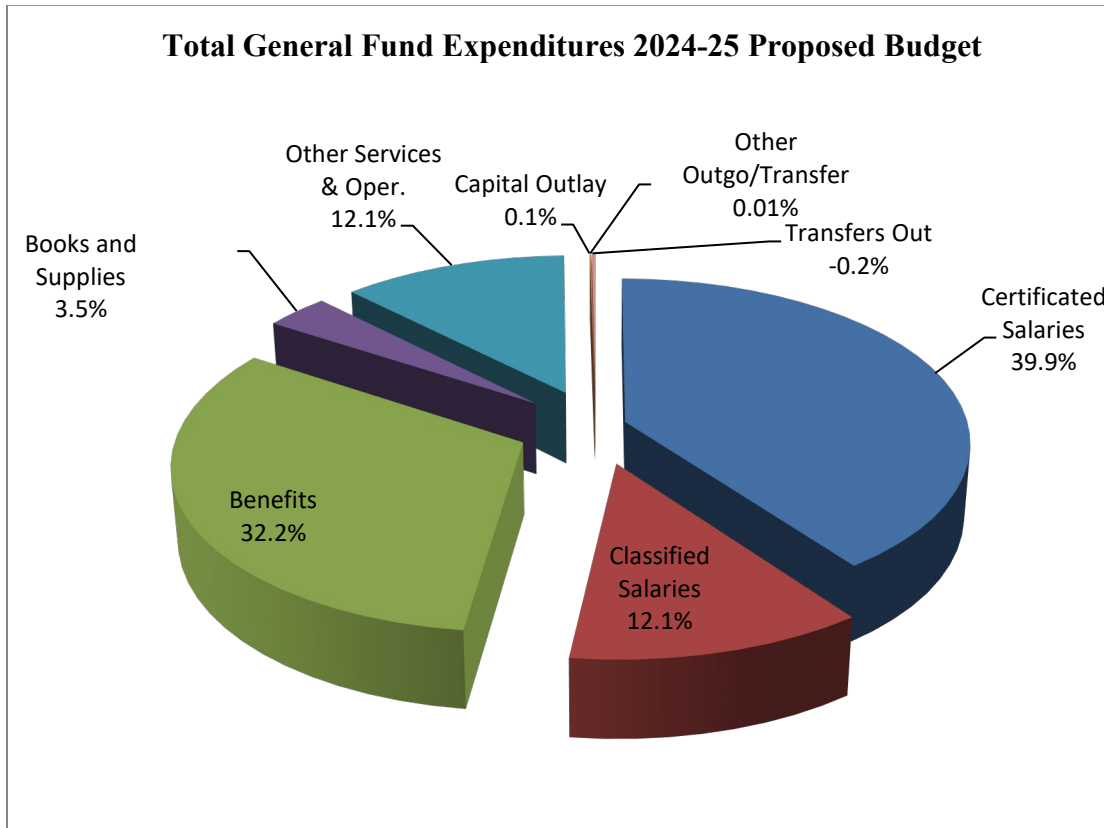
DESCRIPTION	UNRESTRICTED	RESTRICTED	COMBINED
Certificated Salaries	214,636,122	89,781,697	\$304,417,820
Classified Salaries	53,145,775	38,985,852	\$92,131,627
Benefits	148,187,552	97,337,182	\$245,524,734
Books and Supplies	9,950,807	16,372,434	\$26,323,241
Other Services & Oper.	30,857,149	61,531,435	\$92,388,584
Capital Outlay	45,000	504,099	\$549,099
Other Outgo/Transfer	10,535	0	\$10,535
Transfers Out/In	(6,377,293)	4,919,791	(1,457,502)
TOTAL	450,455,648	309,432,489	\$759,888,137

Board of Education Executive Summary

Business Services

Fiscal Year 2024-25 Adopt Proposed Budget for All Funds & Education Protection Account
June 20, 2024

Below is a graphical representation of expenditures by percentage for the combined general fund and unrestricted general fund:

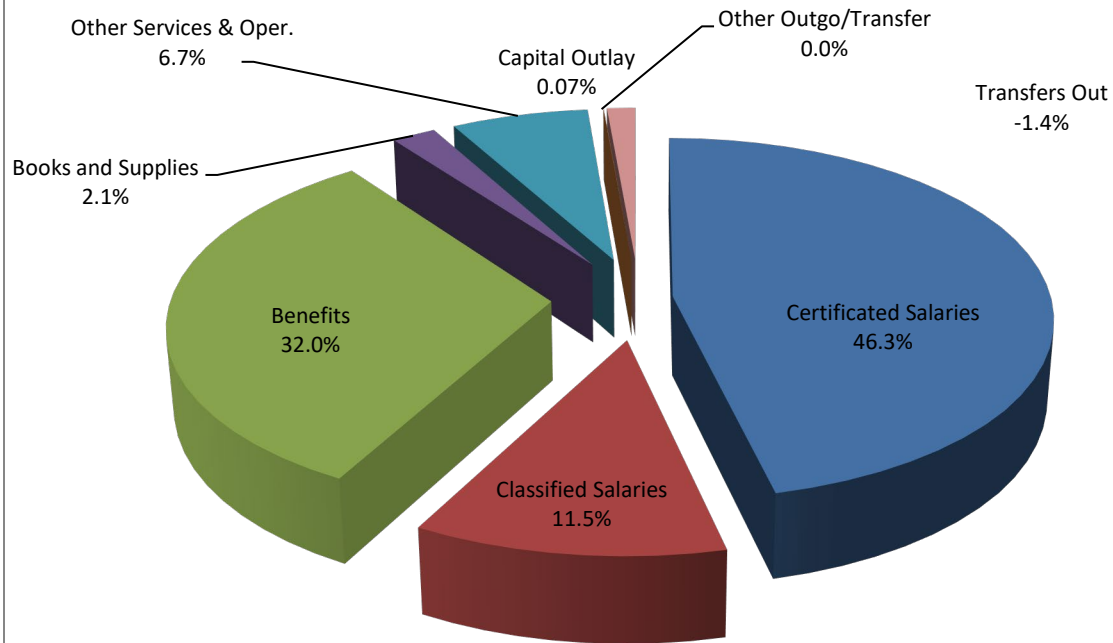


Board of Education Executive Summary

Business Services

Fiscal Year 2024-25 Adopt Proposed Budget for All Funds & Education Protection Account
June 20, 2024

Unrestricted General Fund Expenditures 2024-25 Proposed Budget



The following contributions of unrestricted resources to restricted programs are necessary to cover restricted program expenditures in excess of revenue:

Program	2023-24 Proposed Budget	2024-25 Proposed Budget
Special Education	\$103,520,644	\$97,992,501
Routine Restricted Maintenance Account	\$18,493,200	\$22,013,236
Total	\$122,013,844	\$120,005,737

Board of Education Executive Summary

Business Services

Fiscal Year 2024-25 Adopt Proposed Budget for All Funds & Education Protection Account
June 20, 2024

General Fund Summary

The District's 2024-25 General Fund projects a total operating decrease of \$88,762,683 million, resulting in an estimated ending fund balance of \$112,694,844 million. The components of the District's fund balance are as follows: revolving cash and other nonspendables - \$0; restricted programs - \$94,506,144; economic uncertainty - \$15,137,654; unassigned - \$2,726,045. In accordance with SB 858, a detailed description of assigned & unassigned balances is illustrated below.

Description	2024-25 Proposed Budget		
	Unrestricted	Restricted	Combined
NONSPENDABLE			
Revolving Cash/Prepays	\$0		\$0
TOTAL - NONSPENDABLE	\$0	\$0	\$0
RESTRICTED			
Restricted Categorical Balances		\$94,506,144	\$94,506,144
TOTAL - RESTRICTED	\$0	\$94,506,144	\$94,506,144
COMMITTED			
	\$0		\$0
TOTAL - COMMITTED	\$0		\$0
ASSIGNED			
	\$0		\$0
Supplemental / Concentration Funds	\$0		\$0
TOTAL - ASSIGNED	\$0	\$0	\$0
RESERVE FOR ECONOMIC UNCERTAINTIES			
Economic Uncertainty (REU-2%)	\$15,137,654		\$15,137,654
TOTAL - RESERVE FOR ECONOMIC UNCERTAINTIES	\$15,137,654	\$0	\$15,137,654
UNASSIGNED/UNAPPROPRIATED			
	\$3,051,045		\$3,051,045
TOTAL - FUND BALANCE	\$18,188,699	\$94,506,144	\$112,694,844

The Government Financial Officers Association (GFOA) recommends a prudent reserve of 17%, representing two months' average payroll – for the District two months' average payroll is approximately \$94.6M.



Board of Education Executive Summary

Business Services

Fiscal Year 2024-25 Adopt Proposed Budget for All Funds & Education Protection Account
June 20, 2024

Fund Summaries

Illustrated below is a summary of each Fund’s fund balance and corresponding change.

	Fund	2024-25 Beginning Fund Balance	Budgeted Net Change	2024-25 Adopted Budget Ending Fund Balance
01	General (Unrestricted and Restricted)	\$201,457,527	(\$88,762,683)	\$112,694,844
08	Student Activity Fund	\$1,570,033	\$0	\$1,570,033
09	Charter Schools	\$11,990,407	(\$382,979)	\$11,607,428
11	Adult Education	\$541,895	\$64,671	\$606,567
12	Child Development	\$1,119,189	\$0	\$1,119,189
13	Cafeteria	\$15,881,206	\$1,500	\$15,882,706
21	Building Fund	\$92,557,950	\$0	\$92,557,950
25	Capital Facilities	\$26,478,854	\$3,840,000	\$30,318,854
35	County School Facilities Fund	\$0	\$0	\$0
49	Capital Projects for Blended Components	\$2,586,527	\$0	\$2,586,527
51	Bond Interest and Redemption	\$42,629,069	\$649,823	\$43,278,892
61	Cafeteria Enterprise Fund	\$25,047	\$0	\$25,047
67	Self-Insurance Fund	\$10,998,707	\$0	\$10,998,707

Other Post-Employment Benefits (OPEB)

The District provides post-employment benefits for employees meeting the age and years of service requirements and currently has a total OPEB liability of \$442 million. The District participates in the CalPERS California Employers’ Retiree Benefit Trust Fund. For the 2024-25 budget year, the projected Actuarially Determined Contribution (ADC) is \$29,218,878.



Board of Education Executive Summary

Business Services

Fiscal Year 2024-25 Adopt Proposed Budget for All Funds & Education Protection Account
 June 20, 2024

Multivyear Projections

General Planning Factors:

Illustrated below are the latest factors that districts are expected to utilize as planning factors:

<i>Planning Factor</i>	2023-24	2024-25	2025-26	2026-27	2027-28
Dept of Finance Statutory COLA	8.22%	1.07%	2.93%	3.08%	3.30%
Local Control Funding Formula (LCFF) COLA	8.22%	3.94%	3.29%	3.08%	3.30%
Additional LCFF Investment	N/A	N/A	N/A	N/A	N/A
STRS Employer Rates	19.10%	19.10%	19.10%	19.10%	19.10%
PERS Employer Rates	26.68%	27.05%	27.60%	28.00%	29.20%
SUI Employer Rates	0.05%	0.05%	0.05%	0.05%	0.05%
Lottery – Unrestricted per ADA	\$177	\$177	\$177	\$177	\$177
Lottery – Prop. 20 per ADA	\$72	\$72	\$72	\$72	\$72
Universal Transitional Kindergarten/ADA	\$3,044	\$3,067	\$3,151	\$3,249	\$3,352
Mandate Block Grant for Districts: K-8 per ADA	\$37.81	\$38.21	\$39.33	\$40.54	\$41.88
Mandate Block Grant for Districts: 9-12 per ADA	\$72.84	\$73.62	\$75.78	\$78.11	\$80.69

Various aspects of the planning factors illustrated above will be further discussed below with the District’s specific revenue and expenditure assumptions.

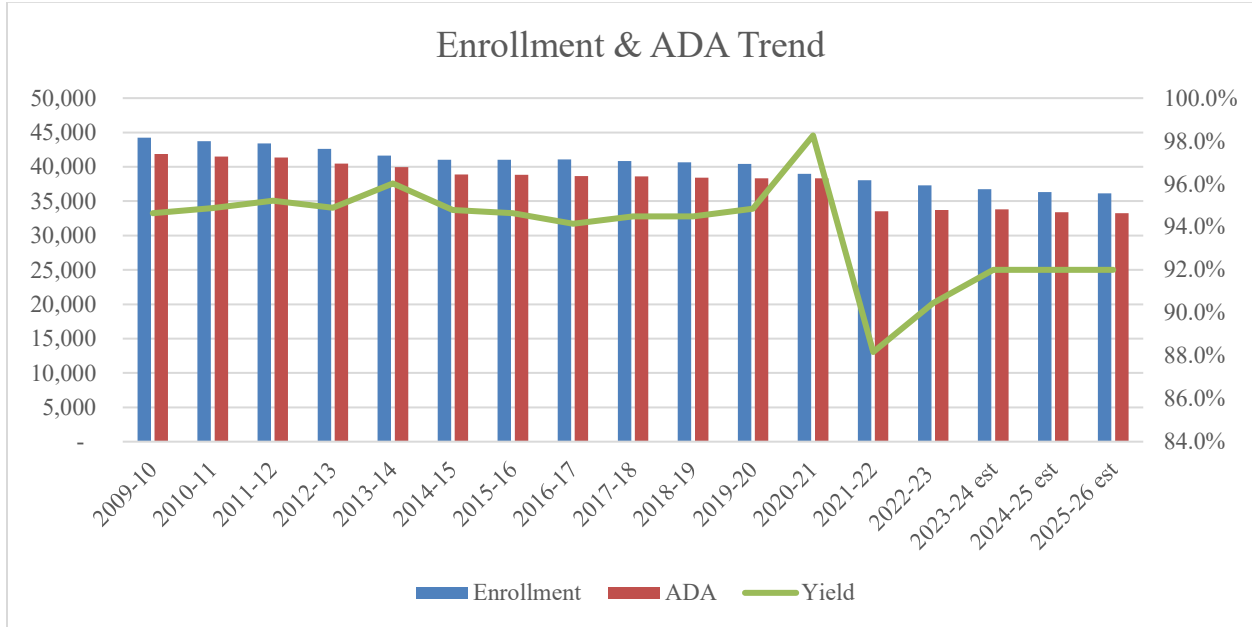
Enrollment

The District projects 36,320 enrollment for the 2024-25 budget year, excluding 127 projected County enrollment. The two subsequent years are being calculated with a .5% enrollment decline. For 2025-26, that is 36,135, and 36,071 for 2026-27. For ADA, the District projects 33,821 in 2024-25, 33,414 in 2025-26, and 33,078 in 2026-27. However, for funding purposes the District projects funding based on the average of three prior year’s ADA. The below chart illustrates the District’s projected enrollment, ADA, and funded ADA:

Board of Education Executive Summary

Business Services

Fiscal Year 2024-25 Adopt Proposed Budget for All Funds & Education Protection Account
June 20, 2024



Board of Education Executive Summary

Business Services

Fiscal Year 2024-25 Adopt Proposed Budget for All Funds & Education Protection Account

June 20, 2024

2024-25 Proposed Budget and Multi-Year Projections

Description	Proposed Budget 2024-25			Projection 2025-26			Projection 2026-27		
	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined
Revenue									
General Purpose	486,482,344	2,688,061	489,170,405	487,662,339	2,688,061	490,350,400	500,538,205	2,688,061	503,226,266
Federal Revenue	-	42,316,186	42,316,186	-	42,316,186	42,316,186	-	42,316,186	42,316,186
State Revenue	17,003,334	113,182,286	130,185,621	17,003,334	113,182,286	130,185,621	17,003,334	113,182,286	130,185,621
Local Revenue	4,145,523	2,302,271	6,447,794	4,145,523	2,302,271	6,447,794	4,145,523	2,302,271	6,447,794
Total Revenue	507,631,201	160,488,805	668,120,006	508,811,196	160,488,805	669,300,001	521,687,062	160,488,805	682,175,867
Expenditures									
Certificated Salaries	214,636,122	89,781,697	304,417,820	211,687,955	84,372,541	296,060,496	217,071,259	85,197,110	302,268,369
Classified Salaries	53,145,775	38,985,852	92,131,627	53,145,775	35,077,410	88,223,186	53,889,816	35,982,542	89,872,358
Benefits	148,187,552	97,337,182	245,524,734	142,660,052	98,321,213	240,981,265	156,583,614	95,972,644	252,556,259
Books and Supplies	9,950,807	16,372,434	26,323,241	9,950,807	16,497,312	26,448,119	9,950,807	16,629,558	26,580,364
Other Services & Oper. Expenses	30,857,149	61,531,435	92,388,584	28,588,283	65,490,007	94,078,291	30,857,149	65,010,541	95,867,690
Capital Outlay	45,000	504,099	549,099	45,000	504,099	549,099	45,000	504,099	549,099
Other Outgo 7xxx	10,535	-	10,535	10,535	-	10,535	10,535	-	10,535
Transfer of Indirect 73xx	(6,377,293)	4,919,791	(1,457,502)	(5,531,484)	4,073,982	(1,457,502)	(6,076,533)	4,619,031	(1,457,502)
Budget Reductions	-	-	-	-	(1,965,672)	(1,965,672)	-	(4,009,563)	(4,009,563)
Total Expenditures	450,455,648	309,432,489	759,888,137	440,556,924	302,370,892	742,927,816	462,331,648	299,905,961	762,237,609
Deficit/Surplus	57,175,554	(148,943,684)	(91,768,131)	68,254,273	(141,882,088)	(73,627,815)	59,355,415	(139,417,157)	(80,061,742)
Other Sources/(uses)	-	-	-	-	-	-	-	-	-
Transfers in/(out)	3,005,447	-	3,005,447	3,005,447	-	3,005,447	3,005,447	-	3,005,447
Contributions to Restricted	(120,159,401)	120,159,401	-	(121,949,984)	121,949,984	-	(139,214,309)	139,214,309	-
Net increase (decrease) in Fund Balance	(59,978,400)	(28,784,283)	(88,762,683)	(50,690,264)	(19,932,104)	(70,622,367)	(76,853,447)	(202,848)	(77,056,295)
Beginning Balance	78,167,099	123,290,428	201,457,527	18,188,699	94,506,144	112,694,844	(32,501,564)	74,574,041	42,072,476
Ending Balance	18,188,699	94,506,144	112,694,844	(32,501,564)	74,574,041	42,072,476	(109,355,011)	74,371,193	(34,983,819)
Revolving/Stores/Prepays	-	-	-	-	-	-	-	-	-
Reserve for Econ	15,137,654	-	15,137,654	14,798,447	-	14,798,447	15,184,643	-	15,184,643
Restricted Programs	-	94,506,144	94,506,144	-	74,574,041	74,574,041	-	74,371,193	74,371,193
Committed	-	-	-	-	-	-	-	-	-
Other Assignments	-	-	-	-	-	-	-	-	-
Unappropriated Fund Balance	3,051,045	-	3,051,045	(47,300,012)	-	(47,300,012)	(124,539,655)	-	(124,539,655)
<i>Unappropriated Percent</i>			<i>0.40%</i>			<i>-6.37%</i>			<i>-16.34%</i>

Board of Education Executive Summary

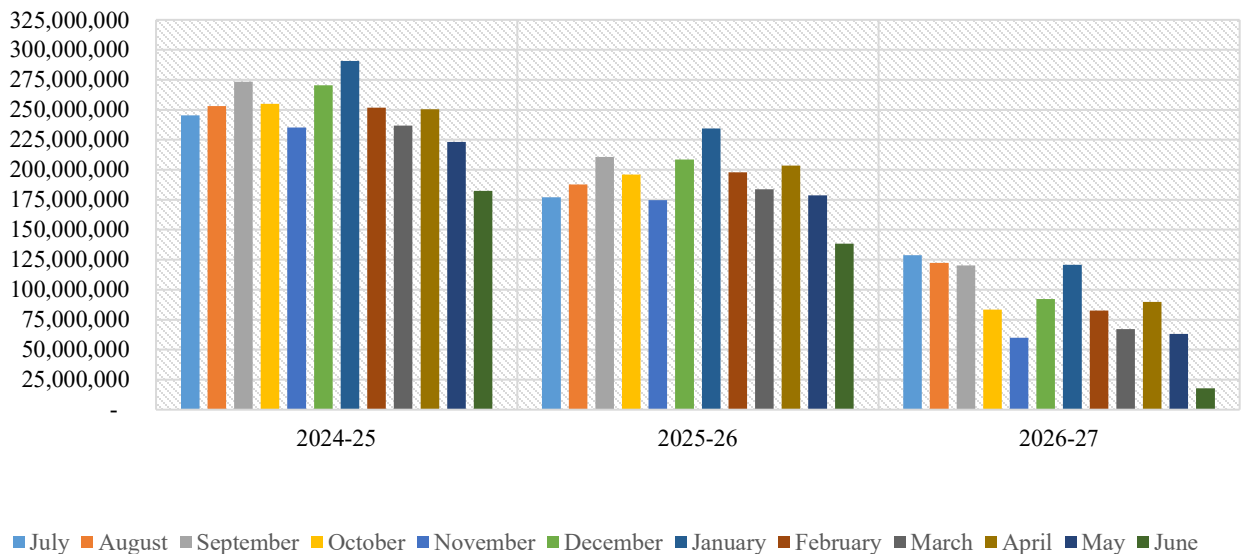
Business Services

Fiscal Year 2024-25 Adopt Proposed Budget for All Funds & Education Protection Account
June 20, 2024

Multi-Year Cash Flow

The District prepared cash flows based on the multi-year projections report. For the 2024-25 Proposed Budget and multi-year projections the District projects having a positive cash balance through June 2026. Cash will continue to be closely monitored in order to ensure the District is liquid to satisfy its obligations.

2024-25 Proposed Budget Cash Flow Projections



Conclusion

The District is projected to maintain a positive cash flow in 2024-25, 2025-26, and 2026-27, however the multi-year forecast indicates the district may not be able to satisfy the 2% required reserve for economic uncertainties in future years without making changes to expenditure priorities. Staff will provide an expenditure right-sizing plan along with the adopted budget in order to make adjustments and meet statutory requirements for reserve levels.

Adopted Fiscal Year 2024-2025 Budget for All Funds



Guiding Principle

All students graduate with the greatest number of postsecondary choices from the widest array of options.

Board of Education
June 20, 2024

Sacramento City Unified School District

Board of Education

Lavinia Grace Phillips, President, Area 7
Jasjit Singh, Vice President, Area 2
Chinua Rhodes, 2nd Vice President, Area 5
Tara Jeane, Area 1
Christina Pritchett, Area 3
Jamee Villa, Area 4
Taylor Kayatta, Area 6
Liliana Miller Segura, Student Board Member

Cabinet

Lisa Allen, Superintendent
Mary Hardin Young, Deputy Superintendent
Brian Heap, Chief Communications Officer
Janea Marking, Chief Business and Operations Officer
Cancy McArn, Chief Human Resource Officer
Tim Rocco, Chief Information Officer
Yvonne Wright, Chief Academic Officer
Vacant, Chief Legal Counsel

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ANNUAL BUDGET REPORT:

July 1, 2024 Budget Adoption

Select applicable boxes:

X This budget was developed using the state-adopted Criteria and Standards. It includes the expenditures necessary to implement the Local Control and Accountability Plan (LCAP) or annual update to the LCAP that will be effective for the budget year. The budget was filed and adopted subsequent to a public hearing by the governing board of the school district pursuant to Education Code sections 33129, 42127, 52060, 52061, and 52062.

X If the budget includes a combined assigned and unassigned ending fund balance above the minimum recommended reserve for economic uncertainties, at its public hearing, the school district complied with the requirements of subparagraphs (B) and (C) of paragraph (2) of subdivision (a) of Education Code Section 42127.

Budget available for inspection at:

Place: Serna Center Front Lobby at 5745 47th Avenue, Sacramento, CA 95824

Date: June 03, 2024

Adoption Date: June 20, 2024

Signed: _____

Clerk/Secretary of the Governing Board

(Original signature required)

Public Hearing:

Place: Serna Center Board Meeting Room at 5745 47th Avenue, Sacramento, CA 95824

Date: June 06, 2024

Time: 6:00 PM

Contact person for additional information on the budget reports:

Name: Janea Marking

Title: Chief Business and Operations Officer

Telephone: 916-643-9055

E-mail: Janea-Marking@scusd.edu

Criteria and Standards Review Summary

The following summary is automatically completed based on data provided in the Criteria and Standards Review (Form 01CS). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern for fiscal solvency purposes and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Projected (funded) ADA has not been overestimated by more than the standard for the prior fiscal year, or two or more of the previous three fiscal years.	X	
2	Enrollment	Enrollment has not been overestimated by more than the standard for the prior fiscal year, or two or more of the previous three fiscal years.	X	
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio is consistent with historical ratios for the budget and two subsequent fiscal years.		X
4	Local Control Funding Formula (LCFF) Revenue	Projected change in LCFF revenue is within the standard for the budget and two subsequent fiscal years.		X
5	Salaries and Benefits	Projected ratios of total unrestricted salaries and benefits to total unrestricted general fund expenditures are consistent with historical ratios for the budget and two subsequent fiscal years.		X
6a	Other Revenues	Projected operating revenues (e.g., federal, other state, and other local) are within the standard for the budget and two subsequent fiscal years.		X
6b	Other Expenditures	Projected operating expenditures (e.g., books and supplies, and services and other operating) are within the standard for the budget and two subsequent fiscal years.		X
7	Ongoing and Major Maintenance Account	If applicable, required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account) is included in the budget.		X
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard for two or more of the last three fiscal years.		X
9a	Fund Balance	Unrestricted general fund beginning balance has not been overestimated by more than the standard for two or more of the last three fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Projected available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the budget and two subsequent fiscal years.		X

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Are there known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures in excess of one percent of the total general fund expenditures that are funded with one-time resources?	X	
S3	Using Ongoing Revenues to Fund One-time Expenditures	Are there large non-recurring general fund expenditures that are funded with ongoing general fund revenues?	X	
S4	Contingent Revenues	Are any projected revenues for the budget or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed by more than the standard for the budget or two subsequent fiscal years?		X
SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements? • If yes, have annual payments for the budget or two subsequent fiscal years increased over prior year's (2023-24) annual payment?		X
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)? • If yes, are they lifetime benefits? • If yes, do benefits continue beyond age 65? • If yes, are benefits funded by pay-as-you-go?		X
S7b	Other Self-insurance Benefits	Does the district provide other self-insurance benefits (e.g., workers' compensation, employee health and welfare, or property and liability)?		X
S8	Status of Labor Agreements	Are salary and benefit negotiations still open for: • Certificated? (Section S8A, Line 1) • Classified? (Section S8B, Line 1) • Management/supervisor/confidential? (Section S8C, Line 1)	X	X
S9	Local Control and Accountability Plan (LCAP)	• Did or will the school district's governing board adopt an LCAP or an update to the LCAP effective for the budget year? • Adoption date of the LCAP or an update to the LCAP:		X
S10	LCAP Expenditures	Does the school district's budget include the expenditures necessary to implement the LCAP or annual update to the LCAP as described in the Local Control and Accountability Plan and Annual Update Template?		X
				06/20/2024
ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the district will end the budget year with a negative cash balance in the general fund?		X
A2	Independent Position Control	Is personnel position control independent from the payroll system?	X	
A3	Declining Enrollment	Is enrollment decreasing in both the prior fiscal year and budget year?		X
A4	New Charter Schools Impacting District Enrollment	Are any new charter schools operating in district boundaries that are impacting the district's enrollment, either in the prior fiscal year or budget year?	X	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the budget or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?		X
ADDITIONAL FISCAL INDICATORS (continued)			No	Yes
A6	Uncapped Health Benefits	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?		X
A7	Independent Financial System	Is the district's financial system independent from the county office system?		X
A8	Fiscal Distress Reports	Does the district have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of CBO or Superintendent	Have there been personnel changes in the superintendent or chief business official (CBO) positions within the last 12 months?		X

ANNUAL CERTIFICATION REGARDING SELF-INSURED WORKERS' COMPENSATION CLAIMS

Pursuant to Education Code Section 42141, if a school district, either individually or as a member of a joint powers agency, is self-insured for workers' compensation claims, the superintendent of the school district annually shall provide information to the governing board of the school district regarding the estimated accrued but unfunded cost of those claims. The governing board annually shall certify to the county superintendent of schools the amount of money, if any, that it has decided to reserve in its budget for the cost of those claims.

To the County Superintendent of Schools:

_____ Our district is self-insured for workers' compensation claims as defined in Education Code Section 42141(a):

Total liabilities actuarially determined:	\$ _____
Less: Amount of total liabilities reserved in budget:	\$ _____
Estimated accrued but unfunded liabilities:	\$ _____ 0.00

This school district is self-insured for workers' compensation claims through a JPA, and offers the following information:

_____ This school district is not self-insured for workers' compensation claims.

Signed _____

Clerk/Secretary of the Governing Board

(Original signature required)

Date of Meeting: _____

For additional information on this certification, please contact:

Name: _____
Janea Marking
Title: _____
Chief Business Officer
Telephone: _____
916-643-9055
E-mail: _____
Janea-Marking@scusd.edu

GENERAL FUND

General Fund Definition

The General Fund is the general operating fund of the District and accounts for all revenues and expenditures of the District not encompassed within other funds. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. General operating expenditures and the capital improvement costs that are not paid through other funds are paid from the General Fund. The General Fund also contains categorical programs such as Every Student Succeeds Act (ESSA), Title I, After School Education and Safety (ASES), and others.

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals			2024-25 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
A. REVENUES									
1) LCFF Sources		8010-8099	500,355,264.00	2,478,216.00	502,833,480.00	486,482,344.00	2,688,061.00	489,170,405.00	-2.7%
2) Federal Revenue		8100-8299	0.00	157,711,903.21	157,711,903.21	0.00	42,316,186.28	42,316,186.28	-73.2%
3) Other State Revenue		8300-8599	12,193,830.48	127,068,757.54	139,262,588.02	17,003,334.39	113,182,286.36	130,185,620.75	-6.5%
4) Other Local Revenue		8600-8799	7,877,702.66	5,790,793.39	13,668,496.05	4,145,523.02	2,302,271.01	6,447,794.03	-52.8%
5) TOTAL, REVENUES			520,426,797.14	293,049,670.14	813,476,467.28	507,631,201.41	160,488,804.65	668,120,006.06	-17.9%
B. EXPENDITURES									
1) Certificated Salaries		1000-1999	220,037,217.49	92,447,264.95	312,484,482.44	214,636,122.14	89,781,697.40	304,417,819.54	-2.6%
2) Classified Salaries		2000-2999	53,134,054.74	37,751,960.13	90,886,014.87	53,145,775.22	38,985,851.94	92,131,627.16	1.4%
3) Employee Benefits		3000-3999	139,679,571.32	87,980,697.14	227,660,268.46	148,187,551.70	97,337,182.16	245,524,733.86	7.6%
4) Books and Supplies		4000-4999	8,649,616.27	48,569,971.16	57,219,587.43	9,950,806.87	16,372,433.67	26,323,240.54	-54.0%
5) Services and Other Operating Expenditures		5000-5999	35,750,339.07	121,654,117.92	157,404,456.99	30,857,149.11	61,531,434.84	92,388,583.95	-41.3%
6) Capital Outlay		6000-6999	2,350,050.84	24,256,593.85	26,606,644.69	45,000.00	504,098.56	549,098.56	-97.9%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	1,510,300.00	0.00	1,510,300.00	10,535.00	0.00	10,535.00	-99.3%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(8,856,861.41)	7,405,042.08	(1,451,819.33)	(6,377,292.51)	4,919,790.51	(1,457,502.00)	0.4%
9) TOTAL, EXPENDITURES			452,254,288.32	420,065,647.23	872,319,935.55	450,455,647.53	309,432,489.08	759,888,136.61	-12.9%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)									
			68,172,508.82	(127,015,977.09)	(58,843,468.27)	57,175,553.88	(148,943,684.43)	(91,768,130.55)	56.0%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	2,475,399.00	0.00	2,475,399.00	3,005,447.36	0.00	3,005,447.36	21.4%
b) Transfers Out		7600-7629	107,137.79	0.00	107,137.79	0.00	0.00	0.00	-100.0%
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	(128,013,844.32)	128,013,843.48	(.84)	(120,159,401.48)	120,159,401.48	0.00	-100.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(125,645,583.11)	128,013,843.48	2,368,260.37	(117,153,954.12)	120,159,401.48	3,005,447.36	26.9%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)									
			(57,473,074.29)	997,866.39	(56,475,207.90)	(59,978,400.24)	(28,784,282.95)	(88,762,683.19)	57.2%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	135,640,173.48	122,292,561.11	257,932,734.59	78,167,099.19	123,290,427.50	201,457,526.69	-21.9%
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)			135,640,173.48	122,292,561.11	257,932,734.59	78,167,099.19	123,290,427.50	201,457,526.69	-21.9%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			135,640,173.48	122,292,561.11	257,932,734.59	78,167,099.19	123,290,427.50	201,457,526.69	-21.9%
2) Ending Balance, June 30 (E + F1e)			78,167,099.19	123,290,427.50	201,457,526.69	18,188,698.95	94,506,144.55	112,694,843.50	-44.1%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	150,000.00	0.00	150,000.00	0.00	0.00	0.00	-100.0%
Stores		9712	103,810.35	0.00	103,810.35	0.00	0.00	0.00	-100.0%
Prepaid Items		9713	0.00	36,282.06	36,282.06	0.00	0.00	0.00	-100.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	123,290,427.50	123,290,427.50	0.00	94,506,144.55	94,506,144.55	-23.3%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments		9780	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	0.00	0.00	0.00	15,137,654.00	0.00	15,137,654.00	New
Unassigned/Unappropriated Amount		9790	77,913,288.84	(36,282.06)	77,877,006.78	3,051,044.95	0.00	3,051,044.95	-96.1%
G. ASSETS									
1) Cash									
a) in County Treasury		9110	229,154,069.68	730,905.78	229,884,975.46				
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00	0.00	0.00				
b) in Banks		9120	128,889.33	4,180.00	133,069.33				
c) in Revolving Cash Account		9130	150,000.00	0.00	150,000.00				
d) with Fiscal Agent/Trustee		9135	0.00	0.00	0.00				
e) Collections Awaiting Deposit		9140	0.00	0.00	0.00				
2) Investments		9150	0.00	0.00	0.00				
3) Accounts Receivable		9200	6,859,909.55	274,186.26	7,134,095.81				
4) Due from Grantor Government		9290	1,533,763.11	8,427,705.58	9,961,468.69				
5) Due from Other Funds		9310	(3,054,111.76)	0.00	(3,054,111.76)				
6) Stores		9320	103,810.35	0.00	103,810.35				

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals			2024-25 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
7) Prepaid Expenditures		9330	0.00	36,282.06	36,282.06				
8) Other Current Assets		9340	0.00	0.00	0.00				
9) Lease Receivable		9380	0.00	0.00	0.00				
10) TOTAL, ASSETS			234,876,330.26	9,473,259.68	244,349,589.94				
H. DEFERRED OUTFLOWS OF RESOURCES									
1) Deferred Outflows of Resources		9490	0.00	0.00	0.00				
2) TOTAL, DEFERRED OUTFLOWS			0.00	0.00	0.00				
I. LIABILITIES									
1) Accounts Payable		9500	83,727,097.97	2,134,727.73	85,861,825.70				
2) Due to Grantor Governments		9590	49,812,857.89	10,977,062.82	60,789,920.71				
3) Due to Other Funds		9610	0.00	0.00	0.00				
4) Current Loans		9640	0.00	0.00	0.00				
5) Unearned Revenue		9650	0.00	0.00	0.00				
6) TOTAL, LIABILITIES			133,539,955.86	13,111,790.55	146,651,746.41				
J. DEFERRED INFLOWS OF RESOURCES									
1) Deferred Inflows of Resources		9690	0.00	0.00	0.00				
2) TOTAL, DEFERRED INFLOWS			0.00	0.00	0.00				
K. FUND EQUITY									
Ending Fund Balance, June 30 (G10 + H2) - (I6 + J2)			101,336,374.40	(3,638,530.87)	97,697,843.53				
LCFF SOURCES									
Principal Apportionment									
State Aid - Current Year		8011	260,933,495.00	0.00	260,933,495.00	250,750,877.00	0.00	250,750,877.00	-3.9%
Education Protection Account State Aid - Current Year		8012	114,092,723.00	0.00	114,092,723.00	110,402,421.00	0.00	110,402,421.00	-3.2%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions									
Homeowners' Exemptions		8021	660,685.00	0.00	660,685.00	660,685.00	0.00	660,685.00	0.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes									
Secured Roll Taxes		8041	95,962,615.00	0.00	95,962,615.00	95,962,615.00	0.00	95,962,615.00	0.0%
Unsecured Roll Taxes		8042	3,339,725.00	0.00	3,339,725.00	3,339,725.00	0.00	3,339,725.00	0.0%
Prior Years' Taxes		8043	742,967.00	0.00	742,967.00	742,967.00	0.00	742,967.00	0.0%
Supplemental Taxes		8044	4,509,791.00	0.00	4,509,791.00	4,509,791.00	0.00	4,509,791.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	21,094,643.00	0.00	21,094,643.00	21,094,643.00	0.00	21,094,643.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	13,400,481.00	0.00	13,400,481.00	13,400,481.00	0.00	13,400,481.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)									
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			514,737,125.00	0.00	514,737,125.00	500,864,205.00	0.00	500,864,205.00	-2.7%
LCFF Transfers									
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(14,381,861.00)	0.00	(14,381,861.00)	(14,381,861.00)	0.00	(14,381,861.00)	0.0%
Property Taxes Transfers		8097	0.00	2,478,216.00	2,478,216.00	0.00	2,688,061.00	2,688,061.00	8.5%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			500,355,264.00	2,478,216.00	502,833,480.00	486,482,344.00	2,688,061.00	489,170,405.00	-2.7%
FEDERAL REVENUE									
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	11,785,251.00	11,785,251.00	0.00	9,921,824.47	9,921,824.47	-15.8%
Special Education Discretionary Grants		8182	0.00	986,333.60	986,333.60	0.00	940,266.00	940,266.00	-4.7%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	15,362,886.54	15,362,886.54	0.00	0.00	0.00	-100.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	0.00	23,017,663.73	23,017,663.73	0.00	22,064,045.41	22,064,045.41	-4.1%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	0.00	2,993,453.74	2,993,453.74	0.00	3,020,958.48	3,020,958.48	0.9%
Title III, Immigrant Student Program	4201	8290	0.00	78,134.79	78,134.79	0.00	0.00	0.00	-100.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals			2024-25 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Title III, English Learner Program	4203	8290		1,752,738.04	1,752,738.04		1,010,080.67	1,010,080.67	-42.4%
Public Charter Schools Grant Program (PCSGP)	4610	8290		0.00	0.00		0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3040, 3060, 3061, 3110, 3150, 3155, 3180, 3182, 4037, 4123, 4124, 4126, 4127, 4128, 5630	8290		9,383,361.46	9,383,361.46		4,696,257.26	4,696,257.26	-50.0%
Career and Technical Education	3500-3599	8290		592,019.00	592,019.00		0.00	0.00	-100.0%
All Other Federal Revenue	All Other	8290	0.00	91,760,061.31	91,760,061.31	0.00	662,753.99	662,753.99	-99.3%
TOTAL, FEDERAL REVENUE			0.00	157,711,903.21	157,711,903.21	0.00	42,316,186.28	42,316,186.28	-73.2%
OTHER STATE REVENUE									
Other State Apportionments									
ROC/P Entitlement									
Prior Years	6360	8319		0.00	0.00		0.00	0.00	0.0%
Special Education Master Plan									
Current Year	6500	8311		31,238,631.91	31,238,631.91		31,206,530.00	31,206,530.00	-0.1%
Prior Years	6500	8319		0.00	0.00		0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	1,625,347.26	0.00	1,625,347.26	1,625,347.26	0.00	1,625,347.26	0.0%
Lottery - Unrestricted and Instructional Materials		8560	6,191,106.22	2,445,892.80	8,636,999.02	7,100,610.13	3,510,487.50	10,611,097.63	22.9%
Tax Relief Subventions									
Restricted Levies - Other									
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from									
State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590		10,943,568.37	10,943,568.37		9,160,217.35	9,160,217.35	-16.3%
Charter School Facility Grant	6030	8590		0.00	0.00		0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590		427,474.00	427,474.00		429,113.79	429,113.79	0.4%
California Clean Energy Jobs Act	6230	8590		0.00	0.00		0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590		5,204,762.26	5,204,762.26		822,847.33	822,847.33	-84.2%
American Indian Early Childhood Education	7210	8590		0.00	0.00		0.00	0.00	0.0%
Specialized Secondary	7370	8590		0.00	0.00		0.00	0.00	0.0%
All Other State Revenue	All Other	8590	4,377,377.00	76,808,428.20	81,185,805.20	8,277,377.00	68,053,090.39	76,330,467.39	-6.0%
TOTAL, OTHER STATE REVENUE			12,193,830.48	127,068,757.54	139,262,588.02	17,003,334.39	113,182,286.36	130,185,620.75	-6.5%
OTHER LOCAL REVENUE									
Other Local Revenue									
County and District Taxes									
Other Restricted Levies									
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes									
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sales									
Sale of Equipment/Supplies		8631	122,807.23	0.00	122,807.23	50,000.00	0.00	50,000.00	-59.3%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	1,651,324.00	146,852.85	1,798,176.85	1,651,324.00	0.00	1,651,324.00	-8.2%
Interest		8660	3,750,000.00	0.00	3,750,000.00	1,250,000.00	0.00	1,250,000.00	-66.7%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts									
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	813,851.00	0.00	813,851.00	813,851.00	0.00	813,851.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue									

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals			2024-25 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Plus: Miscellaneous Funds Non-LCFF (50 Percent) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenue from Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	1,539,720.43	5,643,940.54	7,183,660.97	380,348.02	2,302,271.01	2,682,619.03	-62.7%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments									
Special Education SELPA Transfers									
From Districts or Charter Schools	6500	8791		0.00	0.00		0.00	0.00	0.0%
From County Offices	6500	8792		0.00	0.00		0.00	0.00	0.0%
From JPAs	6500	8793		0.00	0.00		0.00	0.00	0.0%
ROC/P Transfers									
From Districts or Charter Schools	6360	8791		0.00	0.00		0.00	0.00	0.0%
From County Offices	6360	8792		0.00	0.00		0.00	0.00	0.0%
From JPAs	6360	8793		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments									
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			7,877,702.66	5,790,793.39	13,668,496.05	4,145,523.02	2,302,271.01	6,447,794.03	-52.8%
TOTAL, REVENUES			520,426,797.14	293,049,670.14	813,476,467.28	507,631,201.41	160,488,804.65	668,120,006.06	-17.9%
CERTIFICATED SALARIES									
Certificated Teachers' Salaries		1100	179,905,842.42	56,556,614.70	236,462,457.12	175,646,543.36	51,949,885.49	227,596,428.85	-3.7%
Certificated Pupil Support Salaries		1200	13,287,615.21	14,006,325.17	27,293,940.38	14,853,400.68	15,069,701.32	29,923,102.00	9.6%
Certificated Supervisors' and Administrators' Salaries		1300	25,089,636.99	6,520,848.73	31,610,485.72	22,848,749.74	4,311,862.10	27,160,611.84	-14.1%
Other Certificated Salaries		1900	1,754,122.87	15,363,476.35	17,117,599.22	1,287,428.36	18,450,248.49	19,737,676.85	15.3%
TOTAL, CERTIFICATED SALARIES			220,037,217.49	92,447,264.95	312,484,482.44	214,636,122.14	89,781,697.40	304,417,819.54	-2.6%
CLASSIFIED SALARIES									
Classified Instructional Salaries		2100	2,100,605.32	10,212,018.48	12,312,623.80	1,746,518.52	15,858,056.21	17,604,574.73	43.0%
Classified Support Salaries		2200	22,057,440.18	11,600,404.15	33,657,844.33	20,530,679.09	11,303,799.98	31,834,479.07	-5.4%
Classified Supervisors' and Administrators' Salaries		2300	8,240,654.59	7,453,926.21	15,694,580.80	9,492,611.84	4,575,205.40	14,067,817.24	-10.4%
Clerical, Technical and Office Salaries		2400	18,187,272.73	5,068,724.08	23,255,996.81	18,673,596.40	3,849,511.28	22,523,107.68	-3.2%
Other Classified Salaries		2900	2,548,081.92	3,416,887.21	5,964,969.13	2,702,369.37	3,399,279.07	6,101,648.44	2.3%
TOTAL, CLASSIFIED SALARIES			53,134,054.74	37,751,960.13	90,886,014.87	53,145,775.22	38,985,851.94	92,131,627.16	1.4%
EMPLOYEE BENEFITS									
STRS		3101-3102	40,295,468.11	37,649,947.18	77,945,415.29	39,523,309.08	38,048,456.65	77,571,765.73	-0.5%
PERS		3201-3202	13,880,684.07	10,245,350.66	24,126,034.73	14,593,585.59	10,975,425.44	25,569,011.03	6.0%
OASDI/Medicare/Alternative		3301-3302	7,953,946.79	4,613,474.30	12,567,421.09	8,371,174.81	5,139,333.34	13,510,508.15	7.5%
Health and Welfare Benefits		3401-3402	58,736,233.13	26,717,360.30	85,453,593.43	65,797,432.52	32,907,188.22	98,704,620.74	15.5%
Unemployment Insurance		3501-3502	135,229.12	72,285.07	207,514.19	134,572.82	63,951.63	198,524.45	-4.3%
Workers' Compensation		3601-3602	4,089,218.69	1,997,526.32	6,086,745.01	4,013,640.45	1,920,741.70	5,934,382.15	-2.5%
OPEB, Allocated		3701-3702	14,557,381.04	6,669,416.23	21,226,797.27	15,718,094.93	8,269,863.08	23,987,958.01	13.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	31,410.37	15,337.08	46,747.45	35,741.50	12,222.10	47,963.60	2.6%
TOTAL, EMPLOYEE BENEFITS			139,679,571.32	87,980,697.14	227,660,268.46	148,187,551.70	97,337,182.16	245,524,733.86	7.8%
BOOKS AND SUPPLIES									
Approved Textbooks and Core Curricula Materials		4100	11,517.20	9,773,688.49	9,785,205.69	54,931.00	3,265,549.50	3,320,480.50	-66.1%
Books and Other Reference Materials		4200	263,531.65	140,023.48	403,555.13	114,616.39	110,102.00	224,718.39	-44.3%
Materials and Supplies		4300	7,486,449.23	35,064,073.99	42,550,523.22	9,358,036.31	11,265,588.81	20,623,625.12	-51.5%
Noncapitalized Equipment		4400	888,118.19	3,592,185.20	4,480,303.39	423,223.17	1,731,193.36	2,154,416.53	-51.9%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			8,649,616.27	48,569,971.16	57,219,587.43	9,950,806.87	16,372,433.67	26,323,240.54	-54.0%
SERVICES AND OTHER OPERATING EXPENDITURES									
Subagreements for Services		5100	974,985.10	94,486,830.20	95,461,815.30	984,685.00	48,808,001.38	49,792,686.38	-47.8%
Travel and Conferences		5200	557,030.23	1,363,380.31	1,920,410.54	479,141.29	1,455,832.00	1,934,973.29	0.8%
Dues and Memberships		5300	178,637.32	28,910.00	207,547.32	169,272.00	4,000.00	173,272.00	-16.5%
Insurance		5400 - 5450	2,501,604.53	0.00	2,501,604.53	30,000.00	0.00	30,000.00	-98.8%
Operations and Housekeeping Services		5500	10,902,156.15	11,598.35	10,913,754.50	12,242,818.00	81,000.00	12,323,818.00	12.9%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	1,578,881.57	658,269.47	2,237,151.04	1,544,299.00	373,500.00	1,917,799.00	-14.3%
Transfers of Direct Costs		5710	(355,321.80)	355,321.80	0.00	(284,698.25)	284,698.25	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(1,297,588.47)	63,079.06	(1,234,509.41)	(1,192,155.00)	(13,000.00)	(1,205,155.00)	-2.4%
Professional/Consulting Services and Operating Expenditures		5800	18,966,169.43	24,659,439.76	43,625,609.19	15,131,712.50	10,501,054.21	25,632,766.71	-41.2%
Communications		5900	1,743,785.01	27,288.97	1,771,073.98	1,752,074.57	36,349.00	1,788,423.57	1.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			35,750,339.07	121,654,117.92	157,404,456.99	30,857,149.11	61,531,434.84	92,388,583.95	-41.3%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals			2024-25 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
CAPITAL OUTLAY									
Land		6100	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	1,232,086.50	1,232,086.50	0.00	295,000.00	295,000.00	-76.1%
Buildings and Improvements of Buildings		6200	17,485.13	21,154,057.34	21,171,542.47	0.00	83,904.00	83,904.00	-99.6%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	2,307,565.71	1,540,524.75	3,848,090.46	15,000.00	60,996.00	75,996.00	-98.0%
Equipment Replacement		6500	25,000.00	240,952.26	265,952.26	30,000.00	64,198.56	94,198.56	-64.6%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subscription Assets		6700	0.00	88,973.00	88,973.00	0.00	0.00	0.00	-100.0%
TOTAL, CAPITAL OUTLAY			2,350,050.84	24,256,593.85	26,606,644.69	45,000.00	504,098.56	549,098.56	-97.9%
OTHER OUTGO (excluding Transfers of Indirect Costs)									
Tuition									
Tuition for Instruction Under Interdistrict									
Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments									
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	1,500,000.00	0.00	1,500,000.00	0.00	0.00	0.00	-100.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues									
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments									
To Districts or Charter Schools	6500	7221		0.00	0.00		0.00	0.00	0.0%
To County Offices	6500	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6500	7223		0.00	0.00		0.00	0.00	0.0%
ROC/P Transfers of Apportionments									
To Districts or Charter Schools	6360	7221		0.00	0.00		0.00	0.00	0.0%
To County Offices	6360	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6360	7223		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service									
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	10,300.00	0.00	10,300.00	10,535.00	0.00	10,535.00	2.3%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			1,510,300.00	0.00	1,510,300.00	10,535.00	0.00	10,535.00	-99.3%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS									
Transfers of Indirect Costs		7310	(7,405,042.08)	7,405,042.08	0.00	(4,919,790.51)	4,919,790.51	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	(1,451,819.33)	0.00	(1,451,819.33)	(1,457,502.00)	0.00	(1,457,502.00)	0.4%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(8,856,861.41)	7,405,042.08	(1,451,819.33)	(6,377,292.51)	4,919,790.51	(1,457,502.00)	0.4%
TOTAL, EXPENDITURES									
			452,254,288.32	420,065,647.23	872,319,935.55	450,455,647.53	309,432,489.08	759,888,136.61	-12.9%
INTERFUND TRANSFERS									
INTERFUND TRANSFERS IN									
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	2,475,399.00	0.00	2,475,399.00	3,005,447.36	0.00	3,005,447.36	21.4%
(a) TOTAL, INTERFUND TRANSFERS IN			2,475,399.00	0.00	2,475,399.00	3,005,447.36	0.00	3,005,447.36	21.4%
INTERFUND TRANSFERS OUT									
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	107,137.79	0.00	107,137.79	0.00	0.00	0.00	-100.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			107,137.79	0.00	107,137.79	0.00	0.00	0.00	-100.0%
OTHER SOURCES/USES									
SOURCES									
State Apportionments									
Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds									
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources									
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals			2024-25 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
Long-Term Debt Proceeds									
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
USES									
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS									
Contributions from Unrestricted Revenues		8980	(128,013,844.32)	128,013,844.32	0.00	(120,159,401.48)	120,159,401.48	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	(.84)	(.84)	0.00	0.00	0.00	-100.0%
(e) TOTAL, CONTRIBUTIONS			(128,013,844.32)	128,013,843.48	(.84)	(120,159,401.48)	120,159,401.48	0.00	-100.0%
TOTAL, OTHER FINANCING SOURCES/USES (a- b + c - d + e)			(125,645,583.11)	128,013,843.48	2,368,260.37	(117,153,954.12)	120,159,401.48	3,005,447.36	26.9%

Description	Function Codes	Object Codes	2023-24 Estimated Actuals			2024-25 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
A. REVENUES									
1) LCFF Sources		8010-8099	500,355,264.00	2,478,216.00	502,833,480.00	486,482,344.00	2,688,061.00	489,170,405.00	-2.7%
2) Federal Revenue		8100-8299	0.00	157,711,903.21	157,711,903.21	0.00	42,316,186.28	42,316,186.28	-73.2%
3) Other State Revenue		8300-8599	12,193,830.48	127,068,757.54	139,262,588.02	17,003,334.39	113,182,286.36	130,185,620.75	-6.5%
4) Other Local Revenue		8600-8799	7,877,702.66	5,790,793.39	13,668,496.05	4,145,523.02	2,302,271.01	6,447,794.03	-52.8%
5) TOTAL, REVENUES			520,426,797.14	293,049,670.14	813,476,467.28	507,631,201.41	160,488,804.65	668,120,006.06	-17.9%
B. EXPENDITURES (Objects 1000-7999)									
1) Instruction		1000-1999	273,391,132.42	257,558,549.65	530,949,682.07	274,495,845.50	186,602,766.60	461,098,612.10	-13.2%
2) Instruction - Related Services		2000-2999	60,864,730.05	51,964,946.44	112,829,676.49	58,721,827.99	40,378,150.91	99,099,978.90	-12.2%
3) Pupil Services		3000-3999	40,876,358.00	52,624,502.05	93,500,860.05	40,735,584.10	56,189,924.02	96,925,508.12	3.7%
4) Ancillary Services		4000-4999	5,437,090.85	854,034.06	6,291,124.91	4,707,281.39	341,292.67	5,048,574.06	-19.8%
5) Community Services		5000-5999	72,598.18	115,294.81	187,892.99	0.00	0.00	0.00	-100.0%
6) Enterprise		6000-6999	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
7) General Administration		7000-7999	28,357,508.92	11,401,263.93	39,758,772.85	29,699,421.19	6,122,495.14	35,821,916.33	-9.9%
8) Plant Services		8000-8999	41,744,569.90	45,547,056.29	87,291,626.19	42,085,152.36	19,797,859.74	61,883,012.10	-29.1%
9) Other Outgo		9000-9999	1,510,300.00	0.00	1,510,300.00	10,535.00	0.00	10,535.00	-99.3%
10) TOTAL, EXPENDITURES			452,254,288.32	420,065,647.23	872,319,935.55	450,455,647.53	309,432,489.08	759,888,136.61	-12.9%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			68,172,508.82	(127,015,977.09)	(58,843,468.27)	57,175,553.88	(148,943,684.43)	(91,768,130.55)	56.0%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	2,475,399.00	0.00	2,475,399.00	3,005,447.36	0.00	3,005,447.36	21.4%
b) Transfers Out		7600-7629	107,137.79	0.00	107,137.79	0.00	0.00	0.00	-100.0%
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	(128,013,844.32)	128,013,843.48	(.84)	(120,159,401.48)	120,159,401.48	0.00	-100.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(125,645,583.11)	128,013,843.48	2,368,260.37	(117,153,954.12)	120,159,401.48	3,005,447.36	26.9%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(57,473,074.29)	997,866.39	(56,475,207.90)	(59,978,400.24)	(28,784,282.95)	(88,762,683.19)	57.2%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	135,640,173.48	122,292,561.11	257,932,734.59	78,167,099.19	123,290,427.50	201,457,526.69	-21.9%
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)			135,640,173.48	122,292,561.11	257,932,734.59	78,167,099.19	123,290,427.50	201,457,526.69	-21.9%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			135,640,173.48	122,292,561.11	257,932,734.59	78,167,099.19	123,290,427.50	201,457,526.69	-21.9%
2) Ending Balance, June 30 (E + F1e)			78,167,099.19	123,290,427.50	201,457,526.69	18,188,698.95	94,506,144.55	112,694,843.50	-44.1%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	150,000.00	0.00	150,000.00	0.00	0.00	0.00	-100.0%
Stores		9712	103,810.35	0.00	103,810.35	0.00	0.00	0.00	-100.0%
Prepaid Items		9713	0.00	36,282.06	36,282.06	0.00	0.00	0.00	-100.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	123,290,427.50	123,290,427.50	0.00	94,506,144.55	94,506,144.55	-23.3%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	0.00	0.00	0.00	15,137,654.00	0.00	15,137,654.00	New
Unassigned/Unappropriated Amount		9790	77,913,288.84	(36,282.06)	77,877,006.78	3,051,044.95	0.00	3,051,044.95	-96.1%

Resource	Description	2023-24 Estimated Actuals	2024-25 Budget
2600	Expanded Learning Opportunities Program	14,450,070.83	14,450,070.83
5650	FEMA Public Assistance Funds	15,362,886.54	15,362,886.54
5810	Other Restricted Federal	149,347.86	149,347.86
6211	Literacy Coaches and Reading Specialists Grant Program	3,450,474.00	3,450,474.00
6266	Educator Effectiveness, FY 2021-22	5,274,473.67	5,274,473.67
6300	Lottery : Instructional Materials	121,126.80	121,126.80
6332	CA Community Schools Partnership Act - Implementation Grant	2,621,593.82	2,621,593.82
6371	CalWORKs for ROCP or Adult Education	11,331.00	11,331.00
6547	Special Education Early Intervention Preschool Grant	5,746,413.00	3,111,802.87
6762	Arts, Music, and Instructional Materials Discretionary Block Grant	12,529,255.36	12,529,255.36
6770	Arts and Music in Schools (AMS)-Funding Guarantee and Accountability Act (Prop 28)	6,277,416.00	6,277,416.00
7032	Child Nutrition: Kitchen Infrastructure and Training Funds - 2022 KIT Funds	2,416,952.00	2,416,952.00
7085	Learning Communities for School Success Program	128,115.47	128,115.47
7311	Classified School Employee Professional Development Block Grant	88,875.97	88,875.97
7388	SB 117 COVID-19 LEA Response Funds	268,625.67	268,625.67
7399	LCFF Equity Multiplier	1,224,188.00	1,224,188.00
7412	A-G Access/Success Grant	1,159,876.48	325,434.25
7413	A-G Learning Loss Mitigation Grant	455,346.67	455,346.67
7426	Expanded Learning Opportunities (ELO) Grant: Paraprofessional Staff	363,632.30	363,632.30
7435	Learning Recovery Emergency Block Grant	43,880,823.64	16,201,727.27
7810	Other Restricted State	804,666.62	804,666.62
8150	Ongoing & Major Maintenance Account (RMA: Education Code Section 17070.75)	66,248.34	2,498,300.52
9010	Other Restricted Local	6,438,687.46	6,370,501.06
Total, Restricted Balance		123,290,427.50	94,506,144.55

SPECIAL REVENUE FUNDS

Special Revenue Funds Definition

The Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. This classification includes the Student Activity Fund, Charter Schools Fund, Adult Education Fund, Child Development Fund, and Cafeteria Fund.

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.0%
B. EXPENDITURES					
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%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,570,032.53	1,570,032.53	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,570,032.53	1,570,032.53	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,570,032.53	1,570,032.53	0.0%
2) Ending Balance, June 30 (E + F1e)			1,570,032.53	1,570,032.53	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	5,934.00	0.00	-100.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	1,564,098.53	1,570,032.53	0.4%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Other Commitments		9760	0.00	0.00	0.0%
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%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	1,564,098.53		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	5,934.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			1,570,032.53		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenues		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30					
(G10 + H2) - (I6 + J2)			1,570,032.53		
REVENUES					
Sale of Equipment and Supplies		8631	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
All Other Local Revenue		8699	0.00	0.00	0.0%
TOTAL, REVENUES			0.00	0.00	0.0%
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	0.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	0.00	0.00	0.0%
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	0.0%
CAPITAL OUTLAY					
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	0.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a- b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,570,032.53	1,570,032.53	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,570,032.53	1,570,032.53	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,570,032.53	1,570,032.53	0.0%
2) Ending Balance, June 30 (E + F1e)			1,570,032.53	1,570,032.53	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	5,934.00	0.00	-100.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	1,564,098.53	1,570,032.53	0.4%
c) Committed					

Description	Function Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	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%

Resource	Description	2023-24 Estimated Actuals	2024-25 Budget
8210	Student Activity Funds	1,564,098.53	1,570,032.53
Total, Restricted Balance		1,564,098.53	1,570,032.53

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	19,352,265.00	20,874,241.00	7.9%
2) Federal Revenue		8100-8299	702,632.80	415,393.40	-40.9%
3) Other State Revenue		8300-8599	2,339,081.40	1,506,933.37	-35.6%
4) Other Local Revenue		8600-8799	5,000.00	0.00	-100.0%
5) TOTAL, REVENUES			22,398,979.20	22,796,567.77	1.8%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	9,826,455.10	9,969,708.86	1.5%
2) Classified Salaries		2000-2999	1,267,414.95	1,421,810.68	12.2%
3) Employee Benefits		3000-3999	6,294,200.99	6,420,820.15	2.0%
4) Books and Supplies		4000-4999	3,403,619.91	502,630.72	-85.2%
5) Services and Other Operating Expenditures		5000-5999	2,402,872.71	1,850,979.00	-23.0%
6) Capital Outlay		6000-6999	183,607.87	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	75,269.88	8,150.00	-89.2%
9) TOTAL, EXPENDITURES			23,453,441.41	20,174,099.41	-14.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(1,054,462.21)	2,622,468.36	-348.7%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	468,281.64	New
b) Transfers Out		7600-7629	2,475,399.00	3,473,729.00	40.3%
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			(2,475,399.00)	(3,005,447.36)	21.4%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(3,529,861.21)	(382,979.00)	-89.2%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	15,520,268.58	11,990,407.37	-22.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			15,520,268.58	11,990,407.37	-22.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			15,520,268.58	11,990,407.37	-22.7%
2) Ending Balance, June 30 (E + F1e)			11,990,407.37	11,607,428.37	-3.2%
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 Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	5,656,502.09	5,519,433.09	-2.4%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	6,333,905.28	6,087,995.28	-3.9%
Education Protection Account	0000	9780	103,455.00		
Charter school fund	0000	9780	6,126,995.28		
Education Protection Account	0000	9780		103,455.00	
Charter school fund	0000	9780		5,984,540.28	
e) Unassigned/Unappropriated Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	13,145,393.01		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	1,070.38		

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	104,500.22		
4) Due from Grantor Government		9290	1,134,810.57		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			14,385,774.18		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	240,849.52		
2) Due to Grantor Governments		9590	2,298,716.31		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	(54,218.00)		
6) TOTAL, LIABILITIES			2,485,347.83		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
(G10 + H2) - (I6 + J2)			11,900,426.35		
LCFF SOURCES					
Principal Apportionment					
State Aid - Current Year		8011	12,263,952.90	12,589,161.00	2.7%
Education Protection Account State Aid - Current Year		8012	3,795,197.00	4,011,890.00	5.7%
State Aid - Prior Years		8019	0.00	0.00	0.0%
LCFF Transfers					
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	3,293,115.10	4,273,190.00	29.8%
Property Taxes Transfers		8097	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			19,352,265.00	20,874,241.00	7.9%
FEDERAL REVENUE					
Maintenance and Operations		8110	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.0%
Special Education Discretionary Grants		8182	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	411,242.00	415,393.40	1.0%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	0.00	0.00	0.0%
Title III, Immigrant Student Program	4201	8290	0.00	0.00	0.0%
Title III, English Learner Program	4203	8290	0.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3040, 3060, 3061, 3150, 3155, 3180, 3182, 4037, 4124, 4126, 4127, 4128, 5630	8290	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	291,390.80	0.00	-100.0%
TOTAL, FEDERAL REVENUE			702,632.80	415,393.40	-40.9%
OTHER STATE REVENUE					

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Other State Apportionments					
Special Education Master Plan					
Current Year	6500	8311	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	46,470.00	48,543.00	4.5%
Lottery - Unrestricted and Instructional Materials		8560	334,341.00	371,583.00	11.1%
After School Education and Safety (ASES)	6010	8590	0.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6690, 6695	8590	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	1,958,270.40	1,086,807.37	-44.5%
TOTAL, OTHER STATE REVENUE			2,339,081.40	1,506,933.37	-35.6%
OTHER LOCAL REVENUE					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Child Development Parent Fees		8673	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
All Other Local Revenue		8699	5,000.00	0.00	-100.0%
Tuition		8710	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.0%
Transfers of Apportionments					
Special Education SELPA Transfers					
From Districts or Charter Schools	6500	8791	0.00	0.00	0.0%
From County Offices	6500	8792	0.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.0%
Other Transfers of Apportionments					
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			5,000.00	0.00	-100.0%
TOTAL, REVENUES			22,398,979.20	22,796,567.77	1.8%
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	8,479,856.22	8,328,299.37	-1.8%
Certificated Pupil Support Salaries		1200	505,971.40	436,826.36	-13.7%
Certificated Supervisors' and Administrators' Salaries		1300	800,606.23	1,203,397.13	50.3%
Other Certificated Salaries		1900	40,021.25	1,186.00	-97.0%
TOTAL, CERTIFICATED SALARIES			9,826,455.10	9,969,708.86	1.5%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	230,819.42	206,103.14	-10.7%
Classified Support Salaries		2200	407,979.48	460,648.03	12.9%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	461,938.42	600,788.33	30.1%
Other Classified Salaries		2900	166,677.63	154,271.18	-7.4%
TOTAL, CLASSIFIED SALARIES			1,267,414.95	1,421,810.68	12.2%
EMPLOYEE BENEFITS					

Budget, July 1
Charter Schools Special Revenue Fund
Expenditures by Object

Sacramento City Unified
 Sacramento County

34 67439 0000000
 Form 09
 F8BTFRR93S(2024-25)

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
STRS		3101-3102	2,271,679.69	2,273,135.23	0.1%
PERS		3201-3202	300,044.87	354,580.44	18.2%
OASDI/Medicare/Alternative		3301-3302	284,017.14	316,772.69	11.5%
Health and Welfare Benefits		3401-3402	2,440,925.55	2,642,207.28	8.2%
Unemployment Insurance		3501-3502	7,359.90	5,499.89	-25.3%
Workers' Compensation		3601-3602	166,133.04	166,576.55	0.3%
OPEB, Allocated		3701-3702	823,083.92	661,089.27	-19.7%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	956.88	958.80	0.2%
TOTAL, EMPLOYEE BENEFITS			6,294,200.99	6,420,820.15	2.0%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	375,151.37	16,704.00	-95.5%
Books and Other Reference Materials		4200	37,608.84	0.00	-100.0%
Materials and Supplies		4300	2,953,670.78	485,926.72	-83.5%
Noncapitalized Equipment		4400	37,188.92	0.00	-100.0%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			3,403,619.91	502,630.72	-85.2%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	97,950.85	0.00	-100.0%
Travel and Conferences		5200	41,050.00	8,730.00	-78.7%
Dues and Memberships		5300	3,390.00	0.00	-100.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	453,530.00	645,743.00	42.4%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	16,688.75	8,541.00	-48.8%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	1,214,065.00	1,123,660.00	-7.4%
Professional/Consulting Services and Operating Expenditures		5800	568,856.11	55,443.00	-90.3%
Communications		5900	7,342.00	8,862.00	20.7%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			2,402,872.71	1,850,979.00	-23.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	5,828.87	0.00	-100.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	177,779.00	0.00	-100.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			183,607.87	0.00	-100.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Tuition					
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments					
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
All Other Transfers		7281-7283	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs		7310	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	75,269.88	8,150.00	-89.2%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			75,269.88	8,150.00	-89.2%
TOTAL, EXPENDITURES			23,453,441.41	20,174,099.41	-14.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Other Authorized Interfund Transfers In		8919	0.00	468,281.64	New
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	468,281.64	New
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	2,475,399.00	3,473,729.00	40.3%
(b) TOTAL, INTERFUND TRANSFERS OUT			2,475,399.00	3,473,729.00	40.3%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			(2,475,399.00)	(3,005,447.36)	21.4%

Description	Function Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	19,352,265.00	20,874,241.00	7.9%
2) Federal Revenue		8100-8299	702,632.80	415,393.40	-40.9%
3) Other State Revenue		8300-8599	2,339,081.40	1,506,933.37	-35.6%
4) Other Local Revenue		8600-8799	5,000.00	0.00	-100.0%
5) TOTAL, REVENUES			22,398,979.20	22,796,567.77	1.8%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		17,664,988.02	13,914,572.15	-21.2%
2) Instruction - Related Services	2000-2999		2,977,151.66	3,646,735.05	22.5%
3) Pupil Services	3000-3999		828,013.53	664,709.14	-19.7%
4) Ancillary Services	4000-4999		5,932.44	0.00	-100.0%
5) Community Services	5000-5999		469.55	0.00	-100.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		75,269.88	8,150.00	-89.2%
8) Plant Services	8000-8999		1,901,616.33	1,939,933.07	2.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			23,453,441.41	20,174,099.41	-14.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(1,054,462.21)	2,622,468.36	-348.7%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	468,281.64	New
b) Transfers Out		7600-7629	2,475,399.00	3,473,729.00	40.3%
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			(2,475,399.00)	(3,005,447.36)	21.4%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(3,529,861.21)	(382,979.00)	-89.2%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	15,520,268.58	11,990,407.37	-22.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			15,520,268.58	11,990,407.37	-22.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			15,520,268.58	11,990,407.37	-22.7%
2) Ending Balance, June 30 (E + F1e)			11,990,407.37	11,607,428.37	-3.2%
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 Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	5,656,502.09	5,519,433.09	-2.4%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	6,333,905.28	6,087,995.28	-3.9%
Education Protection Account	0000	9780	103,455.00		
Charter school fund	0000	9780	6,126,995.28		
Education Protection Account	0000	9780		103,455.00	
Charter school fund	0000	9780		5,984,540.28	
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2023-24 Estimated Actuals	2024-25 Budget
2600	Expanded Learning Opportunities Program	1,496,369.11	1,496,369.11
6300	Lottery: Instructional Materials	194,932.82	194,932.82
6762	Arts, Music, and Instructional Materials Discretionary Block Grant	961,497.57	961,497.57
7339	Dual Enrollment Opportunities	225,000.00	225,000.00
7412	A-G Access/Success Grant	144,058.35	6,989.35
7413	A-G Learning Loss Mitigation Grant	161,118.56	161,118.56
7425	Expanded Learning Opportunities (ELO) Grant	35,080.27	35,080.27
7426	Expanded Learning Opportunities (ELO) Grant: Paraprofessional Staff	39,890.65	39,890.65
7435	Learning Recovery Emergency Block Grant	2,248,245.65	2,248,245.65
7810	Other Restricted State	17,258.00	17,258.00
9010	Other Restricted Local	133,051.11	133,051.11
Total, Restricted Balance		5,656,502.09	5,519,433.09

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	1,414,904.08	1,533,477.23	8.4%
3) Other State Revenue		8300-8599	2,386,205.34	2,138,928.28	-10.4%
4) Other Local Revenue		8600-8799	3,342,561.91	3,014,201.09	-9.8%
5) TOTAL, REVENUES			7,143,671.33	6,686,606.60	-6.4%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	2,411,511.80	1,554,692.94	-35.5%
2) Classified Salaries		2000-2999	1,304,144.48	1,745,143.08	33.8%
3) Employee Benefits		3000-3999	2,394,425.24	2,371,540.63	-1.0%
4) Books and Supplies		4000-4999	475,410.05	505,447.62	6.3%
5) Services and Other Operating Expenditures		5000-5999	1,058,081.25	342,354.00	-67.6%
6) Capital Outlay		6000-6999	39,269.37	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	87,079.44	102,754.00	18.0%
9) TOTAL, EXPENDITURES			7,769,921.63	6,621,932.27	-14.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(626,250.30)	64,674.33	-110.3%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	107,137.79	0.00	-100.0%
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			107,137.79	0.00	-100.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(519,112.51)	64,674.33	-112.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,061,007.75	541,895.24	-48.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,061,007.75	541,895.24	-48.9%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,061,007.75	541,895.24	-48.9%
2) Ending Balance, June 30 (E + F1e)			541,895.24	606,569.57	11.9%
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 Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	541,895.24	606,569.57	11.9%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	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%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	(4,962,571.47)		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	514,138.80		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
3) Accounts Receivable		9200	24,804.93		
4) Due from Grantor Government		9290	351,198.88		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			(4,072,428.86)		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	39,952.71		
2) Due to Grantor Governments		9590	(29,411.33)		
3) Due to Other Funds		9610	(1,135,169.24)		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			(1,124,627.86)		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
(G10 + H2) - (I6 + J2)			(2,947,801.00)		
LCFF SOURCES					
LCFF Transfers					
LCFF Transfers - Current Year		8091	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.0%
FEDERAL REVENUE					
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Pass-Through Revenues from					
Federal Sources		8287	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	285,744.00	491,350.16	72.0%
All Other Federal Revenue	All Other	8290	1,129,160.08	1,042,127.07	-7.7%
TOTAL, FEDERAL REVENUE			1,414,904.08	1,533,477.23	8.4%
OTHER STATE REVENUE					
Other State Apportionments					
All Other State Apportionments - Current Year		8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
Adult Education Program	6391	8590	1,663,358.75	1,693,506.28	1.8%
All Other State Revenue	All Other	8590	722,846.59	445,422.00	-38.4%
TOTAL, OTHER STATE REVENUE			2,386,205.34	2,138,928.28	-10.4%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Adult Education Fees		8671	1,500,000.00	1,176,712.00	-21.6%
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	1,842,561.91	1,837,489.09	-0.3%
Tuition		8710	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			3,342,561.91	3,014,201.09	-9.8%
TOTAL, REVENUES			7,143,671.33	6,686,606.60	-6.4%
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	1,820,382.35	1,281,214.86	-29.6%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Certificated Pupil Support Salaries		1200	150,691.45	0.00	-100.0%
Certificated Supervisors' and Administrators' Salaries		1300	440,438.00	273,478.08	-37.9%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			2,411,511.80	1,554,692.94	-35.5%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	189,327.49	226,903.68	19.8%
Classified Support Salaries		2200	508,492.32	635,016.19	24.9%
Classified Supervisors' and Administrators' Salaries		2300	196,729.93	230,042.30	16.9%
Clerical, Technical and Office Salaries		2400	405,373.94	551,350.91	36.0%
Other Classified Salaries		2900	4,220.80	101,830.00	2,312.6%
TOTAL, CLASSIFIED SALARIES			1,304,144.48	1,745,143.08	33.8%
EMPLOYEE BENEFITS					
STRS		3101-3102	500,074.75	364,320.09	-27.1%
PERS		3201-3202	385,576.35	470,248.47	22.0%
OASDI/Medicare/Alternative		3301-3302	160,033.87	156,255.38	-2.4%
Health and Welfare Benefits		3401-3402	1,006,823.74	1,070,827.74	6.4%
Unemployment Insurance		3501-3502	3,155.66	1,606.84	-49.1%
Workers' Compensation		3601-3602	54,904.07	48,393.31	-11.9%
OPEB, Allocated		3701-3702	283,365.50	259,506.00	-8.4%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	491.30	382.80	-22.1%
TOTAL, EMPLOYEE BENEFITS			2,394,425.24	2,371,540.63	-1.0%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	4,557.99	0.00	-100.0%
Materials and Supplies		4300	439,336.82	505,447.62	15.0%
Noncapitalized Equipment		4400	31,515.24	0.00	-100.0%
TOTAL, BOOKS AND SUPPLIES			475,410.05	505,447.62	6.3%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	23,020.00	0.00	-100.0%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	247,576.69	127,054.00	-48.7%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	27,500.00	22,000.00	-20.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	759,709.87	193,300.00	-74.6%
Communications		5900	274.69	0.00	-100.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,058,081.25	342,354.00	-67.6%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	39,269.37	0.00	-100.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			39,269.37	0.00	-100.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments					
Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	87,079.44	102,754.00	18.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			87,079.44	102,754.00	18.0%
TOTAL, EXPENDITURES			7,769,921.63	6,621,932.27	-14.8%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	107,137.79	0.00	-100.0%
(a) TOTAL, INTERFUND TRANSFERS IN			107,137.79	0.00	-100.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			107,137.79	0.00	-100.0%

Description	Function Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	1,414,904.08	1,533,477.23	8.4%
3) Other State Revenue		8300-8599	2,386,205.34	2,138,928.28	-10.4%
4) Other Local Revenue		8600-8799	3,342,561.91	3,014,201.09	-9.8%
5) TOTAL, REVENUES			7,143,671.33	6,686,606.60	-6.4%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		4,159,252.93	2,914,181.05	-29.9%
2) Instruction - Related Services	2000-2999		2,129,470.72	2,299,725.50	8.0%
3) Pupil Services	3000-3999		606,566.60	651,080.94	7.3%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		87,079.44	102,754.00	18.0%
8) Plant Services	8000-8999		787,551.94	654,190.78	-16.9%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			7,769,921.63	6,621,932.27	-14.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(626,250.30)	64,674.33	-110.3%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	107,137.79	0.00	-100.0%
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			107,137.79	0.00	-100.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(519,112.51)	64,674.33	-112.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,061,007.75	541,895.24	-48.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,061,007.75	541,895.24	-48.9%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,061,007.75	541,895.24	-48.9%
2) Ending Balance, June 30 (E + F1e)			541,895.24	606,569.57	11.9%
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 Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	541,895.24	606,569.57	11.9%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	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%

Resource	Description	2023-24	
		Estimated Actuals	2024-25 Budget
5810	Other Restricted Federal	159,454.10	224,128.43
6371	CalWORKs for ROCP or Adult Education	54,384.00	54,384.00
7810	Other Restricted State	563.70	563.70
9010	Other Restricted Local	327,493.44	327,493.44
Total, Restricted Balance		541,895.24	606,569.57

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	8,136,693.85	8,505,656.00	4.5%
3) Other State Revenue		8300-8599	11,401,313.58	10,135,190.97	-11.1%
4) Other Local Revenue		8600-8799	1,420,647.48	298,901.34	-79.0%
5) TOTAL, REVENUES			20,958,654.91	18,939,748.31	-9.6%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	5,077,994.98	5,332,806.28	5.0%
2) Classified Salaries		2000-2999	3,115,781.31	3,364,444.50	8.0%
3) Employee Benefits		3000-3999	6,120,186.62	6,411,388.48	4.8%
4) Books and Supplies		4000-4999	4,799,056.98	2,780,928.48	-42.1%
5) Services and Other Operating Expenditures		5000-5999	1,320,835.63	380,582.57	-71.2%
6) Capital Outlay		6000-6999	24,650.87	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	620,817.96	669,598.00	7.9%
9) TOTAL, EXPENDITURES			21,079,324.35	18,939,748.31	-10.2%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(120,669.44)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(120,669.44)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,239,858.64	1,119,189.20	-9.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,239,858.64	1,119,189.20	-9.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,239,858.64	1,119,189.20	-9.7%
2) Ending Balance, June 30 (E + F1e)			1,119,189.20	1,119,189.20	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	886,675.99	886,675.99	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	232,513.21	232,513.21	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%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	(1,428,686.53)		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	231,298.27		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	(1,015,492.92)		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			(2,212,881.18)		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	174,469.70		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	(1,918,942.52)		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			(1,744,472.82)		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
(G10 + H2) - (I6 + J2)			(468,408.36)		
FEDERAL REVENUE					
Child Nutrition Programs		8220	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	8,136,693.85	8,505,656.00	4.5%
TOTAL, FEDERAL REVENUE			8,136,693.85	8,505,656.00	4.5%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	0.00	0.00	0.0%
Child Development Apportionments		8530	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
State Preschool	6105	8590	9,210,776.58	7,525,217.00	-18.3%
All Other State Revenue	All Other	8590	2,190,537.00	2,609,973.97	19.1%
TOTAL, OTHER STATE REVENUE			11,401,313.58	10,135,190.97	-11.1%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Child Development Parent Fees		8673	365,028.30	214,901.34	-41.1%
Interagency Services		8677	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	1,055,619.18	84,000.00	-92.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,420,647.48	298,901.34	-79.0%
TOTAL, REVENUES			20,958,654.91	18,939,748.31	-9.6%
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	4,097,613.86	4,235,052.05	3.4%
Certificated Pupil Support Salaries		1200	393,182.44	427,937.89	8.8%
Certificated Supervisors' and Administrators' Salaries		1300	580,092.90	663,586.34	14.4%
Other Certificated Salaries		1900	7,105.78	6,230.00	-12.3%
TOTAL, CERTIFICATED SALARIES			5,077,994.98	5,332,806.28	5.0%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	1,128,246.67	1,478,181.06	31.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Classified Support Salaries		2200	1,019,553.51	1,064,033.49	4.4%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	722,039.36	633,138.00	-12.3%
Other Classified Salaries		2900	245,941.77	189,091.95	-23.1%
TOTAL, CLASSIFIED SALARIES			3,115,781.31	3,364,444.50	8.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	1,038,618.42	1,092,381.18	5.2%
PERS		3201-3202	1,048,632.42	1,092,188.60	4.2%
OASDI/Medicare/Alternative		3301-3302	393,136.98	418,746.38	6.5%
Health and Welfare Benefits		3401-3402	2,792,058.95	2,997,841.86	7.4%
Unemployment Insurance		3501-3502	4,178.28	4,343.34	4.0%
Workers' Compensation		3601-3602	125,652.56	130,451.92	3.8%
OPEB, Allocated		3701-3702	717,080.66	674,454.00	-5.9%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	828.35	981.20	18.5%
TOTAL, EMPLOYEE BENEFITS			6,120,186.62	6,411,388.48	4.8%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	4,364,370.13	2,744,965.48	-37.1%
Noncapitalized Equipment		4400	434,686.85	35,963.00	-91.7%
Food		4700	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			4,799,056.98	2,780,928.48	-42.1%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	57,473.70	73,043.43	27.1%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	79,036.37	35,000.00	-55.7%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	31,220.44	12,520.00	-59.9%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	36,603.01	46,075.00	25.9%
Professional/Consulting Services and Operating Expenditures		5800	1,109,725.77	212,944.14	-80.8%
Communications		5900	6,776.34	1,000.00	-85.2%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,320,835.63	380,582.57	-71.2%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	24,650.87	0.00	-100.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			24,650.87	0.00	-100.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	620,817.96	669,598.00	7.9%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			620,817.96	669,598.00	7.9%
TOTAL, EXPENDITURES			21,079,324.35	18,939,748.31	-10.2%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund		8911	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	8,136,693.85	8,505,656.00	4.5%
3) Other State Revenue		8300-8599	11,401,313.58	10,135,190.97	-11.1%
4) Other Local Revenue		8600-8799	1,420,647.48	298,901.34	-79.0%
5) TOTAL, REVENUES			20,958,654.91	18,939,748.31	-9.6%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		13,255,691.20	11,789,662.79	-11.1%
2) Instruction - Related Services	2000-2999		5,783,716.99	5,309,560.26	-8.2%
3) Pupil Services	3000-3999		792,150.84	747,176.69	-5.7%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		620,817.96	669,598.00	7.9%
8) Plant Services	8000-8999		626,947.36	423,750.57	-32.4%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			21,079,324.35	18,939,748.31	-10.2%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(120,669.44)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(120,669.44)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,239,858.64	1,119,189.20	-9.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,239,858.64	1,119,189.20	-9.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,239,858.64	1,119,189.20	-9.7%
2) Ending Balance, June 30 (E + F1e)			1,119,189.20	1,119,189.20	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	886,675.99	886,675.99	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	232,513.21	232,513.21	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%

Resource	Description	2023-24 Estimated Actuals	2024-25 Budget
5058	Child Development: Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act - One-time Stipend	16,926.00	16,926.00
5059	Child Development: ARP California State Preschool Program One-time Stipend	50,302.00	50,302.00
5066	Child Development: ARP California State Preschool Program - Rate Supplements	40,816.00	40,816.00
6130	Child Development: Center-Based Reserve Account	116,165.59	116,165.59
9010	Other Restricted Local	662,466.40	662,466.40
Total, Restricted Balance		886,675.99	886,675.99

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFE Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	31,048,506.39	38,392,286.72	23.7%
3) Other State Revenue		8300-8599	4,187,182.73	0.00	-100.0%
4) Other Local Revenue		8600-8799	638,600.00	0.00	-100.0%
5) TOTAL, REVENUES			35,874,289.12	38,392,286.72	7.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	11,801,119.67	12,078,717.91	2.4%
3) Employee Benefits		3000-3999	7,984,927.02	9,365,297.28	17.3%
4) Books and Supplies		4000-4999	16,277,645.44	15,072,851.53	-7.4%
5) Services and Other Operating Expenditures		5000-5999	832,644.34	976,920.00	17.3%
6) Capital Outlay		6000-6999	816,436.86	220,000.00	-73.1%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	668,652.05	677,000.00	1.2%
9) TOTAL, EXPENDITURES			38,381,425.38	38,390,786.72	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(2,507,136.26)	1,500.00	-100.1%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(2,507,136.26)	1,500.00	-100.1%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	18,388,342.30	15,881,206.04	-13.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			18,388,342.30	15,881,206.04	-13.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			18,388,342.30	15,881,206.04	-13.6%
2) Ending Balance, June 30 (E + F1e)			15,881,206.04	15,882,706.04	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	2,000.00	0.00	-100.0%
Stores		9712	2,384,649.24	0.00	-100.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	13,268,107.03	15,656,256.27	18.0%
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	226,449.77	226,449.77	0.0%
Cafeteria Special Revenue	0000	9780	226,449.77		
Cafeteria Special Revenue	0000	9780		226,449.77	
e) Unassigned/Unappropriated Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	1,051,853.93		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	642,105.85		
c) in Revolving Cash Account		9130	2,000.00		
d) with Fiscal Agent/Trustee		9135	0.00		

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
e) Collections Awaiting Deposit		9140	14,649.97		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	22,151.33		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	(7,741.05)		
6) Stores		9320	2,384,649.24		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			4,109,669.27		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	126,895.64		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	5,814.00		
6) TOTAL, LIABILITIES			132,709.64		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
(G10 + H2) - (I6 + J2)			3,976,959.63		
FEDERAL REVENUE					
Child Nutrition Programs		8220	30,962,123.49	38,392,286.72	24.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
All Other Federal Revenue		8290	86,382.90	0.00	-100.0%
TOTAL, FEDERAL REVENUE			31,048,506.39	38,392,286.72	23.7%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	4,049,024.17	0.00	-100.0%
All Other State Revenue		8590	138,158.56	0.00	-100.0%
TOTAL, OTHER STATE REVENUE			4,187,182.73	0.00	-100.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	150,000.00	0.00	-100.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	30,000.00	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	458,600.00	0.00	-100.0%
TOTAL, OTHER LOCAL REVENUE			638,600.00	0.00	-100.0%
TOTAL, REVENUES			35,874,289.12	38,392,286.72	7.0%
CERTIFICATED SALARIES					
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	10,374,093.04	10,372,767.20	0.0%
Classified Supervisors' and Administrators' Salaries		2300	822,225.68	904,406.96	10.0%
Clerical, Technical and Office Salaries		2400	604,651.94	801,543.75	32.6%
Other Classified Salaries		2900	149.01	0.00	-100.0%
TOTAL, CLASSIFIED SALARIES			11,801,119.67	12,078,717.91	2.4%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
PERS		3201-3202	2,406,093.88	2,723,391.41	13.2%
OASDI/Medicare/Alternative		3301-3302	880,003.55	898,440.26	2.1%
Health and Welfare Benefits		3401-3402	3,684,472.33	4,537,320.25	23.1%
Unemployment Insurance		3501-3502	5,080.29	6,029.98	18.7%
Workers' Compensation		3601-3602	178,138.29	181,180.72	1.7%
OPEB, Allocated		3701-3702	829,694.08	1,017,742.85	22.7%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	1,444.60	1,191.81	-17.5%
TOTAL, EMPLOYEE BENEFITS			7,984,927.02	9,365,297.28	17.3%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	1,651,872.05	1,527,187.31	-7.5%
Noncapitalized Equipment		4400	185,314.65	270,000.00	45.7%
Food		4700	14,440,458.74	13,275,664.22	-8.1%
TOTAL, BOOKS AND SUPPLIES			16,277,645.44	15,072,851.53	-7.4%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	21,140.00	4,500.00	-78.7%
Travel and Conferences		5200	15,202.86	29,000.00	90.8%
Dues and Memberships		5300	100.00	0.00	-100.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	27,689.89	20,000.00	-27.8%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	204,126.30	205,000.00	0.4%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(28,114.71)	23,420.00	-183.3%
Professional/Consulting Services and Operating Expenditures		5800	588,200.00	690,000.00	17.3%
Communications		5900	4,300.00	5,000.00	16.3%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			832,644.34	976,920.00	17.3%
CAPITAL OUTLAY					
Buildings and Improvements of Buildings		6200	5,000.00	20,000.00	300.0%
Equipment		6400	758,078.23	200,000.00	-73.6%
Equipment Replacement		6500	43,358.63	0.00	-100.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	10,000.00	0.00	-100.0%
TOTAL, CAPITAL OUTLAY			816,436.86	220,000.00	-73.1%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	668,652.05	677,000.00	1.2%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			668,652.05	677,000.00	1.2%
TOTAL, EXPENDITURES			38,381,425.38	38,390,786.72	0.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund		8916	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	31,048,506.39	38,392,286.72	23.7%
3) Other State Revenue		8300-8599	4,187,182.73	0.00	-100.0%
4) Other Local Revenue		8600-8799	638,600.00	0.00	-100.0%
5) TOTAL, REVENUES			35,874,289.12	38,392,286.72	7.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		37,599,686.38	37,516,136.45	-0.2%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		668,652.05	677,000.00	1.2%
8) Plant Services	8000-8999		113,086.95	197,650.27	74.8%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			38,381,425.38	38,390,786.72	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(2,507,136.26)	1,500.00	-100.1%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(2,507,136.26)	1,500.00	-100.1%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	18,388,342.30	15,881,206.04	-13.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			18,388,342.30	15,881,206.04	-13.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			18,388,342.30	15,881,206.04	-13.6%
2) Ending Balance, June 30 (E + F1e)			15,881,206.04	15,882,706.04	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	2,000.00	0.00	-100.0%
Stores		9712	2,384,649.24	0.00	-100.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	13,268,107.03	15,656,256.27	18.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	226,449.77	226,449.77	0.0%
Cafeteria Special Revenue	0000	9780	226,449.77		
Cafeteria Special Revenue	0000	9780		226,449.77	
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2023-24 Estimated Actuals	2024-25 Budget
5310	Child Nutrition: School Programs (e.g., School Lunch, School Breakfast, Milk, Pregnant & Lactating Students)	844,204.70	3,232,353.94
5320	Child Nutrition: Child Care Food Program (CCFP) Claims-Centers and Family Day Care Homes (Meal Reimbursements)	1,891,689.84	1,891,689.84
5330	Child Nutrition: Summer Food Service Program Operations	8,975,719.88	8,975,719.88
5460	Child Nutrition: CACFP COVID-19 Emergency Operational Costs Reimbursement (ECR)	2,164.44	2,164.44
5465	Child Nutrition: SNP COVID-19 Emergency Operational Costs Reimbursement (ECR)	15,003.41	15,003.41
5466	Child Nutrition: Supply Chain Assistance (SCA) Funds	1,530,480.91	1,530,480.91
7810	Other Restricted State	8,442.93	8,442.93
9010	Other Restricted Local	400.92	400.92
Total, Restricted Balance		13,268,107.03	15,656,256.27

CAPITAL PROJECTS FUNDS

Capital Projects Funds Definition

The Capital Projects Funds are used to account for resources used for the acquisition or construction of capital facilities by the District. This classification includes the Building Fund, Capital Facilities Funds., County School Fund, and Capital Project Fund for Blended Components Units.

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFE 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	4,711,219.00	0.00	-100.0%
5) TOTAL, REVENUES			4,711,219.00	0.00	-100.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	888,245.56	1,026,999.92	15.6%
3) Employee Benefits		3000-3999	521,794.20	635,245.94	21.7%
4) Books and Supplies		4000-4999	6,356,285.10	0.00	-100.0%
5) Services and Other Operating Expenditures		5000-5999	3,312,415.00	1,650,000.00	-50.2%
6) Capital Outlay		6000-6999	212,208,331.06	89,245,704.59	-57.9%
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			223,287,070.92	92,557,950.45	-58.5%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(218,575,851.92)	(92,557,950.45)	-57.7%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	2,043,465.00	0.00	-100.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	32,000,000.00	0.00	-100.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			34,043,465.00	0.00	-100.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(184,532,386.92)	(92,557,950.45)	-49.8%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	277,090,337.37	92,557,950.45	-66.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			277,090,337.37	92,557,950.45	-66.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			277,090,337.37	92,557,950.45	-66.6%
2) Ending Balance, June 30 (E + F1e)			92,557,950.45	0.00	-100.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	92,557,950.45	0.00	-100.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	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%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	86,809,223.77		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	354,488.83		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	127,801,566.77		
e) Collections Awaiting Deposit		9140	0.00		

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	(399.25)		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			214,964,880.12		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	22,684.71		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	(399.25)		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			22,285.46		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G10 + H2) - (I6 + J2)			214,942,594.86		
FEDERAL REVENUE					
FEMA		8281	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Tax Relief Subventions					
Restricted Levies - Other					
Homeowners' Exemptions		8575	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
County and District Taxes					
Other Restricted Levies					
Secured Roll		8615	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.0%
Non-Ad Valorem Taxes					
Parcel Taxes		8621	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	4,460,482.00	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	250,737.00	0.00	-100.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			4,711,219.00	0.00	-100.0%
TOTAL, REVENUES			4,711,219.00	0.00	-100.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	41,868.00	New

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Classified Supervisors' and Administrators' Salaries		2300	477,276.78	471,299.20	-1.3%
Clerical, Technical and Office Salaries		2400	410,610.61	513,832.72	25.1%
Other Classified Salaries		2900	358.17	0.00	-100.0%
TOTAL, CLASSIFIED SALARIES			888,245.56	1,026,999.92	15.6%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	218,787.89	277,016.96	26.6%
OASDI/Medicare/Alternative		3301-3302	67,800.87	76,349.13	12.6%
Health and Welfare Benefits		3401-3402	177,505.40	214,093.35	20.6%
Unemployment Insurance		3501-3502	442.72	511.58	15.6%
Workers' Compensation		3601-3602	13,323.97	15,405.15	15.6%
OPEB, Allocated		3701-3702	43,377.22	51,408.00	18.5%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	556.13	461.77	-17.0%
TOTAL, EMPLOYEE BENEFITS			521,794.20	635,245.94	21.7%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	2,841,082.62	0.00	-100.0%
Noncapitalized Equipment		4400	3,515,202.48	0.00	-100.0%
TOTAL, BOOKS AND SUPPLIES			6,356,285.10	0.00	-100.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	16,988.06	0.00	-100.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	11,506.11	0.00	-100.0%
Professional/Consulting Services and Operating Expenditures		5800	3,283,920.83	1,650,000.00	-49.8%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			3,312,415.00	1,650,000.00	-50.2%
CAPITAL OUTLAY					
Land		6100	42,370.00	0.00	-100.0%
Land Improvements		6170	40,260,270.40	0.00	-100.0%
Buildings and Improvements of Buildings		6200	171,393,470.52	89,245,704.59	-47.9%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	512,220.14	0.00	-100.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			212,208,331.06	89,245,704.59	-57.9%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			223,287,070.92	92,557,950.45	-58.5%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	2,043,465.00	0.00	-100.0%
(a) TOTAL, INTERFUND TRANSFERS IN			2,043,465.00	0.00	-100.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Proceeds					
Proceeds from Sale of Bonds		8951	32,000,000.00	0.00	-100.0%
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
County School Bldg Aid		8961	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			32,000,000.00	0.00	-100.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			34,043,465.00	0.00	-100.0%

Description	Function Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
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	4,711,219.00	0.00	-100.0%
5) TOTAL, REVENUES			4,711,219.00	0.00	-100.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		223,287,070.92	92,557,950.45	-58.5%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			223,287,070.92	92,557,950.45	-58.5%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 -B10)			(218,575,851.92)	(92,557,950.45)	-57.7%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	2,043,465.00	0.00	-100.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	32,000,000.00	0.00	-100.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			34,043,465.00	0.00	-100.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(184,532,386.92)	(92,557,950.45)	-49.8%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	277,090,337.37	92,557,950.45	-66.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			277,090,337.37	92,557,950.45	-66.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			277,090,337.37	92,557,950.45	-66.6%
2) Ending Balance, June 30 (E + F1e)			92,557,950.45	0.00	-100.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	92,557,950.45	0.00	-100.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	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%

Resource	Description	2023-24 Estimated Actuals	2024-25 Budget
9010	Other Restricted Local	92,557,950.45	0.00
Total, Restricted Balance		92,557,950.45	0.00

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFE Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	3,880,000.00	3,880,000.00	0.0%
5) TOTAL, REVENUES			3,880,000.00	3,880,000.00	0.0%
B. EXPENDITURES					
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	45,000.00	40,000.00	-11.1%
6) Capital Outlay		6000-6999	42,959.64	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	4,246,294.00	0.00	-100.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			4,334,253.64	40,000.00	-99.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(454,253.64)	3,840,000.00	-945.3%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(454,253.64)	3,840,000.00	-945.3%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	26,933,107.67	26,478,854.03	-1.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			26,933,107.67	26,478,854.03	-1.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			26,933,107.67	26,478,854.03	-1.7%
2) Ending Balance, June 30 (E + F1e)			26,478,854.03	30,318,854.03	14.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	26,478,854.03	30,318,854.03	14.5%
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	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%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	26,944,020.97		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	529,416.18		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
2) Investments		9150	0.00		
3) Accounts Receivable		9200	(550,927.00)		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			26,922,510.15		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	(4,331.25)		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			(4,331.25)		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G10 + H2) - (I6 + J2)			26,926,841.40		
OTHER STATE REVENUE					
Tax Relief Subventions					
Restricted Levies - Other					
Homeowners' Exemptions			8575	0.00	0.00
Other Subventions/In-Lieu Taxes			8576	0.00	0.00
All Other State Revenue			8590	0.00	0.00
TOTAL, OTHER STATE REVENUE				0.00	0.00
OTHER LOCAL REVENUE					
Other Local Revenue					
County and District Taxes					
Other Restricted Levies					
Secured Roll			8615	0.00	0.00
Unsecured Roll			8616	0.00	0.00
Prior Years' Taxes			8617	0.00	0.00
Supplemental Taxes			8618	0.00	0.00
Non-Ad Valorem Taxes					
Parcel Taxes			8621	0.00	0.00
Other			8622	0.00	0.00
Community Redevelopment Funds Not Subject to LCFF Deduction			8625	1,600,000.00	1,600,000.00
Penalties and Interest from Delinquent Non-LCFF Taxes			8629	0.00	0.00
Sales					
Sale of Equipment/Supplies			8631	0.00	0.00
Interest			8660	30,000.00	30,000.00
Net Increase (Decrease) in the Fair Value of Investments			8662	0.00	0.00
Fees and Contracts					
Mitigation/Developer Fees			8681	2,250,000.00	2,250,000.00
Other Local Revenue					
All Other Local Revenue			8699	0.00	0.00
All Other Transfers In from All Others			8799	0.00	0.00
TOTAL, OTHER LOCAL REVENUE				3,880,000.00	3,880,000.00
TOTAL, REVENUES				3,880,000.00	3,880,000.00
CERTIFICATED SALARIES					
Other Certificated Salaries			1900	0.00	0.00
TOTAL, CERTIFICATED SALARIES				0.00	0.00
CLASSIFIED SALARIES					
Classified Support Salaries			2200	0.00	0.00

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	45,000.00	40,000.00	-11.1%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			45,000.00	40,000.00	-11.1%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	42,959.64	0.00	-100.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			42,959.64	0.00	-100.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	1,131,294.00	0.00	-100.0%
Other Debt Service - Principal		7439	3,115,000.00	0.00	-100.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			4,246,294.00	0.00	-100.0%
TOTAL, EXPENDITURES			4,334,253.64	40,000.00	-99.1%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Proceeds					
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	3,880,000.00	3,880,000.00	0.0%
5) TOTAL, REVENUES			3,880,000.00	3,880,000.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		87,959.64	40,000.00	-54.5%
9) Other Outgo	9000-9999	Except 7600-7699	4,246,294.00	0.00	-100.0%
10) TOTAL, EXPENDITURES			4,334,253.64	40,000.00	-99.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 -B10)			(454,253.64)	3,840,000.00	-945.3%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(454,253.64)	3,840,000.00	-945.3%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	26,933,107.67	26,478,854.03	-1.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			26,933,107.67	26,478,854.03	-1.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			26,933,107.67	26,478,854.03	-1.7%
2) Ending Balance, June 30 (E + F1e)			26,478,854.03	30,318,854.03	14.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	26,478,854.03	30,318,854.03	14.5%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	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%

Resource	Description	2023-24 Estimated Actuals	2024-25 Budget
9010	Other Restricted Local	26,478,854.03	30,318,854.03
Total, Restricted Balance		26,478,854.03	30,318,854.03

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFE 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	2,040,228.00	0.00	-100.0%
4) Other Local Revenue		8600-8799	3,237.00	0.00	-100.0%
5) TOTAL, REVENUES			2,043,465.00	0.00	-100.0%
B. EXPENDITURES					
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%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			2,043,465.00	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	2,043,465.00	0.00	-100.0%
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			(2,043,465.00)	0.00	-100.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	0.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	0.00	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	0.00	0.0%
2) Ending Balance, June 30 (E + F1e)			0.00	0.00	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
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	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%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	3,253.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
2) Investments		9150	0.00		
3) Accounts Receivable		9200	(16.00)		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			3,237.00		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G10 + H2) - (I6 + J2)			3,237.00		
FEDERAL REVENUE					
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
School Facilities Apportionments		8545	2,040,228.00	0.00	-100.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			2,040,228.00	0.00	-100.0%
OTHER LOCAL REVENUE					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	3,237.00	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			3,237.00	0.00	-100.0%
TOTAL, REVENUES			2,043,465.00	0.00	-100.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	0.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
Transfers of Pass-Through Revenues					
To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	0.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
To: State School Building Fund/County School Facilities Fund From: All Other Funds		8913	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	2,043,465.00	0.00	-100.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			2,043,465.00	0.00	-100.0%
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.0%
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			(2,043,465.00)	0.00	-100.0%

Description	Function Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
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	2,040,228.00	0.00	-100.0%
4) Other Local Revenue		8600-8799	3,237.00	0.00	-100.0%
5) TOTAL, REVENUES			2,043,465.00	0.00	-100.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 -B10)			2,043,465.00	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	2,043,465.00	0.00	-100.0%
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			(2,043,465.00)	0.00	-100.0%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	0.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	0.00	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	0.00	0.0%
2) Ending Balance, June 30 (E + F1e)			0.00	0.00	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		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%

Resource	Description	2023-24 Estimated Actuals	2024-25 Budget
Total, Restricted Balance		0.00	0.00

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFE 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	2,011,739.00	2,197,364.00	9.2%
5) TOTAL, REVENUES			2,011,739.00	2,197,364.00	9.2%
B. EXPENDITURES					
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	1,220,000.00	2,197,364.00	80.1%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			1,220,000.00	2,197,364.00	80.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			791,739.00	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			791,739.00	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,794,788.37	2,586,527.37	44.1%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,794,788.37	2,586,527.37	44.1%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,794,788.37	2,586,527.37	44.1%
2) Ending Balance, June 30 (E + F1e)			2,586,527.37	2,586,527.37	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	2,586,527.37	2,586,527.37	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	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%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	1,749,711.87		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
2) Investments		9150	0.00		
3) Accounts Receivable		9200	(22,957.00)		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			1,726,754.87		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G10 + H2) - (I6 + J2)			1,726,754.87		
FEDERAL REVENUE					
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Tax Relief Subventions					
Restricted Levies - Other					
Homeowners' Exemptions		8575	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
County and District Taxes					
Other Restricted Levies					
Secured Roll		8615	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.0%
Non-Ad Valorem Taxes					
Parcel Taxes		8621	2,011,739.00	2,197,364.00	9.2%
Other		8622	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			2,011,739.00	2,197,364.00	9.2%
TOTAL, REVENUES			2,011,739.00	2,197,364.00	9.2%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	0.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.0%
Subscription Assets		6700	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
Transfers of Pass-Through Revenues					
		7211	0.00	0.00	0.0%
		7212	0.00	0.00	0.0%
		7213	0.00	0.00	0.0%
		7299	0.00	0.00	0.0%
Debt Service					
		7435	0.00	0.00	0.0%
		7438	1,220,000.00	2,197,364.00	80.1%
		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			1,220,000.00	2,197,364.00	80.1%
TOTAL, EXPENDITURES			1,220,000.00	2,197,364.00	80.1%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
		7613	0.00	0.00	0.0%
		7619	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Sale of Bonds		8951	0.00	0.00	0.0%
Other Sources					
County School Bldg Aid		8961	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
Proceeds from SBITAs		8974	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
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	2,011,739.00	2,197,364.00	9.2%
5) TOTAL, REVENUES			2,011,739.00	2,197,364.00	9.2%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	1,220,000.00	2,197,364.00	80.1%
10) TOTAL, EXPENDITURES			1,220,000.00	2,197,364.00	80.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 -B10)			791,739.00	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			791,739.00	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,794,788.37	2,586,527.37	44.1%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,794,788.37	2,586,527.37	44.1%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,794,788.37	2,586,527.37	44.1%
2) Ending Balance, June 30 (E + F1e)			2,586,527.37	2,586,527.37	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	2,586,527.37	2,586,527.37	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	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%

	Resource	Description	2023-24 Estimated Actuals	2024-25 Budget
	9010	Other Restricted Local	2,586,527.37	2,586,527.37
Total, Restricted Balance			2,586,527.37	2,586,527.37

DEBT SERVICE FUNDS

Debt Service Funds Definition

The Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs. This classification includes the Bond Interest and Redemption Fund.

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFE 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	331,000.00	331,000.00	0.0%
4) Other Local Revenue		8600-8799	38,430,000.00	38,430,000.00	0.0%
5) TOTAL, REVENUES			38,761,000.00	38,761,000.00	0.0%
B. EXPENDITURES					
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	38,111,177.50	38,111,177.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			38,111,177.50	38,111,177.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			649,822.50	649,823.00	0.0%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			649,822.50	649,823.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	41,979,246.85	42,629,069.35	1.5%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			41,979,246.85	42,629,069.35	1.5%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			41,979,246.85	42,629,069.35	1.5%
2) Ending Balance, June 30 (E + F1e)			42,629,069.35	43,278,892.35	1.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
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	42,629,069.35	43,278,892.35	1.5%
Bond Interest and Redemption Fund	0000	9780	42,629,069.35		
Bond Interest and Redemption Fund	0000	9780		43,278,892.35	
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	64,975,700.49		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Cash Account		9130	0.00		

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	8,007,526.02		
3) Accounts Receivable		9200	996,958.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) TOTAL, ASSETS			73,980,184.51		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	23,668,281.28		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	8,332,656.38		
6) TOTAL, LIABILITIES			32,000,937.66		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (G10 + H2) - (I6 + J2)			41,979,246.85		
FEDERAL REVENUE					
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Tax Relief Subventions					
Voted Indebtedness Levies					
Homeowners' Exemptions		8571	330,000.00	330,000.00	0.0%
Other Subventions/In-Lieu Taxes		8572	1,000.00	1,000.00	0.0%
TOTAL, OTHER STATE REVENUE			331,000.00	331,000.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
County and District Taxes					
Voted Indebtedness Levies					
Secured Roll		8611	29,050,000.00	29,050,000.00	0.0%
Unsecured Roll		8612	1,440,000.00	1,440,000.00	0.0%
Prior Years' Taxes		8613	2,500,000.00	2,500,000.00	0.0%
Supplemental Taxes		8614	1,280,000.00	1,280,000.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	10,000.00	10,000.00	0.0%
Interest		8660	1,250,000.00	1,250,000.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	2,900,000.00	2,900,000.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			38,430,000.00	38,430,000.00	0.0%
TOTAL, REVENUES			38,761,000.00	38,761,000.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Bond Redemptions		7433	0.00	0.00	0.0%
Bond Interest and Other Service Charges		7434	0.00	0.00	0.0%
Debt Service - Interest		7438	18,861,177.50	18,861,177.00	0.0%
Other Debt Service - Principal		7439	19,250,000.00	19,250,000.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			38,111,177.50	38,111,177.00	0.0%
TOTAL, EXPENDITURES			38,111,177.50	38,111,177.00	0.0%
INTERFUND TRANSFERS					

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: General Fund		7614	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
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	331,000.00	331,000.00	0.0%
4) Other Local Revenue		8600-8799	38,430,000.00	38,430,000.00	0.0%
5) TOTAL, REVENUES			38,761,000.00	38,761,000.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	38,111,177.50	38,111,177.00	0.0%
10) TOTAL, EXPENDITURES			38,111,177.50	38,111,177.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 -B10)			649,822.50	649,823.00	0.0%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			649,822.50	649,823.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	41,979,246.85	42,629,069.35	1.5%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			41,979,246.85	42,629,069.35	1.5%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			41,979,246.85	42,629,069.35	1.5%
2) Ending Balance, June 30 (E + F1e)			42,629,069.35	43,278,892.35	1.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	42,629,069.35	43,278,892.35	1.5%
Bond Interest and Redemption Fund	0000	9780	42,629,069.35		
Bond Interest and Redemption Fund	0000	9780		43,278,892.35	
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2023-24 Estimated Actuals	2024-25 Budget
Total, Restricted Balance		0.00	0.00

ENTERPRISE FUNDS

Enterprise Funds Definition

Enterprise Funds, as outlined in the California Department of Education's Standardized Account Code Structure (SACS), may be used to account for activities for which fees are charged to external users for goods or services.

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFE Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.0%
B. EXPENSES					
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	26,350.00	0.00	-100.0%
5) Services and Other Operating Expenses		5000-5999	(26,350.00)	0.00	-100.0%
6) Depreciation and Amortization		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, EXPENSES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			0.00	0.00	0.0%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	25,046.99	25,046.99	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			25,046.99	25,046.99	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			25,046.99	25,046.99	0.0%
2) Ending Net Position, June 30 (E + F1e)			25,046.99	25,046.99	0.0%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	25,049.99	25,049.99	0.0%
c) Unrestricted Net Position		9790	(3.00)	(3.00)	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	36,522.78		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	(644.26)		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	0.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) Fixed Assets					
a) Land		9410	0.00		
b) Land Improvements		9420	0.00		

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
c) Accumulated Depreciation - Land Improvements		9425	0.00		
d) Buildings		9430	0.00		
e) Accumulated Depreciation - Buildings		9435	0.00		
f) Equipment		9440	0.00		
g) Accumulated Depreciation - Equipment		9445	0.00		
h) Work in Progress		9450	0.00		
i) Lease Assets		9460	0.00		
j) Accumulated Amortization-Lease Assets		9465	0.00		
k) Subscription Assets		9470	0.00		
l) Accumulated Amortization-Subscription Assets		9475	0.00		
11) TOTAL, ASSETS			35,878.52		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	(7,741.05)		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) Long-Term Liabilities					
a) Subscription Liability		9660	0.00		
b) Net Pension Liability		9663	0.00		
c) Total/Net OPEB Liability		9664	0.00		
d) Compensated Absences		9665	0.00		
e) COPs Payable		9666	0.00		
f) Leases Payable		9667	0.00		
g) Lease Revenue Bonds Payable		9668	0.00		
h) Other General Long-Term Liabilities		9669	0.00		
7) TOTAL, LIABILITIES			(7,741.05)		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. NET POSITION					
Net Position, June 30 (G11 + H2) - (I7 + J2)			43,619.57		
FEDERAL REVENUE					
Child Nutrition Programs		8220	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			0.00	0.00	0.0%
TOTAL, REVENUES			0.00	0.00	0.0%
CERTIFICATED SALARIES					
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	1,490.00	0.00	-100.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
Food		4700	24,860.00	0.00	-100.0%
TOTAL, BOOKS AND SUPPLIES			26,350.00	0.00	-100.0%
SERVICES AND OTHER OPERATING EXPENSES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(36,550.00)	0.00	-100.0%
Professional/Consulting Services and					
Operating Expenditures		5800	10,200.00	0.00	-100.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			(26,350.00)	0.00	-100.0%
DEPRECIATION AND AMORTIZATION					
Depreciation Expense		6900	0.00	0.00	0.0%
Amortization Expense-Lease Assets		6910	0.00	0.00	0.0%
Amortization Expense-Subscription Assets		6920	0.00	0.00	0.0%
TOTAL, DEPRECIATION AND AMORTIZATION			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENSES					
			0.00	0.00	0.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund		8916	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES					
(a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.0%
B. EXPENSES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENSES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			0.00	0.00	0.0%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	25,046.99	25,046.99	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			25,046.99	25,046.99	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			25,046.99	25,046.99	0.0%
2) Ending Net Position, June 30 (E + F1e)			25,046.99	25,046.99	0.0%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	25,049.99	25,049.99	0.0%
c) Unrestricted Net Position		9790	(3.00)	(3.00)	0.0%

Resource	Description	2023-24 Estimated Actuals	2024-25 Budget
5310	Child Nutrition: School Programs (e.g., School Lunch, School Breakfast, Milk, Pregnant & Lactating Students)	25,049.99	25,049.99
Total, Restricted Net Position		25,049.99	25,049.99

PROPRIETARY FUNDS

Proprietary Funds Definition

Proprietary Funds are used to account for activities that are more business-like than government-like in nature. Business-type activities include those for which a fee is charged to external users or to other organizational units of the LEA, normally on a full cost-recovery basis. Proprietary funds are generally intended to be self-supporting. This classification includes the Self-Insurance fund, which includes the Dental/Vision fund.

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
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	15,010,795.97	17,804,913.46	18.6%
5) TOTAL, REVENUES			15,010,795.97	17,804,913.46	18.6%
B. EXPENSES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	477,117.28	517,465.79	8.5%
3) Employee Benefits		3000-3999	340,447.60	375,123.67	10.2%
4) Books and Supplies		4000-4999	246,000.00	381,000.00	54.9%
5) Services and Other Operating Expenses		5000-5999	15,277,402.29	16,531,324.00	8.2%
6) Depreciation and Amortization		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, EXPENSES			16,340,967.17	17,804,913.46	9.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(1,330,171.20)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			(1,330,171.20)	0.00	-100.0%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	12,328,877.98	10,998,706.78	-10.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			12,328,877.98	10,998,706.78	-10.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			12,328,877.98	10,998,706.78	-10.8%
2) Ending Net Position, June 30 (E + F1e)			10,998,706.78	10,998,706.78	0.0%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	10,998,706.78	10,998,706.78	0.0%
G. ASSETS					
1) Cash					
a) in County Treasury		9110	9,541,127.02		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	284.88		
c) in Revolving Cash Account		9130	0.00		
d) with Fiscal Agent/Trustee		9135	250,000.00		
e) Collections Awaiting Deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	6,937.76		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) Lease Receivable		9380	0.00		
10) Fixed Assets					
a) Land		9410	0.00		
b) Land Improvements		9420	0.00		

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
c) Accumulated Depreciation - Land Improvements		9425	0.00		
d) Buildings		9430	0.00		
e) Accumulated Depreciation - Buildings		9435	0.00		
f) Equipment		9440	0.00		
g) Accumulated Depreciation - Equipment		9445	0.00		
h) Work in Progress		9450	0.00		
i) Lease Assets		9460	0.00		
j) Accumulated Amortization-Lease Assets		9465	0.00		
k) Subscription Assets		9470	0.00		
l) Accumulated Amortization-Subscription Assets		9475	0.00		
11) TOTAL, ASSETS			9,798,349.66		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	315,059.75		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) Long-Term Liabilities					
a) Subscription Liability		9660	0.00		
b) Net Pension Liability		9663	0.00		
c) Total/Net OPEB Liability		9664	0.00		
d) Compensated Absences		9665	0.00		
e) COPs Payable		9666	0.00		
f) Leases Payable		9667	0.00		
g) Lease Revenue Bonds Payable		9668	0.00		
h) Other General Long-Term Liabilities		9669	0.00		
7) TOTAL, LIABILITIES			315,059.75		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. NET POSITION					
Net Position, June 30 (G11 + H2) - (I7 + J2)			9,483,289.91		
OTHER STATE REVENUE					
STRS On-Behalf Pension Contributions	7690	8590	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	20,000.00	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
In-District Premiums/ Contributions		8674	14,990,795.97	17,804,913.46	18.8%
All Other Fees and Contracts		8689	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			15,010,795.97	17,804,913.46	18.6%
TOTAL, REVENUES			15,010,795.97	17,804,913.46	18.6%
CERTIFICATED SALARIES					
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
Classified Supervisors' and Administrators' Salaries		2300	254,697.80	268,054.07	5.2%
Clerical, Technical and Office Salaries		2400	222,419.48	249,411.72	12.1%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			477,117.28	517,465.79	8.5%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	126,044.56	139,974.49	11.1%
OASDI/Medicare/Alternative		3301-3302	33,994.63	38,882.28	14.4%
Health and Welfare Benefits		3401-3402	145,199.06	159,341.76	9.7%
Unemployment Insurance		3501-3502	216.89	256.96	18.5%
Workers' Compensation		3601-3602	6,485.26	7,761.98	19.7%
OPEB, Allocated		3701-3702	28,329.00	28,728.00	1.4%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	178.20	178.20	0.0%
TOTAL, EMPLOYEE BENEFITS			340,447.60	375,123.67	10.2%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	246,000.00	381,000.00	54.9%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			246,000.00	381,000.00	54.9%
SERVICES AND OTHER OPERATING EXPENSES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	35,000.00	30,000.00	-14.3%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	567,892.00	New
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	37,000.00	12,000.00	-67.6%
Professional/Consulting Services and					
Operating Expenditures		5800	15,199,602.29	15,921,432.00	4.7%
Communications		5900	5,800.00	0.00	-100.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENSES			15,277,402.29	16,531,324.00	8.2%
DEPRECIATION AND AMORTIZATION					
Depreciation Expense		6900	0.00	0.00	0.0%
Amortization Expense-Lease Assets		6910	0.00	0.00	0.0%
Amortization Expense-Subscription Assets		6920	0.00	0.00	0.0%
TOTAL, DEPRECIATION AND AMORTIZATION			0.00	0.00	0.0%
TOTAL, EXPENSES			16,340,967.17	17,804,913.46	9.0%
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%
(a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2023-24 Estimated Actuals	2024-25 Budget	Percent Difference
A. REVENUES					
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	15,010,795.97	17,804,913.46	18.6%
5) TOTAL, REVENUES			15,010,795.97	17,804,913.46	18.6%
B. EXPENSES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		16,340,967.17	17,804,913.46	9.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENSES			16,340,967.17	17,804,913.46	9.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(1,330,171.20)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
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%
E. NET INCREASE (DECREASE) IN NET POSITION (C + D4)			(1,330,171.20)	0.00	-100.0%
F. NET POSITION					
1) Beginning Net Position					
a) As of July 1 - Unaudited		9791	12,328,877.98	10,998,706.78	-10.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			12,328,877.98	10,998,706.78	-10.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Net Position (F1c + F1d)			12,328,877.98	10,998,706.78	-10.8%
2) Ending Net Position, June 30 (E + F1e)			10,998,706.78	10,998,706.78	0.0%
Components of Ending Net Position					
a) Net Investment in Capital Assets		9796	0.00	0.00	0.0%
b) Restricted Net Position		9797	0.00	0.00	0.0%
c) Unrestricted Net Position		9790	10,998,706.78	10,998,706.78	0.0%

Resource	Description	2023-24 Estimated Actuals	2024-25 Budget
Total, Restricted Net Position		0.00	0.00

Description	2023-24 Estimated Actuals			2024-25 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
A. DISTRICT						
1. Total District Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	33,821.04	33,821.04	35,908.99	33,414.40	33,414.40	34,305.78
2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
3. Total Basic Aid Open Enrollment Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
4. Total, District Regular ADA (Sum of Lines A1 through A3)	33,821.04	33,821.04	35,908.99	33,414.40	33,414.40	34,305.78
5. District Funded County Program ADA						
a. County Community Schools	107.41	107.41	107.41	107.41	107.41	107.41
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]						
g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)	107.41	107.41	107.41	107.41	107.41	107.41
6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)	33,928.45	33,928.45	36,016.40	33,521.81	33,521.81	34,413.19
7. Adults in Correctional Facilities						
8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	2023-24 Estimated Actuals			2024-25 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
B. COUNTY OFFICE OF EDUCATION						
1. County Program Alternative Education Grant ADA						
a. County Group Home and Institution Pupils						
b. Juvenile Halls, Homes, and Camps						
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]						
d. Total, County Program Alternative Education ADA (Sum of Lines B1a through B1c)	0.00	0.00	0.00	0.00	0.00	0.00
2. District Funded County Program ADA						
a. County Community Schools						
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]						
g. Total, District Funded County Program ADA (Sum of Lines B2a through B2f)	0.00	0.00	0.00	0.00	0.00	0.00
3. TOTAL COUNTY OFFICE ADA (Sum of Lines B1d and B2g)	0.00	0.00	0.00	0.00	0.00	0.00
4. Adults in Correctional Facilities						
5. County Operations Grant ADA						
6. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	2023-24 Estimated Actuals			2024-25 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
C. CHARTER SCHOOL ADA						
Authorizing LEAs reporting charter school SACS financial data in their Fund 01, 09, or 62 use this worksheet to report ADA for those charter schools.						
Charter schools reporting SACS financial data separately from their authorizing LEAs in Fund 01 or Fund 62 use this worksheet to report their ADA.						
FUND 01: Charter School ADA corresponding to SACS financial data reported in Fund 01.						
1. Total Charter School Regular ADA						
2. Charter School County Program Alternative Education ADA						
a. County Group Home and Institution Pupils						
b. Juvenile Halls, Homes, and Camps						
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]						
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C2a through C2c)	0.00	0.00	0.00	0.00	0.00	0.00
3. Charter School Funded County Program ADA						
a. County Community Schools						
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. Total, Charter School Funded County Program ADA (Sum of Lines C3a through C3e)	0.00	0.00	0.00	0.00	0.00	0.00
4. TOTAL CHARTER SCHOOL ADA (Sum of Lines C1, C2d, and C3f)	0.00	0.00	0.00	0.00	0.00	0.00
FUND 09 or 62: Charter School ADA corresponding to SACS financial data reported in Fund 09 or Fund 62.						
5. Total Charter School Regular ADA	1,386.64	1,386.64	1,386.64	1,430.10	1,430.10	1,430.10
6. Charter School County Program Alternative Education ADA						
a. County Group Home and Institution Pupils						
b. Juvenile Halls, Homes, and Camps						
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]						
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C6a through C6c)	0.00	0.00	0.00	0.00	0.00	0.00
7. Charter School Funded County Program ADA						
a. County Community Schools						
b. Special Education-Special Day Class						
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f. Total, Charter School Funded County Program ADA (Sum of Lines C7a through C7e)	0.00	0.00	0.00	0.00	0.00	0.00
8. TOTAL CHARTER SCHOOL ADA (Sum of Lines C5, C6d, and C7f)	1,386.64	1,386.64	1,386.64	1,430.10	1,430.10	1,430.10
9. TOTAL CHARTER SCHOOL ADA Reported in Fund 01, 09, or 62 (Sum of Lines C4 and C8)	1,386.64	1,386.64	1,386.64	1,430.10	1,430.10	1,430.10

Provide methodology and assumptions used to estimate ADA, enrollment, revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments).
Deviations from the standards must be explained and may affect the approval of the budget.

CRITERIA AND STANDARDS

1. CRITERION: Average Daily Attendance

STANDARD: Projected funded average daily attendance (ADA) has not been overestimated in 1) the first prior fiscal year OR in 2) two or more of the previous three fiscal years by more than the following percentage levels:

	Percentage Level	District ADA
	3.0%	0 to 300
	2.0%	301 to 1,000
	1.0%	1,001 and over
District ADA (Form A, Estimated P-2 ADA column, lines A4 and C4):	33,414.40	
District's ADA Standard Percentage Level:	1.0%	

1A. Calculating the District's ADA Variances

DATA ENTRY: For the Third, Second, and First Prior Years, enter Estimated Funded ADA in the Original Budget Funded ADA column; enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the Third, Second, and First Prior Years. All other data are extracted.

Fiscal Year	Original Budget Funded ADA (Form A, Lines A4 and C4)	Estimated/Unaudited Actuals Funded ADA (Form A, Lines A4 and C4)	ADA Variance Level (If Budget is greater than Actuals, else N/A)	Status
Third Prior Year (2021-22)				
District Regular	37,547	38,275		
Charter School				
Total ADA	37,547	38,275	N/A	Met
Second Prior Year (2022-23)				
District Regular	36,317	37,505		
Charter School				
Total ADA	36,317	37,505	N/A	Met
First Prior Year (2023-24)				
District Regular	35,929	35,909		
Charter School		0		
Total ADA	35,929	35,909	0.1%	Met
Budget Year (2024-25)				
District Regular	34,306			
Charter School	0			
Total ADA	34,306			

1B. Comparison of District ADA to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Funded ADA has not been overestimated by more than the standard percentage level for the first prior year.

Explanation:
(required if NOT met)

- 1b. STANDARD MET - Funded ADA has not been overestimated by more than the standard percentage level for two or more of the previous three years.

Explanation:
(required if NOT met)

2. **CRITERION: Enrollment**

STANDARD: Projected enrollment has not been overestimated in 1) the first prior fiscal year OR in 2) two or more of the previous three fiscal years by more than the following percentage levels:

Percentage Level	District ADA
3.0%	0 to 300
2.0%	301 to 1,000
1.0%	1,001 and over

District ADA (Form A, Estimated P-2 ADA column, lines A4 and C4):

District's Enrollment Standard Percentage Level:

2A. Calculating the District's Enrollment Variances

DATA ENTRY: Enter data in the Enrollment, Budget, column for all fiscal years and in the Enrollment, CALPADS Actual column for the First Prior Year; all other data are extracted or calculated. CALPADS Actual enrollment data preloaded in the District Regular lines will include both District Regular and Charter School enrollment. Districts will need to adjust the District Regular enrollment lines and the Charter School enrollment lines accordingly. Enter district regular enrollment and charter school enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	Enrollment		Enrollment Variance Level (If Budget is greater than Actual, else N/A)	Status
	Budget	CALPADS Actual		
Third Prior Year (2021-22)				
District Regular	39,703	43,830		
Charter School				
Total Enrollment	39,703	43,830	N/A	Met
Second Prior Year (2022-23)				
District Regular	36,543	43,066		
Charter School				
Total Enrollment	36,543	43,066	N/A	Met
First Prior Year (2023-24)				
District Regular	36,506	36,741		
Charter School				
Total Enrollment	36,506	36,741	N/A	Met
Budget Year (2024-25)				
District Regular	36,437			
Charter School				
Total Enrollment	36,437			

2B. Comparison of District Enrollment to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Enrollment has not been overestimated by more than the standard percentage level for the first prior year.

Explanation:
(required if NOT met)

1b. STANDARD MET - Enrollment has not been overestimated by more than the standard percentage level for two or more of the previous three years.

Explanation:
(required if NOT met)

3. **CRITERION: ADA to Enrollment**

STANDARD: Projected second period (P-2) average daily attendance (ADA) to enrollment ratio for any of the budget year or two subsequent fiscal years has not increased from the historical average ratio from the three prior fiscal years by more than one half of one percent (0.5%).

3A. Calculating the District's ADA to Enrollment Standard

DATA ENTRY: All data are extracted or calculated. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	P-2 ADA Estimated/Unaudited Actuals (Form A, Lines A4 and C4)	Enrollment CALPADS Actual (Criterion 2, Item 2A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2021-22)			
District Regular	32,673	43,830	
Charter School		0	
Total ADA/Enrollment	32,673	43,830	74.5%
Second Prior Year (2022-23)			
District Regular	33,503	43,066	
Charter School	0		
Total ADA/Enrollment	33,503	43,066	77.8%
First Prior Year (2023-24)			
District Regular	33,821	36,741	
Charter School			
Total ADA/Enrollment	33,821	36,741	92.1%
		Historical Average Ratio:	81.5%
		District's ADA to Enrollment Standard (historical average ratio plus 0.5%):	82.0%

3B. Calculating the District's Projected Ratio of ADA to Enrollment

DATA ENTRY: Enter data in the Estimated P-2 ADA column for the two subsequent years. Enter data in the Enrollment column for the two subsequent years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund only, for all fiscal years. All other data are extracted or calculated.

Fiscal Year	Estimated P-2 ADA Budget (Form A, Lines A4 and C4)	Enrollment Budget/Projected (Criterion 2, Item 2A)	Ratio of ADA to Enrollment	Status
Budget Year (2024-25)				
District Regular	33,414	36,437		
Charter School	0			
Total ADA/Enrollment	33,414	36,437	91.7%	Not Met
1st Subsequent Year (2025-26)				
District Regular	33,244	36,135		
Charter School				
Total ADA/Enrollment	33,244	36,135	92.0%	Not Met
2nd Subsequent Year (2026-27)				
District Regular	33,079	35,954		
Charter School				
Total ADA/Enrollment	33,079	35,954	92.0%	Not Met

3C. Comparison of District ADA to Enrollment Ratio to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Projected P-2 ADA to enrollment ratio is above the standard for one or more of the budget or two subsequent fiscal years. Provide reasons why the projected ratio exceeds the district's historical average ratio by more than 0.5%.

Explanation:
(required if NOT met)

Prior to the COVID-18 pandemic, the district historically experience ADA to enrollment rates of approximately 94.5% on average. Due to the pandemic, the average ratio has declined however as the district continues into the post-pandemic environment it projects an improved ADA to enrollment ratio.

4. **CRITERION: LCFF Revenue**

STANDARD: Projected local control funding formula (LCFF) revenue for any of the budget year or two subsequent fiscal years has not changed from the prior fiscal year by more than the change in population, plus the district's cost-of-living adjustment (COLA), plus or minus one percent.

For basic aid districts, projected LCFF revenue has not changed from the prior fiscal year by more than the percent change in property tax revenues plus or minus one percent.

For districts funded by necessary small school formulas, projected LCFF revenue has not changed from the prior fiscal year amount by more than the district's COLA, plus or minus one percent.

4A. District's LCFF Revenue Standard

Indicate which standard applies:

- LCFF Revenue
- Basic Aid
- Necessary Small School

The District must select which LCFF revenue standard applies.

LCFF Revenue Standard selected: LCFF Revenue

4A1. Calculating the District's LCFF Revenue Standard

DATA ENTRY: Enter data in Step 1a for the two subsequent fiscal years. All other data is extracted or calculated. Enter data for Steps 2a through 2b1. All other data is calculated.

Projected LCFF Revenue

	Prior Year (2023-24)	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
Step 1 - Change in Population				
a. ADA (Funded) (Form A, lines A6 and C4)	36,016.40	34,413.19	33,751.61	33,600.63
b. Prior Year ADA (Funded)		36,016.40	34,413.19	33,751.61
c. Difference (Step 1a minus Step 1b)		(1,603.21)	(661.58)	(150.98)
d. Percent Change Due to Population (Step 1c divided by Step 1b)		(4.45%)	(1.92%)	(.45%)
Step 2 - Change in Funding Level				
a. Prior Year LCFF Funding		500,355,264.00	486,482,344.00	487,662,339.00
b1. COLA percentage		8.22%	.76%	2.73%
b2. COLA amount (proxy for purposes of this criterion)		41,129,202.70	3,697,265.81	13,313,181.85
c. Percent Change Due to Funding Level (Step 2b2 divided by Step 2a)		8.22%	.76%	2.73%
Step 3 - Total Change in Population and Funding Level (Step 1d plus Step 2c)				
		3.77%	(1.16%)	2.28%
LCFF Revenue Standard (Step 3, plus/minus 1%):		2.77% to 4.77%	-2.16% to -0.16%	1.28% to 3.28%

4A2. Alternate LCFF Revenue Standard - Basic Aid

DATA ENTRY: If applicable to your district, input data in the 1st and 2nd Subsequent Year columns for projected local property taxes; all other data are extracted or calculated.

Basic Aid District Projected LCFF Revenue

	Prior Year (2023-24)	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
Projected Local Property Taxes (Form 01, Objects 8021 - 8089)	139,710,907.00	139,710,907.00	139,710,907.00	139,710,907.00
Percent Change from Previous Year		N/A	N/A	N/A
Basic Aid Standard (percent change from previous year, plus/minus 1%):		N/A	N/A	N/A

4A3. Alternate LCFF Revenue Standard - Necessary Small School

DATA ENTRY: All data are extracted or calculated.

Necessary Small School District Projected LCFF Revenue

	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
Necessary Small School Standard (COLA Step 2c, plus/minus 1%):	N/A	N/A	N/A

4B. Calculating the District's Projected Change in LCFF Revenue

DATA ENTRY: Enter data in the 1st and 2nd Subsequent Year columns for LCFF Revenue; all other data are extracted or calculated.

	Prior Year (2023-24)	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
LCFF Revenue (Fund 01, Objects 8011, 8012, 8020-8089)	514,737,125.00	500,864,205.00	487,662,339.00	500,538,205.00
District's Projected Change in LCFF Revenue:		(2.70%)	(2.64%)	2.64%
LCFF Revenue Standard		2.77% to 4.77%	-2.16% to -0.16%	1.28% to 3.28%
Status:		Not Met	Not Met	Met

4C. Comparison of District LCFF Revenue to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Projected change in LCFF revenue is outside the standard in one or more of the budget or two subsequent fiscal years. Provide reasons why the projection(s) exceed the standard(s) and a description of the methods and assumptions used in projecting LCFF revenue.

Explanation:
(required if NOT met)

The standard is not met in 24-25 and 25-26 due to the 2023-24 LCFF figure including the In-Lieu of Property taxes. True estimated LCFF funding net of the In-Lieu of for 2024-25 is \$486,482,344, which would result in the change in 2024-25 within the standard range.

5. **CRITERION: Salaries and Benefits**

STANDARD: Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures for any of the budget year or two subsequent fiscal years has not changed from the historical average ratio from the three prior fiscal years by more than the greater of three percent or the district's required reserves percentage.

5A. Calculating the District's Historical Average Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Estimated/Unaudited Actuals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
	Third Prior Year (2021-22)	330,431,834.82	
Second Prior Year (2022-23)	324,409,308.17	355,207,399.89	91.3%
First Prior Year (2023-24)	412,850,843.55	452,254,288.32	91.3%
	Historical Average Ratio:		91.8%

	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
District's Reserve Standard Percentage (Criterion 10B, Line 4):	2.0%	2.0%	2.0%
District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	88.8% to 94.8%	88.8% to 94.8%	88.8% to 94.8%

5B. Calculating the District's Projected Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures

DATA ENTRY: If Form MYP exists, Unrestricted Salaries and Benefits, and Total Unrestricted Expenditures data for the 1st and 2nd Subsequent Years will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

Fiscal Year	Budget - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)		
	Budget Year (2024-25)	415,969,449.06		
1st Subsequent Year (2025-26)	267,781,897.36	267,781,897.36	100.0%	Not Met
2nd Subsequent Year (2026-27)	267,781,897.36	267,781,897.36	100.0%	Not Met

5C. Comparison of District Salaries and Benefits Ratio to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Projected ratio(s) of unrestricted salary and benefit costs to total unrestricted expenditures are outside the standard in one or more of the budget or two subsequent fiscal years. Provide reasons why the projection(s) exceed the standard, a description of the methods and assumptions used in projecting salaries and benefits, and what changes, if any, will be made to bring the projected salary and benefit costs within the standard.

Explanation:
(required if NOT met)

The standard is not met in 24-25 due to the 2023-24 LCFF figure including the In-Lieu of Property taxes. True LCFF funding net of the In-Lieu of for 2023-24 is \$486482344, which would result in equate to a .14% change in 2024-25 within the standard range.

6. **CRITERION: Other Revenues and Expenditures**

STANDARD: Projected operating revenues (including federal, other state, and other local) or expenditures (including books and supplies, and services and other operating), for any of the budget year or two subsequent fiscal years, have not changed from the prior fiscal year amount by more than the percentage change in population and the funded cost-of-living adjustment (COLA) plus or minus ten percent.

For each major object category, changes that exceed the percentage change in population and the funded COLA plus or minus five percent must be explained.

6A. Calculating the District's Other Revenues and Expenditures Standard Percentage Ranges

DATA ENTRY: All data are extracted or calculated.

	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
1. District's Change in Population and Funding Level (Criterion 4A1, Step 3):	3.77%	(1.16%)	2.28%
2. District's Other Revenues and Expenditures Standard Percentage Range (Line 1, plus/minus 10%):	-6.23% to 13.77%	-11.16% to 8.84%	-7.72% to 12.28%
3. District's Other Revenues and Expenditures Explanation Percentage Range (Line 1, plus/minus 5%):	-1.23% to 8.77%	-6.16% to 3.84%	-2.72% to 7.28%

6B. Calculating the District's Change by Major Object Category and Comparison to the Explanation Percentage Range (Section 6A, Line 3)

DATA ENTRY: If Form MYP exists, the 1st and 2nd Subsequent Year data for each revenue and expenditure section will be extracted; if not, enter data for the two subsequent years. All other data are extracted or calculated.

Explanations must be entered for each category if the percent change for any year exceeds the district's explanation percentage range.

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Change Is Outside Explanation Range
Federal Revenue (Fund 01, Objects 8100-8299) (Form MYP, Line A2)			
First Prior Year (2023-24)	157,711,903.21		
Budget Year (2024-25)	42,316,186.28	(73.17%)	Yes
1st Subsequent Year (2025-26)	0.00	(100.00%)	Yes
2nd Subsequent Year (2026-27)	0.00	0.00%	No

Explanation:
(required if Yes)

Federal revenue decreased in 2024-25 as the district continues to spend down its COVID related funding sources. In 2024-25 all COVID related revenue is removed from the budget resulting in a decrease in federal revenue. Projected subsequent year 25-26 and 26-27 revenue remain constant. Data was not extracted correctly into these fields

Other State Revenue (Fund 01, Objects 8300-8599) (Form MYP, Line A3)			
First Prior Year (2023-24)	139,262,588.02		
Budget Year (2024-25)	130,185,620.75	(6.52%)	Yes
1st Subsequent Year (2025-26)	0.00	(100.00%)	Yes
2nd Subsequent Year (2026-27)	0.00	0.00%	No

Explanation:
(required if Yes)

State revenue decreased in 2024-25 to remove one time state revenue related to the Arts Music Grant and Learning Recovery Emergency Block grants received in 2023-24. Projected subsequent year 25-26 and 26-27 revenue remain constant. Data was not extracted correctly into these fields.

Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYP, Line A4)			
First Prior Year (2023-24)	13,668,496.05		
Budget Year (2024-25)	6,447,794.03	(52.83%)	Yes
1st Subsequent Year (2025-26)	0.00	(100.00%)	Yes
2nd Subsequent Year (2026-27)	0.00	0.00%	No

Explanation:
(required if Yes)

Other local revenue decreased due to expending local carry over resources in the 2023-24 year. Projected subsequent year 25-26 and 26-27 revenue remain constant. Data was not extracted correctly into these fields.

Books and Supplies (Fund 01, Objects 4000-4999) (Form MYP, Line B4)

First Prior Year (2023-24)	57,219,587.43		
Budget Year (2024-25)	26,323,240.54	(54.00%)	Yes
1st Subsequent Year (2025-26)	0.00	(100.00%)	Yes
2nd Subsequent Year (2026-27)	0.00	0.00%	No

Explanation:
(required if Yes)

Books and supplies decreased in 2024-25 due to the removal of one time COVID funding related expenditures in 2023-24 as well as other one-time carry over grant expenditures. 1st subsequent year 2025-26 projection is 26,448,119 and 2nd subsequent year 2026-27 is 26,580,364. Data for these years were not extracted correctly into these fields

Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYP, Line B5)

First Prior Year (2023-24)	157,404,456.99		
Budget Year (2024-25)	92,388,583.95	(41.30%)	Yes
1st Subsequent Year (2025-26)	0.00	(100.00%)	Yes
2nd Subsequent Year (2026-27)	0.00	0.00%	No

Explanation:
(required if Yes)

Services and other operating expenditures decreased in 2024-25 due to the removal of one time COVID funding related expenditures in 2023-24 as well as other one-time carry over grant expenditures. 1st subsequent year 2025-26 projection is 94,078,291, and 2nd subsequent year 2026-27 is 95,867,690. Data for these years were not extracted correctly into these fields.

6C. Calculating the District's Change in Total Operating Revenues and Expenditures (Section 6A, Line 2)

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Amount	Percent Change Over Previous Year	Status
----------------------------	--------	--------------------------------------	--------

Total Federal, Other State, and Other Local Revenue (Criterion 6B)

First Prior Year (2023-24)	310,642,987.28		
Budget Year (2024-25)	178,949,601.06	(42.39%)	Not Met
1st Subsequent Year (2025-26)	0.00	(100.00%)	Not Met
2nd Subsequent Year (2026-27)	0.00	0.00%	Met

Total Books and Supplies, and Services and Other Operating Expenditures (Criterion 6B)

First Prior Year (2023-24)	214,624,044.42		
Budget Year (2024-25)	118,711,824.49	(44.69%)	Not Met
1st Subsequent Year (2025-26)	0.00	(100.00%)	Not Met
2nd Subsequent Year (2026-27)	0.00	0.00%	Met

6D. Comparison of District Total Operating Revenues and Expenditures to the Standard Percentage Range

DATA ENTRY: Explanations are linked from Section 6B if the status in Section 6C is not met; no entry is allowed below.

- 1a. STANDARD NOT MET - Projected total operating revenues have changed by more than the standard in one or more of the budget or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6A above and will also display in the explanation box below.

Explanation:
Federal Revenue
(linked from 6B
if NOT met)

Federal revenue decreased in 2024-25 as the district continues to spend down its COVID related funding sources. In 2024-25 all COVID related revenue is removed from the budget resulting in a decrease in federal revenue. Projected subsequent year 25-26 and 26-27 revenue remain constant. Data was not extracted correctly into these fields

Explanation:
Other State Revenue
(linked from 6B
if NOT met)

State revenue decreased in 2024-25 to remove one time state revenue related to the Arts Music Grant and Learning Recovery Emergency Block grants received in 2023-24. Projected subsequent year 25-26 and 26-27 revenue remain constant. Data was not extracted correctly into these fields.

Explanation:
Other Local Revenue
(linked from 6B
if NOT met)

Other local revenue decreased due to expending local carry over resources in the 2023-24 year. Projected subsequent year 25-26 and 26-27 revenue remain constant. Data was not extracted correctly into these fields.

1b. STANDARD NOT MET - Projected total operating expenditures have changed by more than the standard in one or more of the budget or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating expenditures within the standard must be entered in Section 6A above and will also display in the explanation box below.

Explanation:
Books and Supplies
(linked from 6B
if NOT met)

Explanation:
Services and Other Exps
(linked from 6B
if NOT met)

Books and supplies decreased in 2024-25 due to the removal of one time COVID funding related expenditures in 2023-24 as well as other one-time carry over grant expenditures. 1st subsequent year 2025-26 projection is 26,448,119 and 2nd subsequent year 2026-27 is 26,580,364. Data for these years were not extracted correctly into these fields

Services and other operating expenditures decreased in 2024-25 due to the removal of one time COVID funding related expenditures in 2023-24 as well as other one-time carry over grant expenditures. 1st subsequent year 2025-26 projection is 94,078,291, and 2nd subsequent year 2026-27 is 95,867,690. Data for these years were not extracted correctly into these fields.

7. **CRITERION: Facilities Maintenance**

STANDARD: Confirm that the annual contribution for facilities maintenance funding is not less than the amount required pursuant to Education Code Section 17070.75, if applicable, and that the district is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

Determining the District's Compliance with the Contribution Requirement for EC Section 17070.75 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)

NOTE: EC Section 17070.75 requires the district to deposit into the account a minimum amount equal to or greater than three percent of the total general fund expenditures and other financing uses for that fiscal year. Statute exclude the following resource codes from the total general fund expenditures calculation: 3212, 3213, 3214, 3216, 3218, 3219, 3225, 3226, 3227, 3228, 5316, 5632, 5633, 5634, 7027, and 7690.

DATA ENTRY: Click the appropriate Yes or No button for special education local plan area (SELPA) administrative units (AUs); all other data are extracted or calculated. If standard is not met, enter an X in the appropriate box and enter an explanation, if applicable.

1. a. For districts that are the AU of a SELPA, do you choose to exclude revenues that are passed through to participating members of the SELPA from the OMMA/RMA required minimum contribution calculation? Yes
- b. Pass-through revenues and apportionments that may be excluded from the OMMA/RMA calculation per EC Section 17070.75(b)(2)(D) (Fund 10, resources 3300-3499, 6500-6540 and 6546, objects 7211-7213 and 7221-7223) 0.00

2. Ongoing and Major Maintenance/Restricted Maintenance Account

a. Budgeted Expenditures and Other Financing Uses (Form 01, objects 1000-7999, exclude resources 3212, 3213, 3214, 3216, 3218, 3219, 3225, 3226, 3227, 3228, 5316, 5632, 5633, 5634, 7027, and 7690)

737,845,954.61

b. Plus: Pass-through Revenues and Apportionments (Line 1b, if line 1a is No)

3% Required Minimum Contribution (Line 2c times 3%)	Budgeted Contribution ¹ to the Ongoing and Major Maintenance Account	Status
---	---	--------

c. Net Budgeted Expenditures and Other Financing Uses

737,845,954.61	22,135,378.64	22,013,236.08	Not Met
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¹ Fund 01, Resource 8150, Objects 8900-8999

If standard is not met, enter an X in the box that best describes why the minimum required contribution was not made:

- Not applicable (district does not participate in the Leroy F. Greene School Facilities Act of 1998)
- Exempt (due to district's small size [EC Section 17070.75 (b)(2)(E)])
- Other (explanation must be provided)

Explanation:
(required if NOT met
and Other is marked)

3% required minimum contribution should be \$22,013,236.08. MYP form did not carry over the correct data field. Status should be met.

8. **CRITERION: Deficit Spending**

STANDARD: Unrestricted deficit spending (total unrestricted expenditures and other financing uses is greater than total unrestricted revenues and other financing sources) as a percentage of total unrestricted expenditures and other financing uses, has not exceeded one-third of the district's available reserves¹ as a percentage of total expenditures and other financing uses² in two out of three prior fiscal years.

8A. Calculating the District's Deficit Spending Standard Percentage Levels

DATA ENTRY: All data are extracted or calculated.

	Third Prior Year (2021-22)	Second Prior Year (2022-23)	First Prior Year (2023-24)
1. District's Available Reserve Amounts (resources 0000-1999)			
a. Stabilization Arrangements (Funds 01 and 17, Object 9750)	0.00	0.00	0.00
b. Reserve for Economic Uncertainties (Funds 01 and 17, Object 9789)	12,763,716.00	13,039,261.00	0.00
c. Unassigned/Unappropriated (Funds 01 and 17, Object 9790)	36,032,700.78	33,489,091.49	77,913,288.84
d. Negative General Fund Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999)	0.00	0.00	0.00
e. Available Reserves (Lines 1a through 1d)	48,796,416.78	46,528,352.49	77,913,288.84
2. Expenditures and Other Financing Uses			
a. District's Total Expenditures and Other Financing Uses (Fund 01, objects 1000-7999)	640,846,003.10	651,963,036.85	872,427,073.34
b. Plus: Special Education Pass-through Funds (Fund 10, resources 3300-3499, 6500-6540 and 6546, objects 7211-7213 and 7221-7223)			0.00
c. Total Expenditures and Other Financing Uses (Line 2a plus Line 2b)	640,846,003.10	651,963,036.85	872,427,073.34
3. District's Available Reserve Percentage (Line 1e divided by Line 2c)	7.6%	7.1%	8.9%
District's Deficit Spending Standard Percentage Levels (Line 3 times 1/3):	2.5%	2.4%	3.0%

¹Available reserves are the unrestricted amounts in the Stabilization Arrangement, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

²A school district that is the Administrative Unit of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

8B. Calculating the District's Deficit Spending Percentages

DATA ENTRY: All data are extracted or calculated.

Fiscal Year	Net Change in Unrestricted Fund Balance (Form 01, Section E)	Total Unrestricted Expenditures and Other Financing Uses (Form 01, Objects 1000- 7999)	Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	Status
Third Prior Year (2021-22)	(37,835,848.49)	358,328,757.65	10.6%	Not Met
Second Prior Year (2022-23)	70,605,641.07	355,207,399.89	N/A	Met
First Prior Year (2023-24)	(57,473,074.29)	452,361,426.11	12.7%	Not Met
Budget Year (2024-25) (Information only)	(59,978,400.24)	450,455,647.53		

8C. Comparison of District Deficit Spending to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Unrestricted deficit spending has exceeded the standard percentage levels for two or more of the previous three fiscal years. Provide reasons for the deficit spending, a description of the methods and assumptions used in balancing the unrestricted budgets, and what change, if any, will be made to ensure that the subsequent budgets are balanced within the standard.

Explanation:

(required if NOT met)

The district had a deficit in the 2021-22 year above the standard due to bargaining agreement settlements with labor partners that included a 4% ongoing salary increase as well as numerous one-time stipends for bargaining groups. Additionally, the district had an 8 day labor strike which resulted in the closure of schools and subsequently an instructional time and instructional day penalty of approximately \$47M. in 2023-24 the district has a deficit due to bargaining agreement settlements with labor partners for retro compensation of ongoing 10%-16.66% and 2-4% ongoing for 2023-24.

9. **CRITERION: Fund and Cash Balances**

A. Fund Balance STANDARD: Budgeted beginning unrestricted general fund balance has not been overestimated for two out of three prior fiscal years by more than the following percentage levels:

Percentage Level ¹	District ADA
1.7%	0 to 300
1.3%	301 to 1,000
1.0%	1,001 to 30,000
0.7%	30,001 to 250,000
0.3%	250,001 and over

¹ Percentage levels equate to a rate of deficit spending which would eliminate recommended reserves for economic uncertainties over a three year period.

District Estimated P-2 ADA (Form A, Lines A6 and C4):

District's Fund Balance Standard Percentage Level:

9A-1. Calculating the District's Unrestricted General Fund Beginning Balance Percentages

DATA ENTRY: Enter data in the Original Budget column for the First, Second, and Third Prior Years; all other data are extracted or calculated.

Fiscal Year	Unrestricted General Fund Beginning Balance ² (Form 01, Line F1e, Unrestricted Column)		Beginning Fund Balance Variance Level (If overestimated, else N/A)		Status
	Original Budget	Estimated/Unaudited Actuals			
Third Prior Year (2021-22)	95,627,953.27	102,870,380.90	N/A		Met
Second Prior Year (2022-23)	42,691,089.10	65,034,532.41	N/A		Met
First Prior Year (2023-24)	96,877,838.83	135,640,173.48	N/A		Met
Budget Year (2024-25) (Information only)	78,167,099.19				

² Adjusted beginning balance, including audit adjustments and other restatements (objects 9791-9795)

9A-2. Comparison of District Unrestricted Beginning Fund Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Unrestricted general fund beginning fund balance has not been overestimated by more than the standard percentage level for two or more of the previous three years.

Explanation:
(required if NOT met)

B. Cash Balance Standard: Projected general fund cash balance will be positive at the end of the current fiscal year.

9B-1: Determining if the District's Ending Cash Balance is Positive

DATA ENTRY: If Form CASH exists, data will be extracted; if not, data must be entered below.

Fiscal Year	Ending Cash Balance General Fund (Form CASH, Line F, June Column)	Status
Current Year (2024-25)	182,286,979.00	Met

9B-2. Comparison of the District's Ending Cash Balance to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund cash balance will be positive at the end of the current fiscal year.

Explanation:
(required if NOT met)

10. **CRITERION: Reserves**

STANDARD: Available reserves¹ for any of the budget year or two subsequent fiscal years are not less than the following percentages or amounts² as applied to total expenditures and other financing uses³:

DATA ENTRY: Budget Year data are extracted. If Form MYP exists, 1st and 2nd Subsequent Year data will be extracted. If not, enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the two subsequent years.

Percentage Level	District ADA
5% or \$87,000 (greater of)	0 to 300
4% or \$87,000 (greater of)	301 to 1,000
3%	1,001 to 30,000
2%	30,001 to 250,000
1%	250,001 and over

¹ Available reserves are the unrestricted amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

² Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment, as referenced in Education Code Section 42238.02, rounded to the nearest thousand.

³ A school district that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
District Estimated P-2 ADA (Budget Year, Form A, Lines A4 and C4. Subsequent Years, Form MYP, Line F2, if available.)	33,414	33,244	33,079
District's Reserve Standard Percentage Level:	2%	2%	2%

10A. Calculating the District's Special Education Pass-through Exclusions (only for districts that serve as the AU of a SELPA)

DATA ENTRY: For SELPA AUs, if Form MYP exists, all data will be extracted including the Yes/No button selection. If not, click the appropriate Yes or No button for item 1. If Yes, enter data for item 2a. If No, enter data for the two subsequent years in item 2b; Budget Year data are extracted.

For districts that serve as the AU of a SELPA (Form MYP, Lines F1a, F1b1, and F1b2):

1. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?

2. If you are the SELPA AU and are excluding special education pass-through funds:

a. Enter the name(s) of the SELPA(s):

b. Special Education Pass-through Funds
(Fund 10, resources 3300-3499, 6500-6540 and 6546, objects 7211-7213 and 7221-7223)

	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
Special Education Pass-through Funds	0.00		

10B. Calculating the District's Reserve Standard

DATA ENTRY: If Form MYP exists, 1st and 2nd Subsequent Year data for lines 1 and 2 will be extracted; if not, enter data for the two subsequent years.

All other data are extracted or calculated.

	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
1. Expenditures and Other Financing Uses (Fund 01, objects 1000-7999) (Form MYP, Line B11)	759,888,136.61	396,549,446.70	396,549,446.70
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)			
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	759,888,136.61	396,549,446.70	396,549,446.70
4. Reserve Standard Percentage Level	2%	2%	2%
5. Reserve Standard - by Percent (Line B3 times Line B4)	15,197,762.73	7,930,988.93	7,930,988.93
6. Reserve Standard - by Amount			

	(\$87,000 for districts with 0 to 1,000 ADA, else 0)	0.00	0.00	0.00
7.	District's Reserve Standard			
	(Greater of Line B5 or Line B6)	15,197,762.73	7,930,988.93	7,930,988.93

10C. Calculating the District's Budgeted Reserve Amount

DATA ENTRY: If Form MYP exists, 1st and 2nd Subsequent Year data for lines 1 through 7 will be extracted; if not, enter data for the two subsequent years.
All other data are extracted or calculated.

Reserve Amounts (Unrestricted resources 0000-1999 except Line 4):

	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYP, Line E1a)	0.00		
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYP, Line E1b)	15,137,654.00		
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYP, Line E1c)	3,051,044.95	(249,593,198.41)	(517,375,095.77)
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYP, Line E1d)	0.00	(34,261,404.79)	(163,028,954.13)
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYP, Line E2a)	0.00		
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYP, Line E2b)	0.00		
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYP, Line E2c)	0.00		
8. District's Budgeted Reserve Amount (Lines C1 thru C7)	18,188,698.95	(283,854,603.20)	(680,404,049.90)
9. District's Budgeted Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	2.39%	(71.58%)	(171.58%)
District's Reserve Standard (Section 10B, Line 7):	15,197,762.73	7,930,988.93	7,930,988.93
Status:	Met	Not Met	Not Met

10D. Comparison of District Reserve Amount to the Standard

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD NOT MET - Projected available reserves are below the standard in one or more of the budget or two subsequent fiscal years. Provide reasons for reserves falling below the standard and what plans and actions are anticipated to be taken to increase reserves to, or above, the standard.

Explanation:
(required if NOT met)

For budget adopted year 2024-25 total expenditure is 759,888,136.61. Reserve for economic uncertainty is 15,137,654. For 2025-26 total expenditure is 742,927,816, total reserve is 14,798,447 and for 2026-27 total expenditure is 462,237,609, total reserve is at 15,184,643. 2% standard reserve met. Data extract not pull into the data field.

SUPPLEMENTAL INFORMATION

DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

S1. Contingent Liabilities

1a. Does your district have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that may impact the budget?

No

1b. If Yes, identify the liabilities and how they may impact the budget:

S2. Use of One-time Revenues for Ongoing Expenditures

1a. Does your district have ongoing general fund expenditures in the budget in excess of one percent of the total general fund expenditures that are funded with one-time resources?

No

1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

S3. Use of Ongoing Revenues for One-time Expenditures

1a. Does your district have large non-recurring general fund expenditures that are funded with ongoing general fund revenues?

No

1b. If Yes, identify the expenditures:

S4. Contingent Revenues

1a. Does your district have projected revenues for the budget year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?

No

1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

S5. Contributions

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the budget year and two subsequent fiscal years. Provide an explanation if contributions have changed from the prior fiscal year amounts by more than \$20,000 and more than ten percent. Explanation should include whether contributions are ongoing or one-time in nature.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the budget year and two subsequent fiscal years. Provide an explanation if transfers have changed from the prior fiscal year amounts by more than \$20,000 and more than ten percent. Explanation should include whether transfers are ongoing or one-time in nature.

Estimate the impact of any capital projects on the general fund operational budget.

District's Contributions and Transfers Standard: -10.0% to +10.0% or -\$20,000 to +\$20,000

S5A. Identification of the District's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund

DATA ENTRY: For Contributions, enter data in the Projection column for the 1st and 2nd Subsequent Years. Contributions for the First Prior Year and Budget Year data will be extracted. For Transfers In and Transfers Out, the First Prior Year and Budget Year data will be extracted. If Form MYP exists, the data will be extracted for the 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data for the 1st and 2nd Subsequent Years. Click the appropriate button for 1d. All other data are extracted or calculated.

Description / Fiscal Year	Projection	Amount of Change	Percent Change	Status
1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)				
First Prior Year (2023-24)	(128,013,844.32)			
Budget Year (2024-25)	(120,159,401.48)	(7,854,442.84)	(6.1%)	Met
1st Subsequent Year (2025-26)	(121,949,984.00)	1,790,582.52	1.5%	Met
2nd Subsequent Year (2026-27)	(139,214,309.00)	17,264,325.00	14.2%	Not Met
1b. Transfers In, General Fund *				
First Prior Year (2023-24)	2,475,399.00			
Budget Year (2024-25)	3,005,447.36	530,048.36	21.4%	Not Met
1st Subsequent Year (2025-26)	0.00	(3,005,447.36)	(100.0%)	Not Met
2nd Subsequent Year (2026-27)	0.00	0.00	0.0%	Met
1c. Transfers Out, General Fund *				
First Prior Year (2023-24)	107,137.79			
Budget Year (2024-25)	0.00	(107,137.79)	(100.0%)	Not Met
1st Subsequent Year (2025-26)	0.00	0.00	0.0%	Met
2nd Subsequent Year (2026-27)	0.00	0.00	0.0%	Met

1d. Impact of Capital Projects

Do you have any capital projects that may impact the general fund operational budget? No

* Include transfers used to cover operating deficits in either the general fund or any other fund.

S5B. Status of the District's Projected Contributions, Transfers, and Capital Projects

DATA ENTRY: Enter an explanation if Not Met for items 1a-1c or if Yes for item 1d.

1a. NOT MET - The projected contributions from the unrestricted general fund to restricted general fund programs have changed by more than the standard for one or more of the budget or subsequent two fiscal years. Identify restricted programs and amount of contribution for each program and whether contributions are ongoing or one-time in nature. Explain the district's plan, with timeframes, for reducing or eliminating the contribution.

Explanation: (required if NOT met) 2nd subsequent year contribution projected to increase due to ongoing settlements, increases in special education services, charter school contribution, restricted Covid funds ending in early 2024-25 and increase in PERS rate from 26.68 in 2023-24 to 27.05% in 2024-25.

1b. NOT MET - The projected transfers in to the general fund have changed by more than the standard for one or more of the budget or subsequent two fiscal years. Identify the amount(s) transferred, by fund, and whether transfers are ongoing or one-time in nature. If ongoing, explain the district's plan, with timelines, for reducing or eliminating the transfers.

Explanation: (required if NOT met) Transfer in increased from 23-24 and 24-25. First and second subsequent year data did not pull in.

- 1c. NOT MET - The projected transfers out of the general fund have changed by more than the standard for one or more of the budget or subsequent two fiscal years. Identify the amount(s) transferred, by fund, and whether transfers are ongoing or one-time in nature. If ongoing, explain the district's plan, with timeframes, for reducing or eliminating the transfers.

Explanation:

(required if NOT met)

Transfer out data for 2024-25 did not pull in.

- 1d. NO - There are no capital projects that may impact the general fund operational budget.

Project Information:

(required if YES)

S6. Long-term Commitments

Identify all existing and new multiyear commitments¹ and their annual required payments for the budget year and two subsequent fiscal years. Explain how any increase in annual payments will be funded. Also explain how any decrease to funding sources used to pay long-term commitments will be replaced.

¹ Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

S6A. Identification of the District's Long-term Commitments

DATA ENTRY: Click the appropriate button in item 1 and enter data in all columns of item 2 for applicable long-term commitments; there are no extractions in this section.

1. Does your district have long-term (multiyear) commitments?
(If No, skip item 2 and Sections S6B and S6C)

Yes

2. If Yes to item 1, list all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in item S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2024
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Leases				
Certificates of Participation				
General Obligation Bonds	26	Fund 51 - Bond Interest and Redemption Fund	Fund 51 - Bond Interest and Redemption Fund	451,272,966
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences		Fund 01, 09, 11, 13, 21, 67, 68	Object Code 1-3999	6,972,199

Other Long-term Commitments (do not include OPEB):

Type of Commitment	# of Years Remaining	Funding Sources (Revenues)	Debt Service (Expenditures)	Principal Balance as of July 1, 2024
Lease Revenue Bonds	17	Fund 25 Developer Fees, Fund 49 Mello Roos	Object 7438, 7439	52,060,000
TOTAL:				510,305,165

Type of Commitment (continued)	Prior Year	Budget Year	1st Subsequent Year	2nd Subsequent Year
	(2023-24)	(2024-25)	(2025-26)	(2026-27)
	Annual Payment (P & I)	Annual Payment (P & I)	Annual Payment (P & I)	Annual Payment (P & I)
Leases				
Certificates of Participation				
General Obligation Bonds	38,111,178	38,801,801	37,249,550	37,249,550
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				
Other Long-term Commitments (continued):				
Lease Revenue Bonds	43,577,472	44,264,165	42,735,848	42,735,848
Total Annual Payments:	81,688,650	83,065,966	79,985,398	79,985,398
Has total annual payment increased over prior year (2023-24)?	Yes	No	No	No

S6B. Comparison of the District's Annual Payments to Prior Year Annual Payment

DATA ENTRY: Enter an explanation if Yes.

- 1a. Yes - Annual payments for long-term commitments have increased in one or more of the budget or two subsequent fiscal years. Explain how the increase in annual payments will be funded.

Explanation:
(required if Yes
to increase in total
annual payments)

In 2022-23 the district issue 2022 general obligation funds totaling 225 million for construction related projects. Payments are made from bond interest and redemption fund and in addition, principal and interest payments on lease revenue bonds are made from the developer fees funds

S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments

DATA ENTRY: Click the appropriate Yes or No button in item 1; if Yes, an explanation is required in item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment annual payments.

Explanation:
(required if Yes)

S7. Unfunded Liabilities

Estimate the unfunded liability for postemployment benefits other than pensions (OPEB) based on an actuarial valuation, if required, or other method; identify or estimate the actuarially determined contribution (if available); and indicate how the obligation is funded (pay-as-you-go, amortized over a specific period, etc.).

Estimate the unfunded liability for self-insurance programs such as workers' compensation based on an actuarial valuation, if required, or other method; identify or estimate the required contribution; and indicate how the obligation is funded (level of risk retained, funding approach, etc.).

S7A. Identification of the District's Estimated Unfunded Liability for Postemployment Benefits Other than Pensions (OPEB)

DATA ENTRY: Click the appropriate button in item 1 and enter data in all other applicable items; there are no extractions in this section except the budget year data on line 5b.

1 Does your district provide postemployment benefits other than pensions (OPEB)? (If No, skip items 2-5)

2 For the district's OPEB:
a. Are they lifetime benefits?

b. Do benefits continue past age 65?

c. Describe any other characteristics of the district's OPEB program including eligibility criteria and amounts, if any, that retirees are required to contribute toward their own benefits:

Employees must meet eligibility requirements outlined in respective bargaining unit agreements in order to receive lifetime benefits.

3 a. Are OPEB financed on a pay-as-you-go, actuarial cost, or other method?

b. Indicate any accumulated amounts earmarked for OPEB in a self-insurance or governmental fund

	Self-Insurance Fund	Governmental Fund
	0	0

4 OPEB Liabilities

a. Total OPEB liability	392,127,242.00
b. OPEB plan(s) fiduciary net position (if applicable)	124,661,230.00
c. Total/Net OPEB liability (Line 4a minus Line 4b)	267,466,012.00
d. Is total OPEB liability based on the district's estimate or an actuarial valuation?	Actuarial
e. If based on an actuarial valuation, indicate the measurement date of the OPEB valuation	6/30/2022

	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
5. OPEB Contributions			
a. OPEB actuarially determined contribution (ADC), if available, per actuarial valuation or Alternative Measurement Method	29,218,878.00	29,218,878.00	29,218,878.00
b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (funds 01-70, objects 3701-3752)	26,680,886.13	29,218,878.00	29,218,878.00
c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)	15,832,886.00	17,012,160.00	17,828,421.00
d. Number of retirees receiving OPEB benefits	3,199.00	3,199.00	3,199.00

S7B. Identification of the District's Unfunded Liability for Self-Insurance Programs

DATA ENTRY: Click the appropriate button in item 1 and enter data in all other applicable items; there are no extractions in this section.

1 Does your district operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB, which is covered in Section S7A) (If No, skip items 2-4)

Yes

2 Describe each self-insurance program operated by the district, including details for each such as level of risk retained, funding approach, basis for valuation (district's estimate or actuarial), and date of the valuation:

The District has established a self insurance fund to account for employee vision, dental and worker compensation benefits. The plans are self-insured through a pool and we contract with a third party administrator for benefits processing. The District belongs to a Joint Powers Authority that helps manage the worker's compensation claims to maintain lower costs.

3. Self-Insurance Liabilities

a. Accrued liability for self-insurance programs

17,804,913.00

b. Unfunded liability for self-insurance programs

17,804,913.00

4. Self-Insurance Contributions

a. Required contribution (funding) for self-insurance programs

	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
a. Required contribution (funding) for self-insurance programs	17,804,913.00	17,804,913.00	17,804,913.00
b. Amount contributed (funded) for self-insurance programs	17,804,913.00	17,804,913.00	17,804,913.00

b. Amount contributed (funded) for self-insurance programs

S8. Status of Labor Agreements

Analyze the status of all employee labor agreements. Identify new labor agreements, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues, and explain how these commitments will be funded in future fiscal years.

If salary and benefit negotiations are not finalized at budget adoption, upon settlement with certificated or classified staff:

The school district must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards, and may provide written comments to the president of the district governing board and superintendent.

S8A. Cost Analysis of District's Labor Agreements - Certificated (Non-management) Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2023-24)	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
Number of certificated (non-management) full - time - equivalent(FTE) positions	2265.66	2414.45	2414.45	2414.45

Certificated (Non-management) Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year?

Yes

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 6 and 7.

--

Negotiations Settled

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

Feb 06, 2024

2b. Per Government Code Section 3547.5(b), was the agreement certified by the district superintendent and chief business official?

Yes

If Yes, date of Superintendent and CBO certification:

Feb 07, 2024

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the agreement?

Yes

If Yes, date of budget revision board adoption:

Jun 06, 2024

4. Period covered by the agreement:

Begin Date:

Jul 01, 2023	End Date:	Jun 30, 2024
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5. Salary settlement:

	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?	Yes	Yes	Yes

One Year Agreement

Total cost of salary settlement

26936363	
----------	--

% change in salary schedule from prior year

2.0%

or

Multiyear Agreement

Total cost of salary settlement

--	--

% change in salary schedule from prior year (may enter text, such as "Reopener")

--	--

Identify the source of funding that will be used to support multiyear salary commitments:

--

Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits

--

Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
--------------------------	----------------------------------	----------------------------------

7. Amount included for any tentative salary schedule increases

--	--	--

Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
--------------------------	----------------------------------	----------------------------------

Certificated (Non-management) Health and Welfare (H&W) Benefits

1. Are costs of H&W benefit changes included in the budget and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Yes	Yes	Yes
63815396.35	68920628	74434278
100.0%	100.0%	
8.8%	8.8%	8.8%

Certificated (Non-management) Prior Year Settlements

Are any new costs from prior year settlements included in the budget?

If Yes, amount of new costs included in the budget and MYPs

If Yes, explain the nature of the new costs:

--	--	--

Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
--------------------------	----------------------------------	----------------------------------

Certificated (Non-management) Step and Column Adjustments

1. Are step & column adjustments included in the budget and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Yes	Yes	Yes
3590733	3641004	3691978
1.4%	1.4%	1.4%

Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
--------------------------	----------------------------------	----------------------------------

Certificated (Non-management) Attrition (layoffs and retirements)

1. Are savings from attrition included in the budget and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the budget and MYPs?

Yes	No	
Yes	No	No

Certificated (Non-management) - Other

List other significant contract changes and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

S8B. Cost Analysis of District's Labor Agreements - Classified (Non-management) Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2023-24)	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
Number of classified(non - management) FTE positions	1357.85	1910.2	1910.2	1910.2

Classified (Non-management) Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year?

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 6 and 7.

SEIU and Non-represented 2023-24 and 2024-25 in progress. All other classified units have settled

Negotiations Settled

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

May 16, 2024

2b. Per Government Code Section 3547.5(b), was the agreement certified by the district superintendent and chief business official?

Yes

If Yes, date of Superintendent and CBO certification:

--

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the agreement?

No

If Yes, date of budget revision board adoption:

--

4. Period covered by the agreement:

Begin Date:

--

End Date:

--

5. Salary settlement:

Budget Year
(2024-25)

1st Subsequent Year
(2025-26)

2nd Subsequent Year
(2026-27)

Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?

Yes	Yes	Yes
-----	-----	-----

One Year Agreement

Total cost of salary settlement

484394	484394	484394
--------	--------	--------

% change in salary schedule from prior year

2%

or

Multiyear Agreement

Total cost of salary settlement

--	--	--

% change in salary schedule from prior year (may enter text, such as "Reopener")

--	--	--

Identify the source of funding that will be used to support multiyear salary commitments:

--

Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits

	1233973		
Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)	

7. Amount included for any tentative salary schedule increases

0.00	0.00	0.00	
Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)	

Classified (Non-management) Health and Welfare (H&W) Benefits

1. Are costs of H&W benefit changes included in the budget and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Yes	Yes	Yes
38188597	41243685	44543180
100.0%	100.0%	100.0%
8.8%	8.8%	8.8%

Classified (Non-management) Prior Year Settlements

Are any new costs from prior year settlements included in the budget?

If Yes, amount of new costs included in the budget and MYPs

If Yes, explain the nature of the new costs:

No		
----	--	--

Classified (Non-management) Step and Column Adjustments

1. Are step & column adjustments included in the budget and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Yes	Yes	Yes
61666	61710	61753
.7%	7.0%	7.0%

Classified (Non-management) Attrition (layoffs and retirements)

1. Are savings from attrition included in the budget and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the budget and MYPs?

Yes	No	No
Yes	No	No

Classified (Non-management) - Other

List other significant contract changes and the cost impact of each change (i.e., hours of employment, leave of absence, bonuses, etc.):

S8C. Cost Analysis of District's Labor Agreements - Management/Supervisor/Confidential Employees

DATA ENTRY: Enter all applicable data items; there are no extractions in this section.

	Prior Year (2nd Interim) (2023-24)	Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
Number of management, supervisor, and confidential FTE positions	290.8	376.55	376.55	376.55

Management/Supervisor/Confidential

Salary and Benefit Negotiations

1. Are salary and benefit negotiations settled for the budget year?

Yes

If Yes, complete question 2.

If No, identify the unsettled negotiations including any prior year unsettled negotiations and then complete questions 3 and 4.

If n/a, skip the remainder of Section S8C.

Negotiations Settled

2. Salary settlement:

Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
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Is the cost of salary settlement included in the budget and multiyear projections (MYPs)?

Yes	Yes	Yes

Total cost of salary settlement
% change in salary schedule from prior year (may enter text, such as "Reopener")

Negotiations Not Settled

3. Cost of a one percent increase in salary and statutory benefits

Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)

4. Amount included for any tentative salary schedule increases

2696708		
---------	--	--

Management/Supervisor/Confidential

Health and Welfare (H&W) Benefits

- Are costs of H&W benefit changes included in the budget and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
Yes	Yes	Yes
8322259	8988040	9707083
100.0%	100.0%	100.0%
8.8%	8.8%	8.8%

Management/Supervisor/Confidential

Step and Column Adjustments

- Are step & column adjustments included in the budget and MYPs?
- Cost of step and column adjustments
- Percent change in step & column over prior year

Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
Yes	Yes	Yes
35777	35802	35827
.7%	.7%	.7%

Management/Supervisor/Confidential

Other Benefits (mileage, bonuses, etc.)

- Are costs of other benefits included in the budget and MYPs?
- Total cost of other benefits
- Percent change in cost of other benefits over prior year

Budget Year (2024-25)	1st Subsequent Year (2025-26)	2nd Subsequent Year (2026-27)
No	No	No

S9. Local Control and Accountability Plan (LCAP)

Confirm that the school district's governing board has adopted an LCAP or an update to the LCAP effective for the budget year.

DATA ENTRY: Click the appropriate Yes or No button in item 1, and enter the date in item 2.

1. Did or will the school district's governing board adopt an LCAP or an update to the LCAP effective for the budget year?

Yes

2. Adoption date of the LCAP or an update to the LCAP.

Jun 20, 2024

S10. LCAP Expenditures

Confirm that the school district's budget includes the expenditures necessary to implement the LCAP or annual update to the LCAP.

DATA ENTRY: Click the appropriate Yes or No button.

Does the school district's budget include the expenditures necessary to implement the LCAP or annual update to the LCAP as described in the Local Control and Accountability Plan and Annual Update Template?

Yes

ADDITIONAL FISCAL INDICATORS

The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review. DATA ENTRY: Click the appropriate Yes or No button for items A1 through A9 except item A3, which is automatically completed based on data in Criterion 2.

A1.	Do cash flow projections show that the district will end the budget year with a negative cash balance in the general fund?	Yes
A2.	Is the system of personnel position control independent from the payroll system?	No
A3.	Is enrollment decreasing in both the prior fiscal year and budget year? (Data from the enrollment budget column and actual column of Criterion 2A are used to determine Yes or No)	Yes
A4.	Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior fiscal year or budget year?	No
A5.	Has the district entered into a bargaining agreement where any of the budget or subsequent years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	Yes
A6.	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	Yes
A7.	Is the district's financial system independent of the county office system?	Yes
A8.	Does the district have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education)	No
A9.	Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?	Yes

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:
(optional)

End of School District Budget Criteria and Standards Review

Section I - Expenditures	Funds 01, 09, and 62			2023-24 Expenditures
	Goals	Functions	Objects	
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	898,355,913.75
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	142,860,264.56
C. Less state and local expenditures not allowed for MOE: (All resources, except federal as identified in Line B)				
1. Community Services	All	5000-5999	1000-7999	188,362.54
2. Capital Outlay	All except 7100-7199	All except 5000-5999	6000-6999 except 6600, 6910	10,132,231.43
3. Debt Service	All	9100	5400-5450, 5800, 7430-7439	10,300.00
4. Other Transfers Out	All	9200	7200-7299	0.00
5. Interfund Transfers Out	All	9300	7600-7629	2,582,536.79
6. All Other Financing Uses	All	9100	7699	0.00
		9200	7651	
7. Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	192,664.96
8. Tuition (Revenue, in lieu of expenditures, to approximate costs of services for which tuition is received)	All	All	8710	0.00

9. Supplemental expenditures made as a result of a Presidentially declared disaster	Manually entered. Must not include expenditures in lines B, C1-C8, D1, or D2.			
10. Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)				13,106,095.72
D. Plus additional MOE expenditures:	All	All	1000-7143, 7300-7439 minus 8000-8699	2,507,136.26
1. Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)				
2. Expenditures to cover deficits for student body activities	Manually entered. Must not include expenditures in lines A or D1.			
E. Total expenditures subject to MOE (Line A minus lines B and C10, plus lines D1 and D2)				744,896,689.73
Section II - Expenditures Per ADA				2023-24 Annual ADA/Exps. Per ADA
A. Average Daily Attendance (Form A, Annual ADA column, sum of lines A6 and C9)				35,315.09
B. Expenditures per ADA (Line I.E divided by Line II.A)				21,092.87

Section III - MOE Calculation (For data collection only. Final determination will be done by CDE)	Total	Per ADA
A. Base expenditures (Preloaded expenditures from prior year official CDE MOE calculation). (Note: If the prior year MOE was not met, CDE has adjusted the prior year base to 90 percent of the preceding prior year amount rather than the actual prior year expenditure amount.)	562,226,200.30	16,755.86
1. Adjustment to base expenditure and expenditure per ADA amounts for LEAs failing prior year MOE calculation (From Section IV)	0.00	0.00
2. Total adjusted base expenditure amounts (Line A plus Line A.1)	562,226,200.30	16,755.86
B. Required effort (Line A.2 times 90%)	506,003,580.27	15,080.27
C. Current year expenditures (Line I.E and Line II.B)	744,896,689.73	21,092.87
D. MOE deficiency amount, if any (Line B minus Line C) (If negative, then zero)	0.00	0.00

<p>E. MOE determination (If one or both of the amounts in line D are zero, the MOE requirement is met; if both amounts are positive, the MOE requirement is not met. If either column in Line A.2 or Line C equals zero, the MOE calculation is incomplete.)</p>	MOE Met	
<p>F. MOE deficiency percentage, if MOE not met; otherwise, zero (Line D divided by Line B) (Funding under ESSA covered programs in FY 2025-26 may be reduced by the lower of the two percentages)</p>	0.00%	0.00%

SECTION IV - Detail of Adjustments to Base Expenditures (used in Section III, Line A.1)

Description of Adjustments	Total Expenditures	Expenditures Per ADA
Total adjustments to base expenditures	0.00	0.00

Part I - General Administrative Share of Plant Services Costs

California's indirect cost plan allows that the general administrative costs in the indirect cost pool may include that portion of plant services costs (maintenance and operations costs and facilities rents and leases costs) attributable to the general administrative offices. The calculation of the plant services costs attributed to general administration and included in the pool is standardized and automated using the percentage of salaries and benefits relating to general administration as proxy for the percentage of square footage occupied by general administration.

A. Salaries and Benefits - Other General Administration and Centralized Data Processing

- 1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 7200-7700, goals 0000 and 9000) 17,651,530.84
- 2. Contracted general administrative positions not paid through payroll
 - a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800. _____
 - b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

B. Salaries and Benefits - All Other Activities

- 1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) 608,717,424.78

C. Percentage of Plant Services Costs Attributable to General Administration

(Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 2.90%

Part II - Adjustments for Employment Separation Costs

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

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

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

A. Normal Separation Costs (optional)

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

B. Abnormal or Mass Separation Costs (required)

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

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

A. Indirect Costs

- 1. Other General Administration, less portion charged to restricted resources or specific goals
(Functions 7200-7600, objects 1000-5999, minus Line B9) 24,363,952.07
- 2. Centralized Data Processing, less portion charged to restricted resources or specific goals
(Function 7700, objects 1000-5999, minus Line B10) 6,003,994.27

3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000 - 5999)	164,000.00
4. Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000 - 5999)	0.00
5. Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	1,916,828.52
6. Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C)	4,430.62
7. Adjustment for Employment Separation Costs	
a. Plus: Normal Separation Costs (Part II, Line A)	0.00
b. Less: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
8. Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	32,453,205.48
9. Carry-Forward Adjustment (Part IV, Line F)	3,345,935.25
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	35,799,140.73
B. Base Costs	
1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	460,703,019.15
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	111,372,510.21
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 4700 and 5100)	87,947,822.78
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	5,652,072.20
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	188,362.54
6. Enterprise (Function 6000, objects 1000-5999 except 4700 and 5100)	0.00
7. Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	6,995,455.73
8. External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000 - 5999, minus Part III, Line A3)	0.00
9. Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	3,196,584.66
10. Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	428,528.16
11. Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	64,180,706.74
12. Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	161,549.38
13. Adjustment for Employment Separation Costs	
a. Less: Normal Separation Costs (Part II, Line A)	0.00
b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
14. Student Activity (Fund 08, functions 4000-5999, objects 1000-5999 except 5100)	0.00
15. Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	7,643,572.82
16. Child Development (Fund 12, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	20,433,855.52
17. Cafeteria (Funds 13 & 61, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	22,409,877.73
18. Foundation (Funds 19 & 57, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00
19. Total Base Costs (Lines B1 through B12 and Lines B13b through B18, minus Line B13a)	791,313,917.62
C. Straight Indirect Cost Percentage Before Carry-Forward Adjustment	
(For information only - not for use when claiming/recovering indirect costs)	
(Line A8 divided by Line B19)	4.10%
D. Preliminary Proposed Indirect Cost Rate	
(For final approved fixed-with-carry-forward rate for use in 2025-26 see www.cde.ca.gov/fg/ac/ic)	
(Line A10 divided by Line B19)	4.52%

Part IV - Carry-forward Adjustment

The carry-forward adjustment is an after-the-fact adjustment for the difference between indirect costs recoverable using the indirect cost rate approved for use in a given year, and the actual indirect costs incurred in that year. The carry-forward adjustment eliminates

the need for LEAs to file amended federal reports when their actual indirect costs vary from the estimated indirect costs on which the approved rate was based.

Where the ratio of indirect costs incurred in the current year is less than the estimated ratio of indirect costs on which the approved rate for use in the current year was based, the carry-forward adjustment is limited by using either the approved rate times current year base costs, or the highest rate actually used to recover costs from any program times current year base costs, if the highest rate used was less than the approved rate. Rates used to recover costs from programs are displayed in Exhibit A.

A. Indirect costs incurred in the current year (Part III, Line A8)	32,453,205.48
B. Carry-forward adjustment from prior year(s)	
1. Carry-forward adjustment from the second prior year	(3,310,436.52)
2. Carry-forward adjustment amount deferred from prior year(s), if any	0.00
C. Carry-forward adjustment for under- or over-recovery in the current year	
1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (3.26%) times Part III, Line B19); zero if negative	3,345,935.25
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (3.26%) times Part III, Line B19) or (the highest rate used to recover costs from any program (3.26%) times Part III, Line B19); zero if positive	0.00
D. Preliminary carry-forward adjustment (Line C1 or C2)	3,345,935.25
E. Optional allocation of negative carry-forward adjustment over more than one year	
Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.	
Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	not applicable
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	not applicable
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	not applicable
LEA request for Option 1, Option 2, or Option 3	1
F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)	3,345,935.25

Approved indirect cost rate: 3.26%
Highest rate used in any program: 3.26%

Fund	Resource	Eligible Expenditures (Objects 1000-5999 except 4700 & 5100)	Indirect Costs Charged (Objects 7310 and 7350)	Rate Used
01	2600	11,967,648.26	389,241.66	3.25%
01	3010	21,865,065.60	713,135.95	3.26%
01	3182	1,695,492.11	55,185.24	3.25%
01	3213	43,730,373.36	1,427,177.45	3.26%
01	3310	3,400,487.76	110,598.82	3.25%
01	3311	372,324.87	12,138.13	3.26%
01	3312	634,429.78	20,150.00	3.18%
01	3315	223,560.00	7,288.00	3.26%
01	3318	39,512.88	1,288.12	3.26%
01	3327	462,036.53	15,063.47	3.26%
01	3345	1,622.09	52.91	3.26%
01	3386	30,021.00	979.00	3.26%
01	3395	23,970.13	781.47	3.26%
01	3410	210,399.36	6,858.34	3.26%
01	3550	382,969.88	12,454.91	3.25%
01	4035	2,898,947.74	94,506.00	3.26%
01	4124	2,336,485.91	71,311.86	3.05%
01	4127	2,891,097.86	94,244.76	3.26%
01	4201	75,669.79	2,465.00	3.26%
01	4203	1,697,419.89	55,318.15	3.26%
01	4510	34,156.00	1,113.00	3.26%
01	5630	74,635.41	2,433.11	3.26%
01	5632	20,549.94	131.24	0.64%
01	5634	180,778.00	5,893.00	3.26%
01	5810	383,290.31	12,485.02	3.26%
01	6010	1,424,611.89	46,137.23	3.24%
01	6053	1,967,990.05	64,086.07	3.26%
01	6266	2,158,104.97	68,718.65	3.18%
01	6332	2,208,757.93	72,083.28	3.26%
01	6378	34,699.43	1,130.00	3.26%
01	6385	217,420.98	7,088.00	3.26%
01	6386	48,421.00	1,579.00	3.26%
01	6387	4,189,293.70	136,268.56	3.25%
01	6388	112,922.57	3,681.00	3.26%
01	6500	93,541,398.17	3,049,448.97	3.26%
01	6520	361,490.41	11,784.59	3.26%
01	6546	2,383,468.88	77,700.86	3.26%
01	6695	399,452.00	13,022.00	3.26%

01	7085	816,341.07	26,455.15	3.24%
01	7220	891,244.29	28,373.51	3.18%
01	7339	193,685.31	6,314.69	3.26%
01	7412	1,302,993.78	42,495.54	3.26%
01	7413	838,157.17	27,023.83	3.22%
01	8150	18,662,055.82	493,680.54	2.65%
01	9010	3,550,080.91	115,676.00	3.26%
09	2600	1,844,233.51	55,848.43	3.03%
09	6053	246,667.00	8,033.40	3.26%
09	6266	262,295.75	8,263.29	3.15%
09	7339	81,221.00	2,647.80	3.26%
09	7388	10,124.57	318.96	3.15%
09	9010	4,938.80	158.00	3.20%
11	3555	33,648.31	1,095.69	3.26%
11	5810	757,755.39	18,581.39	2.45%
11	6391	1,739,582.85	56,697.36	3.26%
11	9010	2,214,133.31	10,705.00	0.48%
12	5025	849,034.00	27,678.00	3.26%
12	5050	43,867.00	1,430.00	3.26%
12	5058	18,799.01	613.01	3.26%
12	5059	241,139.00	7,861.00	3.26%
12	5066	498,984.69	16,261.31	3.26%
12	5160	146,924.70	4,790.00	3.26%
12	5210	6,826,640.26	222,403.59	3.26%
12	6052	14,526.00	474.00	3.26%
12	6105	8,927,080.47	259,045.24	2.90%
12	6127	603,301.77	19,599.23	3.25%
12	6160	21,689.00	707.00	3.26%
12	7810	1,226,467.00	39,983.00	3.26%
12	9010	738,208.50	19,972.58	2.71%
13	5310	21,049,518.49	654,620.23	3.11%
13	5320	791,920.20	1,000.00	0.13%
13	5330	422,213.31	11,698.95	2.77%
13	9010	48,345.83	1,332.87	2.76%

Budget, July 1
2023-24 Estimated Actuals
LOTTERY REPORT
Revenues, Expenditures and
Ending Balances - All Funds

Description	Object Codes	Lottery: Unrestricted (Resource 1100)	Transferred to Other Resources for Expenditure	Lottery: Instructional Materials (Resource 6300)*	Totals
A. AMOUNT AVAILABLE FOR THIS FISCAL YEAR					
1. Adjusted Beginning Fund Balance	9791-9795	0.00		5,629,026.17	5,629,026.17
2. State Lottery Revenue	8560	6,430,929.22		2,540,410.80	8,971,340.02
3. Other Local Revenue	8600-8799	0.00		0.00	0.00
4. Transfers from Funds of Lapsed/Reorganized Districts	8965	0.00		0.00	0.00
5. Contributions from Unrestricted Resources (Total must be zero)	8980	0.00			0.00
6. Total Available (Sum Lines A1 through A5)		6,430,929.22	0.00	8,169,436.97	14,600,366.19
B. EXPENDITURES AND OTHER FINANCING USES					
1. Certificated Salaries	1000-1999	5,008,297.00		0.00	5,008,297.00
2. Classified Salaries	2000-2999	0.00		0.00	0.00
3. Employee Benefits	3000-3999	1,130,186.00		0.00	1,130,186.00
4. Books and Supplies	4000-4999	0.00		7,832,955.35	7,832,955.35
5. a. Services and Other Operating Expenditures (Resource 1100)	5000-5999	0.00			0.00
b. Services and Other Operating Expenditures (Resource 6300)	5000-5999, except 5100, 5710, 5800			3,000.00	3,000.00
c. Duplicating Costs for Instructional Materials (Resource 6300)	5100, 5710, 5800			17,422.00	17,422.00
6. Capital Outlay	6000-6999	0.00		0.00	0.00
7. Tuition	7100-7199	0.00			0.00
8. Interagency Transfers Out					
a. To Other Districts, County Offices, and Charter Schools	7211, 7212, 7221, 7222, 7281, 7282	0.00			0.00
b. To JPAs and All Others	7213, 7223, 7283, 7299	0.00			0.00
9. Transfers of Indirect Costs	7300-7399	0.00			0.00
10. Debt Service	7400-7499	0.00			0.00
11. All Other Financing Uses	7630-7699	0.00			0.00
12. Total Expenditures and Other Financing Uses (Sum Lines B1 through B11)		6,138,483.00	0.00	7,853,377.35	13,991,860.35
C. ENDING BALANCE (Must equal Line A6 minus Line B12)	979Z	292,446.22	0.00	316,059.62	608,505.84
D. COMMENTS:					
No amounts budgeted in R6300 under any object 5000 accounts. Error is invalid. Expenditures are related to lottery instructional materials.					

Data from this report will be used to prepare a report to the Legislature as required by Control Section 24.60 of the Budget Act.

*Pursuant to Government Code Section 8880.4(a)(2)(B) and the definition in Education Code Section 60010(h), Resource 6300 funds are to be used for the purchase of instructional materials only. Any amounts in the shaded cells of this column should be reviewed for appropriateness.

Sacramento City Unified School District
2024-25 Adopted Budget

Description	Adopted Budget 2024-25			Projection 2025-26			Projection 2026-27		
	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined
Revenue									
General Purpose	486,482,344	2,688,061	489,170,405	487,662,339	2,688,061	490,350,400	500,538,205	2,688,061	503,226,266
Federal Revenue	-	42,316,186	42,316,186	-	42,316,186	42,316,186	-	42,316,186	42,316,186
State Revenue	17,003,334	113,182,286	130,185,621	17,003,334	113,182,286	130,185,621	17,003,334	113,182,286	130,185,621
Local Revenue	4,145,523	2,302,271	6,447,794	4,145,523	2,302,271	6,447,794	4,145,523	2,302,271	6,447,794
Total Revenue	507,631,201	160,488,805	668,120,006	508,811,196	160,488,805	669,300,001	521,687,062	160,488,805	682,175,867
Expenditures									
Certificated Salaries	214,636,122	89,781,697	304,417,820	211,687,955	84,372,541	296,060,496	217,071,259	85,197,110	302,268,369
Classified Salaries	53,145,775	38,985,852	92,131,627	53,145,775	35,077,410	88,223,186	53,889,816	35,982,542	89,872,358
Benefits	148,187,552	97,337,182	245,524,734	142,660,052	98,321,213	240,981,265	156,583,614	95,972,644	252,556,259
Books and Supplies	9,950,807	16,372,434	26,323,241	9,950,807	16,497,312	26,448,119	9,950,807	16,629,558	26,580,364
Other Services & Oper. Expenses	30,857,149	61,531,435	92,388,584	28,588,283	65,490,007	94,078,291	30,857,149	65,010,541	95,867,690
Capital Outlay	45,000	504,099	549,099	45,000	504,099	549,099	45,000	504,099	549,099
Other Outgo 7xxx	10,535	-	10,535	10,535	-	10,535	10,535	-	10,535
Transfer of Indirect 73xx	(6,377,293)	4,919,791	(1,457,502)	(5,531,484)	4,073,982	(1,457,502)	(6,076,533)	4,619,031	(1,457,502)
Budget Reductions	-	-	-	-	(1,965,672)	(1,965,672)	-	(4,009,563)	(4,009,563)
Total Expenditures	450,455,648	309,432,489	759,888,137	440,556,924	302,370,892	742,927,816	462,331,648	299,905,961	762,237,609
Deficit/Surplus	57,175,554	(148,943,684)	(91,768,131)	68,254,273	(141,882,088)	(73,627,815)	59,355,415	(139,417,157)	(80,061,742)
Other Sources/(uses)	-	-	-	-	-	-	-	-	-
Transfers in/(out)	3,005,447	-	3,005,447	3,005,447	-	3,005,447	3,005,447	-	3,005,447
Contributions to Restricted	(120,159,401)	120,159,401	-	(121,949,984)	121,949,984	-	(139,214,309)	139,214,309	-
Net increase (decrease) in Fund Balance	(59,978,400)	(28,784,283)	(88,762,683)	(50,690,264)	(19,932,104)	(70,622,367)	(76,853,447)	(202,848)	(77,056,295)
Beginning Balance	78,167,099	123,290,428	201,457,527	18,188,699	94,506,144	112,694,844	(32,501,564)	74,574,041	42,072,476
Ending Balance	18,188,699	94,506,144	112,694,844	(32,501,564)	74,574,041	42,072,476	(109,355,011)	74,371,193	(34,983,819)
Revolving/Stores/Prepays	-	-	-	-	-	-	-	-	-
Reserve for Econ Uncertainty	15,137,654	-	15,137,654	14,798,447	-	14,798,447	15,184,643	-	15,184,643
Restricted Programs	-	94,506,144	94,506,144	-	74,574,041	74,574,041	-	74,371,193	74,371,193
Committed	-	-	-	-	-	-	-	-	-
Other Assignments	-	-	-	-	-	-	-	-	-
Unappropriated Fund Balance	3,051,045	-	3,051,045	(47,300,012)	-	(47,300,012)	(124,539,655)	-	(124,539,655)

Sacramento City Unified School District 2024-25 Adopted Budget Cash Flow Projections

2024-25 Cash Flow Projection																		
2024-25	Object	2024-25 Beginning Balance	July 2024	August 2024	September 2024	October 2024	November 2024	December 2024	January 2025	February 2025	March 2025	April 2025	May 2025	June 2025	Accrual Projected	Adjustments	Total Projected	Budget
A. BEGINNING CASH	9110	255,915,175	255,915,175	245,302,944	253,217,589	273,496,427	254,916,471	235,118,087	270,418,125	290,816,488	251,867,077	236,874,138	250,546,817	223,281,209			\$ -	\$ -
B. RECEIPTS																		
LCFF Revenue Sources																		
Principal Apportionment	8010-8019		13,046,675	13,046,675	52,007,195	23,484,015	23,484,015	52,007,195	23,484,015	23,979,658	52,502,839	23,979,658	23,979,658	52,502,839			\$ 377,504,434	\$ 377,504,434
Property Taxes	8020-8079		-	(6)	-	-	187,280	19,678,553	49,587,354	3,805,182	4,108,864	46,384,721	1,023,565	1,272,319			\$ 126,047,832	\$ 126,047,832
Miscellaneous Funds	8080-8099		-	404	(2,010,607)	(827,907)	(910,844)	(973,598)	(229,784)	296	(2,051,388)	(190,779)	379,101	(3,622,476)	(3,944,281)		\$ (14,381,861)	\$ (14,381,861)
Federal Revenues	8100-8299		1,061,178	1,446,151	4,645,316	1,070,352	286,427	3,359,137	733,273	569,008	705,953	3,808,483	731,779	9,181,848	14,717,281		\$ 42,316,186	\$ 42,316,186
Other State Revenues	8300-8599		8,234,532	4,126,289	9,930,212	5,006,344	14,073,028	18,019,026	7,710,258	3,715,615	6,070,377	11,477,702	16,366,030	5,260,164	(1,846,138)	22,042,182	\$ 130,185,621	\$ 130,185,621
Other Local Revenues	8600-8799		867,765	95,276	263,364	189,893	307,829	277,278	587,694	88,114	90,940	1,038,132	147,573	450,414	2,043,524		\$ 6,447,794	\$ 6,447,794
Interfund Transfers In	8910-8929		-	-	-	-	-	-	-	39,364	39,364	51,149	39,364	1,224,028	1,612,176		\$ 3,005,447	\$ 3,005,447
All Other Financing Sources	8930-8979		-	-	-	-	-	-	-	-	-	-	-	-	-		\$ -	\$ -
Undefined Objects																	\$ -	\$ -
TOTAL RECEIPTS			23,210,149	18,714,789	64,835,481	28,922,697	37,427,734	92,367,591	81,872,810	32,197,237	61,466,950	86,549,066	42,667,069	66,269,136	12,582,562	22,042,182	671,125,453	671,125,453
C. DISBURSEMENTS																		
Certificated Salaries	1000-1999		2,069,819	5,442,858	26,483,398	26,969,774	27,616,364	27,952,878	27,752,710	27,033,791	27,754,968	27,423,991	24,858,993	43,040,385	10,017,890		\$ 304,417,820	\$ 304,417,820
Classified Salaries	2000-2999		3,533,728	5,128,791	6,834,589	6,845,612	6,761,782	7,449,084	6,946,750	6,456,235	7,560,522	6,482,469	8,661,679	15,801,036	3,669,349		\$ 92,131,627	\$ 92,131,627
Employee Benefits	3000-3999		3,351,394	5,157,450	19,059,697	19,036,011	19,139,511	19,534,058	19,250,245	20,054,223	20,322,371	20,130,215	18,962,426	22,874,491	16,610,459	22,042,182	\$ 245,524,734	\$ 245,524,734
Books and Supplies	4000-4999		54,918	142,509	1,469,667	719,161	618,943	620,827	1,811,804	929,912	703,735	1,929,912	1,729,179	2,889,615	12,703,058		\$ 26,323,241	\$ 26,323,241
Services	5000-5999		719,214	2,110,164	3,771,308	4,103,233	3,705,972	6,774,312	5,852,747	5,170,556	8,792,082	5,310,754	6,794,910	16,535,248	22,748,084		\$ 92,388,584	\$ 92,388,584
Capital Outlay	6000-6599		4,546	11,413	10,926	33,828	11,105	17,478	23,210	29,339	53,077	16,448	65,539	75,157	197,035		\$ 549,099	\$ 549,099
Other Outgo	7000-7499		(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(0)		\$ (1,446,967)	\$ (1,446,967)
Interfund Transfers Out	7600-7629		-	-	-	-	-	-	-	-	-	-	-	-	-		\$ -	\$ -
All Other Financing Uses	7630-7699		-	-	-	-	-	-	-	-	-	-	-	-	-		\$ -	\$ -
TOTAL DISBURSEMENTS			9,613,040	17,872,605	57,509,005	57,587,038	57,733,096	62,228,057	61,516,885	59,553,476	65,066,173	61,173,210	60,952,145	101,095,351	65,945,875	22,042,182	759,888,137	759,888,137
D. BALANCE SHEET ITEMS																		
Assets and Deferred Outflows																		
Cash Not In Treasury	9111-9199	150,000	5,387	4,533	(4,367)	(923)	(4,526)	25,863	(27,718)	59,407	7,956	75,180	-	9,208			\$ 150,000	
Accounts Receivable	9200-9299	47,342,909	2,405,368	10,597,439	15,012,145	12,937,359	463,948	1,296,460	232,762	5,062,340	5,139,430	4,630,335	282,028	(10,716,705)			\$ 47,342,909	
Due From Other Funds	9310	-	-	-	-	-	-	-	-	-	-	-	-	-			\$ -	
Stores	9320	103,810	-	355	277	21	-	45	-	9,405	9,437	9,426	(50)	74,894			\$ 103,810	
Prepaid Expenditures	9330	36,282	36,282	-	-	-	-	-	-	-	-	-	-	-			\$ 36,282	
Other Current Assets	9340	-	-	-	-	-	-	-	-	-	-	-	-	-			\$ -	
Deferred Outflows of Resources	9490	-	-	-	-	-	-	-	-	-	-	-	-	-			\$ -	
Undefined Objects																	\$ -	
SUBTOTAL ASSETS		47,633,002	2,447,038	10,602,327	15,008,056	12,936,457	459,423	1,322,369	205,044	5,131,152	5,156,822	4,714,941	281,978	(10,632,604)			47,633,002	
Liabilities and Deferred Inflows																		
Accounts Payable	9500-9599	(85,861,826)	(26,656,377)	(3,529,866)	(2,055,694)	(2,852,072)	47,556	3,838,134	(162,605)	(16,724,323)	(16,550,538)	(16,418,118)	(9,262,511)	4,464,590			\$ (85,861,826)	
Due To Other Funds	9610	-	-	-	-	-	-	-	-	-	-	-	-	-			\$ -	
Current Loans	9640	-	-	-	-	-	-	-	-	-	-	-	-	-			\$ -	
Unearned Revenues	9650	-	-	-	-	-	-	-	-	-	-	-	-	-			\$ -	
Deferred Inflows of Resources	9690	-	-	-	-	-	-	-	-	-	-	-	-	-			\$ -	
Undefined Objects																	\$ -	
SUBTOTAL LIABILITIES		(85,861,826)	(26,656,377)	(3,529,866)	(2,055,694)	(2,852,072)	47,556	3,838,134	(162,605)	(16,724,323)	(16,550,538)	(16,418,118)	(9,262,511)	4,464,590			(85,861,826)	
Nonoperating																		
Suspense Clearing	9910																\$ -	
TOTAL BALANCE SHEET ITEMS		(38,228,824)	(24,209,339)	7,072,461	12,952,362	10,084,385	506,978	5,160,503	42,439	(11,593,172)	(11,393,716)	(11,703,177)	(8,980,533)	(6,168,014)			(38,228,824)	
E. NET INCREASE/DECREASE B - C + D		(38,228,824)	(10,612,230)	7,914,645	20,278,838	(18,579,956)	(19,798,383)	35,300,037	20,398,363	(38,949,410)	(14,992,940)	13,672,679	(27,265,609)	(40,994,229)	(53,363,313)		(126,991,508)	\$ (88,762,684)
F. ENDING CASH (A + E)		217,686,351	245,302,944	253,217,589	273,496,427	254,916,471	235,118,087	270,418,125	290,816,488	251,867,077	236,874,138	250,546,817	223,281,209	182,286,979				
G. Ending Cash, Plus Cash Accruals and Adjustments																	\$ 128,923,667	

Sacramento City Unified School District 2024-25 Adopted Budget Cash Flow Projections

2025-26 Cash Flow Projection																			
2025-26	Object	2025-26 Beginning Balance	July 2025	August 2025	September 2025	October 2025	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026	May 2026	June 2026	Accrual Projected	Adjustments	Total Projected	Budget	
A. BEGINNING CASH	9110	182,286,979	182,286,979	176,943,006	187,799,979	210,607,055	195,967,938	174,727,152	208,621,034	234,535,784	197,786,368	183,673,917	203,554,749	178,598,815			\$ -	\$ -	
B. RECEIPTS																			
LCFF Revenue Sources																			
Principal Apportionment	8010-8019		12,661,455	12,661,455	50,391,224	22,790,618	22,790,618	50,391,224	22,790,618	22,790,618	50,391,224	22,790,618	22,790,618	50,391,224			\$ -	\$ 363,631,514	\$ 363,631,514
Property Taxes	8020-8079		-	(7)	-	-	209,645	22,028,610	55,509,187	4,259,605	4,599,554	51,924,089	1,145,801	1,424,262			\$ -	\$ 141,100,747	\$ 141,100,747
Miscellaneous Funds	8080-8099		-	404	(2,010,607)	(827,907)	(910,844)	(973,598)	(229,784)	296	(2,051,388)	(190,779)	379,101	(3,622,476)			\$ -	\$ (14,381,861)	\$ (14,381,861)
Federal Revenues	8100-8299		1,061,178	1,446,151	4,645,316	1,070,352	286,427	3,359,137	733,273	569,008	705,953	3,808,483	731,779	9,181,848			\$ -	\$ 42,316,186	\$ 42,316,186
Other State Revenues	8300-8599		6,840,315	3,427,653	8,248,893	4,158,703	11,690,274	14,968,161	6,404,808	3,086,511	5,042,581	9,534,372	16,366,030	5,260,164			\$ 22,042,182	\$ 130,185,621	\$ 130,185,621
Other Local Revenues	8600-8799		867,765	95,276	263,364	189,893	307,829	277,278	587,694	88,114	90,940	1,038,132	147,573	2,220,561			\$ -	\$ 6,447,794	\$ 6,447,794
Interfund Transfers In	8910-8929		-	-	-	-	-	-	-	39,364	39,364	51,149	39,364	1,224,028			\$ -	\$ 3,005,447	\$ 3,005,447
All Other Financing Sources	8930-8979		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	\$ -
Undefined Objects			-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	\$ -
TOTAL RECEIPTS			21,430,712	17,630,931	61,538,191	27,381,659	34,373,950	90,500,812	85,795,796	30,833,517	58,818,228	88,956,065	41,600,266	64,132,427	27,720,712	22,042,182	672,305,448	672,305,448	
C. DISBURSEMENTS																			
Certificated Salaries	1000-1999		2,009,486	5,284,204	25,711,433	26,183,632	26,811,374	27,138,080	26,943,746	26,245,783	26,945,938	26,624,609	24,134,378	41,785,800	10,242,032		\$ -	\$ 296,060,496	\$ 296,060,496
Classified Salaries	2000-2999		3,378,207	4,903,070	6,533,795	6,544,333	6,464,192	7,121,246	6,641,020	6,172,092	7,227,779	6,197,172	8,280,473	15,105,623	3,654,184		\$ -	\$ 88,223,186	\$ 88,223,186
Employee Benefits	3000-3999		3,269,797	5,031,880	18,595,645	18,572,536	18,673,516	19,058,457	18,781,553	19,565,957	19,827,576	19,640,099	18,500,742	22,317,559	17,103,767	22,042,182	\$ -	\$ 240,981,265	\$ 240,981,265
Books and Supplies	4000-4999		55,179	143,185	1,476,640	722,572	621,879	623,772	1,820,399	934,324	707,073	1,939,068	1,737,383	2,903,324	12,763,322		\$ -	\$ 26,448,119	\$ 26,448,119
Services	5000-5999		732,368	2,148,757	3,840,282	4,178,277	3,773,751	6,898,208	5,959,789	5,265,121	8,952,882	5,407,883	6,919,183	16,837,663	23,164,127		\$ -	\$ 94,078,291	\$ 94,078,291
Capital Outlay	6000-6599		4,546	11,413	10,926	33,828	11,105	17,478	23,210	29,339	53,077	16,448	65,539	75,156	197,035		\$ -	\$ 549,099	\$ 549,099
Other Outgo	7000-7499		(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(0)		\$ -	\$ (1,446,967)	\$ (1,446,967)
Interfund Transfers Out	7600-7629		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	\$ -
All Other Financing Uses	7630-7699		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	\$ -
TOTAL DISBURSEMENTS			9,329,002	17,401,929	56,048,140	56,114,598	56,235,236	60,736,659	60,049,136	58,092,035	63,593,743	59,704,698	59,517,117	98,904,545	67,124,466	22,042,182	744,893,487	744,893,487	
D. BALANCE SHEET ITEMS																			
Assets and Deferred Outflows																			
Cash Not In Treasury	9111-9199		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	
Accounts Receivable	9200-9299	12,582,562	3,027,654	13,339,072	18,895,894	16,284,346	583,975	1,631,864	292,979	(15,069)	5,419	(129,885)	74,956	1,335,028	(42,743,671)		\$ 12,582,562	\$ 12,582,562	
Due From Other Funds	9310		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	
Stores	9320		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	
Prepaid Expenditures	9330		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	
Other Current Assets	9340		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	
Deferred Outflows of Resources	9490		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	
Undefined Objects			-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	
SUBTOTAL ASSETS		12,582,562	3,027,654	13,339,072	18,895,894	16,284,346	583,975	1,631,864	292,979	(15,069)	5,419	(129,885)	74,956	1,335,028	(42,743,671)		12,582,562	12,582,562	
Liabilities and Deferred Inflows																			
Accounts Payable	9500-9599	(65,945,875)	(20,473,337)	(2,711,102)	(1,578,869)	(2,190,524)	36,525	2,947,866	(124,888)	(9,475,829)	(9,342,354)	(9,240,649)	(7,114,039)	(6,678,674)			\$ (65,945,875)	\$ (65,945,875)	
Due To Other Funds	9610		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	
Current Loans	9640		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	
Unearned Revenues	9650		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	
Deferred Inflows of Resources	9690		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	
Undefined Objects			-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	
SUBTOTAL LIABILITIES		(65,945,875)	(20,473,337)	(2,711,102)	(1,578,869)	(2,190,524)	36,525	2,947,866	(124,888)	(9,475,829)	(9,342,354)	(9,240,649)	(7,114,039)	(6,678,674)			\$ (65,945,875)	\$ (65,945,875)	
Nonoperating																			
Suspense Clearing	9910		-	-	-	-	-	-	-	-	-	-	-	-			\$ -	\$ -	
TOTAL BALANCE SHEET ITEMS		(53,363,313)	(17,445,683)	10,627,970	17,317,025	14,093,822	620,500	4,579,729	168,091	(9,490,898)	(9,336,935)	(9,370,535)	(7,039,083)	(5,343,646)	(42,743,671)		(53,363,313)	(53,363,313)	
E. NET INCREASE/DECREASE B - C + D		(53,363,313)	(5,343,974)	10,856,973	22,807,076	(14,639,117)	(21,240,786)	33,893,882	25,914,750	(36,749,416)	(14,112,450)	19,880,832	(24,955,934)	(40,115,764)	(82,147,424)		(125,951,352)	\$ (72,588,039)	
F. ENDING CASH (A + E)			176,943,006	187,799,979	210,607,055	195,967,938	174,727,152	208,621,034	234,535,784	197,786,368	183,673,917	203,554,749	178,598,815	138,483,051			\$ 56,335,627	\$ 56,335,627	
G. Ending Cash, Plus Cash Accruals and Adjustments																	\$ 56,335,627	\$ 56,335,627	

Sacramento City Unified School District 2024-25 Adopted Budget Cash Flow Projections

2026-27 Cash Flow Projection																			
2026-27	Object	2026-27 Beginning Balance	July 2026	August 2026	September 2026	October 2026	November 2026	December 2026	January 2027	February 2027	March 2027	April 2027	May 2027	June 2027	Accrual Projected	Adjustments	Total Projected	Budget	
A. BEGINNING CASH	9110	138,483,051	138,483,051	128,761,427	122,440,156	120,127,892	83,548,406	60,074,194	92,254,115	120,821,968	82,720,430	67,191,386	89,907,132	63,200,063			\$ -	\$ -	
B. RECEIPTS																			
LCF Revenue Sources																			
Principal Apportionment	8010-8019		12,706,979	12,706,979	50,540,544	22,872,562	22,872,562	50,540,544	22,872,562	22,872,562	50,540,544	22,872,562	22,872,562	50,540,544	-	-	\$ 364,811,509	\$ 364,811,509	
Property Taxes	8020-8079		-	(8)	-	-	227,022	23,854,567	60,110,356	4,612,685	4,980,812	56,228,088	1,240,777	1,542,320	-	-	\$ 152,796,618	\$ 152,796,618	
Miscellaneous Funds	8080-8099		-	404	(2,010,607)	(827,907)	(910,844)	(973,598)	(229,784)	296	(2,051,388)	(190,779)	379,101	(3,622,476)	(3,944,281)	-	\$ (14,381,861)	\$ (14,381,861)	
Federal Revenues	8100-8299		1,061,178	1,446,151	4,645,316	1,070,352	286,427	3,359,137	733,273	569,008	705,953	3,808,483	731,779	9,181,848	14,717,281	-	\$ 42,316,186	\$ 42,316,186	
Other State Revenues	8300-8599		6,840,315	3,427,653	8,248,893	4,158,703	11,690,274	14,968,161	6,404,808	3,086,511	5,042,581	9,534,372	16,366,030	5,260,164	13,114,975	22,042,182	\$ 130,185,621	\$ 130,185,621	
Other Local Revenues	8600-8799		867,765	95,276	263,364	-	189,893	307,829	277,278	587,694	88,114	90,940	1,038,132	147,573	273,377	2,220,561	-	\$ 6,447,794	\$ 6,447,794
Interfund Transfers In	8910-8929		-	-	-	-	-	-	-	-	39,364	39,364	51,149	39,364	1,224,028	1,612,176	-	\$ 3,005,447	\$ 3,005,447
All Other Financing Sources	8930-8979		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -
Undefined Objects																		\$ -	\$ -
TOTAL RECEIPTS			21,476,236	17,676,455	61,687,511	27,463,603	34,473,271	92,026,089	90,478,908	31,268,541	59,348,807	93,342,008	41,777,186	64,399,805	27,720,712	22,042,182	685,181,314	685,181,314	
C. DISBURSEMENTS																			
Certificated Salaries	1000-1999		2,055,205	5,404,427	26,296,402	26,779,344	27,421,368	27,755,507	27,556,752	26,842,910	27,558,994	27,230,354	24,683,467	42,736,483	9,947,155	-	\$ 302,268,369	\$ 302,268,369	
Classified Salaries	2000-2999		3,447,074	5,003,022	6,666,990	6,677,743	6,595,968	7,266,416	6,776,401	6,297,914	6,375,121	6,323,505	8,449,275	15,413,560	3,579,368	-	\$ 89,872,358	\$ 89,872,358	
Employee Benefits	3000-3999		3,407,349	5,243,558	19,377,916	19,353,834	19,459,062	19,860,196	19,571,644	20,389,046	20,661,670	20,466,307	19,279,020	23,256,401	20,188,072	22,042,182	\$ 252,556,259	\$ 252,556,259	
Books and Supplies	4000-4999		55,455	143,901	1,484,023	726,185	624,988	626,891	1,829,502	938,995	710,609	1,948,764	1,746,070	2,917,841	12,827,141	-	\$ 26,580,364	\$ 26,580,364	
Services	5000-5999		746,298	2,189,627	3,913,325	4,257,749	3,845,529	7,029,414	6,073,146	5,365,265	9,123,169	5,510,743	7,050,788	17,157,921	23,604,716	-	\$ 95,867,690	\$ 95,867,690	
Capital Outlay	6000-6599		4,546	11,413	33,828	11,105	11,105	17,478	23,210	29,339	53,077	16,448	65,539	75,156	197,025	-	\$ 549,099	\$ 549,099	
Other Outgo	7000-7499		(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(120,581)	(0)	-	\$ (1,446,967)	\$ (1,446,967)	
Interfund Transfers Out	7600-7629		-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	
All Other Financing Uses	7630-7699		-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	
TOTAL DISBURSEMENTS			9,595,345	17,875,368	57,629,001	57,708,104	57,837,441	62,435,322	61,710,074	59,742,888	65,362,059	61,375,540	61,153,579	101,436,781	70,343,488	22,042,182	766,247,172	766,247,172	
D. BALANCE SHEET ITEMS																			
Assets and Deferred Outflows																			
Cash Not In Treasury	9111-9199		-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	
Accounts Receivable	9200-9299		(15,022,958)	(763,277)	(3,362,803)	(4,763,688)	(4,105,312)	(147,221)	(411,396)	(73,860)	17,992	(6,470)	155,077	(89,494)	(1,593,958)	121,452	\$ (15,022,958)	\$ -	
Due From Other Funds	9310		-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	
Stores	9320		-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	
Prepaid Expenditures	9330		-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	
Other Current Assets	9340		-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	
Deferred Outflows of Resources	9490		-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	
Undefined Objects																	\$ -	\$ -	
SUBTOTAL ASSETS			(15,022,958)	(763,277)	(3,362,803)	(4,763,688)	(4,105,312)	(147,221)	(411,396)	(73,860)	17,992	(6,470)	155,077	(89,494)	(1,593,958)	121,452	(15,022,958)	\$ -	
Liabilities and Deferred Inflows																			
Accounts Payable	9500-9599		(67,124,466)	(20,839,239)	(2,759,555)	(1,607,086)	(2,229,673)	37,178	3,000,550	(127,120)	(9,645,182)	(9,509,322)	(9,405,799)	(7,241,182)	(6,798,036)	-	\$ (67,124,466)	\$ -	
Due To Other Funds	9610		-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	
Current Loans	9640		-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	
Unearned Revenues	9650		-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	
Deferred Inflows of Resources	9690		-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	
Undefined Objects																	\$ -	\$ -	
SUBTOTAL LIABILITIES			(67,124,466)	(20,839,239)	(2,759,555)	(1,607,086)	(2,229,673)	37,178	3,000,550	(127,120)	(9,645,182)	(9,509,322)	(9,405,799)	(7,241,182)	(6,798,036)	-	(67,124,466)	\$ -	
Nonoperating																			
Suspense Clearing	9910		-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	
TOTAL BALANCE SHEET ITEMS			(82,147,424)	(21,602,516)	(6,122,358)	(6,370,774)	(6,334,985)	(110,043)	2,589,154	(200,981)	(9,627,190)	(9,515,792)	(9,250,722)	(7,330,676)	(8,391,994)	121,452	(82,147,424)	\$ -	
E. NET INCREASE/DECREASE B - C + D			(82,147,424)	(9,721,625)	(6,312,270)	(2,312,264)	(36,579,486)	(23,474,213)	32,179,921	28,567,853	(38,101,538)	(15,529,044)	22,715,745	(26,707,068)	(45,428,971)	(42,501,323)	-	(163,213,282)	\$ (81,065,858)
F. ENDING CASH (A + E)			128,761,427	122,440,156	120,127,892	83,548,406	60,074,194	92,254,115	120,821,968	82,720,430	67,191,386	89,907,132	63,200,063	17,771,093					
G. Ending Cash, Plus Cash Accruals and Adjustments																	\$ (24,730,231)		

Sacramento City Unified School District

Budget Right-Sizing Plan

2024-25 through 2026-27

June 20, 2024

Introduction

The Sacramento City Unified School District recognizes the importance of maintaining financial stability while delivering quality education to our students. In response to evolving economic conditions, recent investments in staffing and compensation, and ongoing academic needs, we have developed a comprehensive three-year budget right-sizing plan to address concerns forecasted in the multi-year projection. In taking action now, this plan aims to ensure fiscal responsibility, maximize resources, and enhance educational outcomes for all students within our district.

Year 1: Assessing Financial Landscape and Prioritizing Investments

In the first year of our budget right-sizing plan, 2024-25, our primary focus will be continuing a thorough assessment of our financial landscape and implementing improved processes for accuracy and transparency. This involves analyzing the utilization of revenue streams, expenditure patterns, and existing budget allocations. Additionally, staff will train on procedures, review/improve internal controls, and re-design the budget development process for 2025-26. All elements of this assessment will respect the priorities established by stakeholders, including staff, parents, and community members, through the Local Control Accountability Plan (LCAP) development process.

Based on LCAP goals, we will prioritize investments that directly support student learning and well-being. This may include funds for updated instructional materials, technology equipment, and professional development opportunities for teachers. At the same time, we will identify areas where cost savings can be achieved through efficiency measures, such as streamlining administrative processes and optimizing resource utilization.

Year 2: Implementing Strategic Budget Adjustments

In the second year of our plan, 2025-26, we will implement strategic budget adjustments informed by the findings of our assessment and defined through the re-scoped budget development process. This will include a recalibration of staffing allocations and vacancy calculations, redirecting funds from administrative overhead, and realizing efficiencies in the provision of Special Education services to manage the annual contribution.

Furthermore, we will continue to explore opportunities for revenue diversification and cost containment to ensure long-term financial sustainability. This may include pursuing grants, partnerships, and alternative funding sources, as well as implementing cost-saving measures such as energy efficiency upgrades and reducing the habit of unbudgeted expenditures. Without question, we need to improve our average daily attendance (ADA) for the benefit of student achievement as well as increased resources.

Year 3: Continuing the Right-Sizing Cycle

The third year of our plan, 2026-27, will focus on continuing the progress of our initiatives and making adjustments as needed because the cycle of right-sizing is ongoing. This will involve monitoring and evaluation of budget performance, alongside student outcomes and stakeholder feedback, to ensure that our investments are yielding desired results.

Additionally, we will remain vigilant to emerging financial trends and external factors that may impact our budgetary decisions. By maintaining flexibility and adaptability, we will be better positioned to respond effectively to changing circumstances and continue delivering high-quality education to our students.

Preliminary Adjustment Projections:

Increase Revenues

Item	2024-25	2025-26	2026-27
LCFF COLA Adjustment	\$2.2M	\$2.2M	\$2.2M
ADA Increase			
Leases / Civic Permits	\$0.1M	\$0.2M	\$0.3M
Restricted and Grants	\$10M	\$15M	\$10M
Penalty Recovery	\$48M		
Total Revenue	\$60.3M	\$17.4M	\$12.5M

Decrease Expenditures (Non-Staff)

Item	2024-25	2025-26	2026-27
Unbudgeted Expenditures			
Reduce Contracted Services	\$5M	\$25M	\$35M
Reduce Supplies	\$0.25M	\$1.25M	\$2M
Stabilize SPED Contribution			\$10M
Compliance (Fines, Penalties, Audit Findings)			
Food / Travel			
Subtotal	\$5.25M	\$26.25M	\$47M

Decrease Expenditures (Non-Staff)

Item	2024-25	2025-26	2026-27
Solar		\$0.3M	\$0.75M
Every Little Bit Helps			
OPEB (Determine at UA)	\$3M	\$3M	\$3M
Subtotal	\$3M	\$3.3M	\$3.75M
Subtotal Prior Table	\$5.25M	\$26.25M	\$47M
Total Non-Staff Expenditures	\$8.25M	\$29.55M	\$50.75M

Decrease Expenditures (Staff)

Item	2024-25	2025-26	2026-27
Budget Development FTE Calibration		\$2M	\$3.5M
Position Budgeting Calculations	\$2M	\$2.5M	\$2.5M
One-time FTE		\$1M	
Position Control HRA and Contracts Processes	\$1M	\$1.75M	\$2.5M
Total Staff Expenditures	\$3M	\$7.25M	\$8.5M

Item	2024-25	2025-26	2026-27
Total Revenues	\$60.3M	\$17.4M	\$12.5M
Total Non-Staff Expenditures	\$8.25M	\$29.55M	\$50.75M
Total Staff Expenditures	\$3M	\$7.25M	\$8.5M
Total Recommendations	\$71.55M	\$54.2M	\$71.75M

Every little bit helps (decrease non-staff expenditures) is the concept that through a social commitment to use less whenever possible, the small things can add up and off-set the need for more sweeping budget adjustments. Areas include: cellular phones and telephones; copier and paper use; legal costs; utilities (lights, water, HVAC); insurance referrals; and renegotiating the costs of service contracts.

Conclusion:

The Sacramento City Unified School District is committed to both responsible stewardship of financial resources and continuous improvement in educational outcomes. As of 2024-25 adopted budget, the District is projected to maintain a positive cash flow in all three years (current and two subsequent) and satisfy the 2% reserve for economic uncertainties in 2024-25. However, due to projected deficit spending and declining COLA, the projected negative unrestricted ending fund balance in 2025-26 and 2026-27 indicates the district will likely not satisfy the 2% reserve requirement without adjustments.

While this is the current reality, we acknowledge that we can do the work needed to right-size our budget to ensure SCUSD meets minimum requirements necessary for maintaining local control. It is on us, all of us in the SCUSD community, to commit to making the adjustments needed.

Through our three-year budget right-sizing plan, as outlined above, we will optimize resource allocation, prioritize investments in student success, and ensure the long-term financial health of our district through needed adjustments to both revenues and expenditures. Though straight-forward in concept, the implementation will feel hard at times. We acknowledge the intent is to be minimally disruptive to programs and classrooms and to preserve positions and minimize staffing reductions, but there will be impacts. There will be choices. There will be difficult decisions and conversations.

As a community, we accept this challenge because we know that our budget works on small margins. It is our responsibility to balance fiscal discipline while also investing dollars in outcomes and opportunities for students, utilizing all of our resources.

These recommendations are meant to be thoughtful, inclusive, and considerate of student programs because a knee jerk reaction of heavy cuts, that are not well thought out, would be damaging to our programs and culture. We value our people. By working collaboratively with stakeholders on the adjustments ahead, while maintaining a focus on our mission of providing a world-class education for all students, we will lay the foundation for a stable future for SCUSD.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1a

Meeting Date: June 20, 2024

Subject: Approval/Ratification of Grants, Entitlements, and Other Income Agreements
Approval/Ratification of Other Agreements
Approval of Bid Awards
Approval of Declared Surplus Materials and Equipment
Change Notices
Notices of Completion

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Business Services

Recommendation: Recommend approval of items submitted.

Background/Rationale:

Financial Considerations: See attached.

LCAP Goal(s): College, Career and Life Ready Graduates; Safe, Emotionally Healthy, Engaged Students; Family and Community Empowerment; Operational Excellence

Documents Attached:

1. Grants, Entitlements, and Other Income Agreements
2. Expenditure and Other Agreements
3. Approval of Declared Surplus Materials and Equipment
4. Change Notices – Facilities Projects

Estimated Time of Presentation: N/A

Submitted by: Janea Marking, Chief Business Officer
Tina Alvarez Bevens, Contract Analyst

Approved by: Lisa Allen, Superintendent

GRANTS, ENTITLEMENTS AND OTHER INCOME AGREEMENTS – REVENUE

<u>Contractor</u>	<u>New Grant</u>	<u>Amount</u>
<u>SPECIAL EDUCATION DEPARTMENT</u>		
Tehama County Dept of Education and Ventura County Office of Education A24-00126	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, received grant in 2023	\$4,500 No Match
Period: 7/1/23 – 6/30/24 Description: SELPAs receiving ADR funds through IDEA, Part B; Pathways to Partnerships for additional SERL Grant Funds Allocated.		

<u>A WARREN MCCLASKEY</u>		
California Department of Education A24-00019-1	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, received grant in 2023	\$5,810 Amend No. 1 Total: \$194,416
Period: 7/1/23 – 6/30/24 Description: Workforce innovation and Opportunity Act, Title II: Adult Education and Family Literacy Act, Public Law 113-128, Section 225, Section 231, and Section 243 for the A. Warren McClaskey Adult Center and Charles A. Jones Skill Center. This grant program has been amended to revise the funding amount.		

<u>CHILD DEVELOPMENT DEPARTMENT</u>		
First 5 Sacramento Commission A24-00128	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	\$84,000/YR 1 of 3 Total \$252,000
Period: 7/1/24 - 6/30/27 Description: Services at Hiram Johnson High School Family Center. Designed to offer families of children 0-5 years old the supports they are seeking, as expressed in multiple focus groups of parents who helped design the implementation plan for this strategy of the COMMISSION's 2024-27 Strategic Plan.		

EXPENDITURE AND OTHER AGREEMENTS

Restricted Funds

YOUTH DEVELOPMENT

Expanded Learning Program 2023/24 6/26/23 – 8/19/24: One provider will develop, maintain and sustain expanded learning programming for the 2023/24 school year. All services will be provided in-person subject to federal, state, and local health and safety regulations pertaining to COVID-19. Site-specific services are included in the attached contract. Expanded Learning provider is selected through a Request for Qualification process that includes evaluation by the site and Youth Development. Provider is required to meet enrollment and attendance targets and utilize the Youth Development Quality Assurance tool or a Self-Assessment tool as the monitoring and evaluation device on a monthly basis.

New Contract:
 Yes
 No

2023/24 Expanded Learning Contract	
Leaders of Tomorrow, SA24-00835 Sites served: Father Keith B. Kenny, Isador Cohen, and John Sloat	\$188,160 ASES and ELOP Funds

<u>Contractor</u>	<u>Description</u>	<u>Amount</u>
Office Depot CH24-00471	6/06/24-8/24/24: Ratification approval request for supplies and materials to support Summer Matters 2024 Program implementation.	\$210,000 Expanded Learning Opportunities Program Funds
New Contract:		
<input checked="" type="checkbox"/> Yes		
<input type="checkbox"/> No		
Amplify Education, Inc. R24-05769	6/06/24: Ratification approval request for grades K-8 science curriculum and academic intervention for Summer Matters 2024 Program.	\$173,931 Expanded Learning Opportunities Program Funds
New Contract:		
<input checked="" type="checkbox"/> Yes		
<input type="checkbox"/> No		

SPECIAL EDUCATION DEPARTMENT

Lake Mary Center S24-00118	6/1/24-6/30/24: SCUSD is seeking approval to contract with Lake Mary Center to provide residential and educational services for students with this level of designated support as identified in a student's Individualized Education Plan (IEP). Lake Mary is a certified Non-Public School located in Paola, Kansas.	\$191,580 Special Education Funds
New Contract:		
<input checked="" type="checkbox"/> Yes		
<input type="checkbox"/> No		
New Directions Solutions LLC dba ProCare Therapy S25-00047	7/1/24-6/30/25: ProCare works with Sacramento City USD Special Education Department to provide Instructional Supports services for 30 different classrooms for a variety of sites. These are classroom aide positions that have been unfilled during the recruitment process for extended school year.	\$360,000 Special Education Funds
New Contract:		
<input checked="" type="checkbox"/> Yes		
<input type="checkbox"/> No		

NUTRITION SERVICES DEPARTMENT

<p>Producer's Dairy Foods</p> <p>Elk Grove USD Piggyback Contract #780-23/24</p> <p>New Contract: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>7/1/24-6/30/25: One-year contract with Producer's Dairy for fresh milk and dairy products with option to renew for two (2) additional years if agreed by both parties and original contract is extended. Purchasing Services finds it in the best interest of the District to utilize the Elk Grove Unified School District's dairy contract #780-23/24, pursuant to Public Contract Code §20118, which allows school districts to piggyback on awards if compliant to the specifications set forth in the contract. Title 2, Code of Federal Regulations §200.18(e) allows efforts to promote cost-effective use of shared Agreements where appropriate for procurement or use of common or shared goods and services.</p>	<p>\$1,099,993 Child Nutrition Funds</p>
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Items to be purchased under this contract are:

<u>Description</u>	<u>Approximate Annual Usage</u>	<u>Unit Cost</u>
Milk, 1% low fat (8 oz.)	3,000,000 units	\$0.3198
Milk, fat free (8 oz.)	350,000 units	\$0.2809
Milk, fat/lactose free (8 oz.)	60,000 units	\$0.8609
Milk, chocolate fat free (8 oz.)	2,000 units	\$03120

Unrestricted Funds

<u>Contractor</u>	<u>Description</u>	<u>Amount</u>
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STRATEGY AND CONTINUOUS IMPROVEMENT DEPARTMENT

<p>Renaissance Learning Inc. R25-00393</p> <p>New Contract: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	<p>7/1/24 – 6/30/27: Renewal of student assessment system; includes item bank for 2024-25, 2025-26 and 2026-27 school years, per three-year Software Services Agreement dated April 19, 2024.</p> <p>Illuminate Education is an online standards based assessment creation and administration solution providing instant scoring, formative feedback, and interactive reporting. The Illuminate Education platform enhances the District's ability to analyze trends, use data to shape curriculum and instruction, and create assessments that provide immediate feedback on student progress. Illuminate Education was recently acquired by Renaissance Learning which is the reason for the name change of the parent company on the contract.</p>	<p>\$308,174 General Funds</p>
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<u>Contractor</u>	<u>Description</u>	<u>Amount</u>
<u>DEPUTY SUPERINTENDENT</u>		
Epoch Education SA25-00083	7/1/24 – 6/30/25: Renewal of coaching support series for District staff focusing in areas of anti-bias, anti-racist, compassionate dialogue, and strategic collaboration for cross department alignment.	\$779,700 General Funds
New Contract:		
<input type="checkbox"/> Yes		
<input checked="" type="checkbox"/> No		

APPROVAL OF DECLARED SURPLUS MATERIALS AND EQUIPMENT

<u>SITE/DEPT</u>	<u>ITEM</u>
Rosemont H.S. Capital City School David Lubin E.S. Albert Einstein M.S. Elder Creek E.S. Pony Express E.S. Fr. Keith B. Kenny E.S. Alice Birney K-8 The Met Sacramento Health Professions H.S. Technology Services	BACKGROUND: The Education Code regulates the procedures by which a school district can dispose of personal property. Education Code section 17546 provides that the governing board may, by unanimous vote, dispose of items valued at \$2,500 or less by private sale without advertising, by selling the items at public auction, or if the board finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed of in the local public dump. The District has held previous auctions, but they have generally cost more than they have netted for the District.

STATUS: The District has determined these items are not repairable nor usable.

<u>ITEMS</u>	
(1,203 ea.) Chromebooks (199 ea.) Laptops (21 ea.) Desktop Computers (40 ea.) Monitors (5 ea.) Printer (7 ea.) Projectors (217 ea.) Misc.	RECOMMENDATION: It is recommended that the Board of Education approve the salvage of the listed items per Education Code section 17546

<u>TOTAL VALUE</u>
\$0.00

<u>DISPOSAL METHOD</u>
e-Waste

CHANGE NOTICES – FACILITIES PROJECTS

The following change notice is submitted for approval.

Project: Bret Harte Playground

Recommendation: Lamson Construction was awarded construction services at the April 27, 2023 Board of Education Meeting; Measure Q Funds.

Original Construction Amount: \$2,996,000; Measure Q Funds

Approve Change Order No. 1 Amount of <\$233,130> for Unused
Owners Allowance; Measure Q Funds.

New Construction Amount: \$2,762,870; Measure Q Funds

Project: **Matsuyama Elementary School Campus Renewal**

Recommendation: HMC Architects was awarded architectural services at the November 16, 2023 Board of Education Meeting; Measure H Funds. Project consists of site wide flooring replacement; site wide interior and exterior painting; door threshold upgrades; HVAC replacement: installation of new units and associated electrical and roofing patch work; ADA upgrades as required; complete hardcourt resurfacing; replacement of playground structure for TK-K and higher grade playgrounds.

Original Construction Amount: \$545,000; Measure H Funds

Approve Change Order No. 1 Amount of \$198,450 for Fee Reconciliation to adjust current construction costs; Measure H Funds.

New Construction Amount: \$743,450; Measure H Funds



2023/24 Fiscal Year

Memorandum of Understanding Between

Pathways to Partnerships (Tehama County SELPA/TCDE and Ventura County SELPA / VCOE)

And SELPAs Receiving ADR Funds through IDEA, Part B

For Additional SERL Grant Funds Allocated

The purpose of this Memorandum of Understanding (MOU) is to explain the Pathways to Partnerships (P2P) distribution of SERL grant funds to the SELPAs receiving the Alternative Dispute Resolution (ADR) grant funds through the IDEA, Part B (PCA 13007) and to further support the efforts of expanding on supporting the strategies of the ADR in the overall support of serving and meeting the needs of students with disabilities and their families.

The Alternative Dispute Resolution (ADR) efforts by the SELPAs receiving the ADR funds complement the goals and work led by the Pathways to Partnerships (P2P) grant. The P2P grant is a partnership between SELPAs and family support organizations, providing support to families of pupils with disabilities. The lead SELPAs (Tehama County Department of Education and Ventura County Office of Education), demonstrate strategies and proactive methods in resolving disputes at the earliest point possible and foster positive relationships between LEAs and families while maintaining focus on meeting the needs and goals of the students. The efforts of this work are made through sharing the concepts and best practice strategies with educators throughout the state via trainings and learning opportunities.

The SELPAs receiving the ADR grant funds are also focusing their services to provide training and technical assistance to build skills development and independent implementation on family support and conflict prevention for families of students with disabilities through professional development and trainings for LEA staff and family support organizations. They are also partnering with family empowerment centers or other family support organizations as practicable to expand the best practices and lead positive relationship strategies between LEAs and families in support of the students with disabilities.

The LEAs have been creating strategies and structures for voluntary alternative dispute resolution activities for issues that have not been resolved through the individualized education program processes. They have been participating in and hosting professional development trainings to increase the skill development of educators serving students with disabilities and partnering with family support organizations.

The additional and one-time P2P SERL grant funds of 2023/24 are shared amongst the LEAs receiving ADR grant funds to further support their efforts in this statewide initiative of developing strategies, best practices and training to educators and family support organizations to assist and promote positive relationships between LEAs and families of students with disabilities.

Responsibilities of the LEAs:

Assurance these funds are used to further enhance their efforts of the ADR grant already received. The amount to be received is **\$4,500** per LEA receiving the ADR funds. The funds are to be spent by June 30, 2024, on the ADR purposes and strategies.

In addition, P2P requests your support to identify an individual from your SELPA to attend the quarterly State ADR CoP meetings. Your participation enables the collective capacity building regionally and statewide, adding to the continuum of expertise and support available to everyone. Please send the name and email address of this participant to Lisa Garcia, Administrative Assistant P2P lgarcia@vcoe.org. The funds will be issued by the Ventura County Office of Education, on behalf of the P2P.



Veronica Coates
Assistant Superintendent, Tehama County SELPA
Co-Executive Director/ SERL LEAD
Pathways to Partnerships, ADR-SERL Grantee

5-2-24

Date



Joanna Della Gatta
SELPA Director, Ventura County SELPA
Co-Executive Director/ SERL LEAD
Pathways to Partnerships, ADR-SERL Grantee

5/4/24

Date

DocuSigned by:

D2972921888C416... 05/29/2024

Signature _____ Date _____
SELPA LEA ADR Sub Grant Agreement Recipient
Name: Janea Marking
Title: Chief Business & Operations Officer
Email: janea-marking@scusd.edu

Payment Information to mail check:
SELPA / LEA Name: Sacramento City USD
Contact Person: Geovanni Linares
Address: 5735 47th Avenue, Sacramento CA 95824
Phone: (916) 643-9163

SELPA LEA ADR Sub Grant Agreement Recipient Participant

Contact to attend the quarterly State ADR CoP meetings:

Name: Geovanni Linares
Title: Director, SELPA
LEA: Sacramento City Unified SELPA
Phone: 916-643-9163
Email: geovanni-linares@scusd.edu

VCOE Internal use only:
010-5800-7811-0-8600-2100-000-400-5540-0 \$4,500.00 Vendor # _____

Grant Award Notification

GRANTEE NAME AND ADDRESS Lisa Allen, Interim Superintendent Sacramento City Unified School District 5735 47th Avenue Sacramento, CA 95824				CDE GRANT NUMBER		
				FY	PCA	Vendor Number
Attention Susan Lytle Gilmore, Director				STANDARDIZED ACCOUNT CODE STRUCTURE		COUNTY
Program Office A. Warren McClaskey Adult Center and Charles A. Jones				Resource Code	Revenue Object Code	34
Telephone 916-395-5788				Multiple	8290	INDEX
Name of Grant Program Workforce Innovation and Opportunity Act, Title II: Adult Education and Family Literacy Act, Public Law 113-128, Section 225, Section 231, and Section 243						615
GRANT DETAILS	Original/Prior Amendments	Amendment Amount	Total	Amend. No.	Award Starting Date	Award Ending Date
	\$188,606	\$5,810	\$194,416	1	July 1, 2023	June 30, 2024
CFDA Number	Federal Grant Number	Federal Grant Name			Federal Agency	
84.002A	V002A230005	Adult Education and Family Literacy Act			U.S. Department of Education	
<p>This is to inform you that your award for the Workforce Innovation and Opportunity Act, Title II: Adult Education and Family Literacy Act Grant program has been amended to revise the funding amount.</p> <p>This award is made contingent upon the availability of funds. If the Legislature acts to reduce or defer the funding upon which this award is based, then this award will be amended accordingly.</p> <p>Please return the original, signed Grant Award Notification (AO-400) to:</p> <p style="text-align: center;">Adult Education Support Office California Department of Education 1430 N Street, Suite 4202 Sacramento, CA 95814-5901</p> <p>Please contact your Fiscal Analyst by email if you have any questions.</p>						
California Department of Education Contact Charlie Brenneman				Job Title Fiscal Analyst		
E-mail Address cbrenneman@cde.ca.gov					Telephone 916-323-5635	
Signature of the State Superintendent of Public Instruction or Designee ▶ <i>Steve Zimmer</i>					Date 3/19/2024	
CERTIFICATION OF ACCEPTANCE OF GRANT REQUIREMENTS						
<i>On behalf of the grantee named above, I accept this grant award. I have read the applicable certifications, assurances, terms, and conditions identified on the grant application (for grants with an application process) or in this document or both; and I agree to comply with all requirements as a condition of funding.</i>						
Printed Name of Authorized Agent Janea Marking				Title Chief Business & Operations Officer		
E-mail Address janea-marking@scusd.edu					Telephone (916) 643-9055	
Signature ▶					Date	

Grant Award Notification (Continued)						
SECTION 225						
Program Focus Areas	Project Code	Resource Code	PCA	Payment Points*	Point Value	Award
Adult Basic Education (ABE) English Language Acquisition (ELA)	38	3940	13971	0	\$416	\$0
Adult Secondary Education (ASE) • High School Equivalency (HSE) • High School Diploma (HSD)	38	3940	13971	0	\$588	\$0
Positive Outcomes in Employment and Earnings (ABE and ASE)	38	3940	13971	0	\$21	\$0
One-Time Funding for Exit Reporting in Employment and Earnings (ABE and ASE)	38	3940	13971	0	\$100	\$0
Subsidy	38	3940	13971			\$0
SECTION 225 TOTAL						\$0

SECTION 231						
Program Focus Areas	Project Code	Resource Code	PCA	Payment Points*	Point Value	Award
Adult Basic Education (ABE) English Language Acquisition (ELA)	39	3905	14508	136	\$416	\$56,576
Positive Outcomes in Employment and Earnings (ABE and ELA)	39	3905	14508	168	\$21	\$3,528
One-Time Funding for Exit Reporting in Employment and Earnings (ABE and ELA)	39	3905	14508	691	\$100	\$69,100
English Literacy and Civics Education (ELCE) • Citizenship Preparation • Civic Participation	39	3905	14508	215	\$104	\$22,360
IELCE with Integrated Education and Training (IET) points moved to Section 231	39	3905	14508	7	\$355	\$2,485
Subsidy	39	3905	14508			\$18,786
Section 231, Resource 3905 Sub-Total	39	3905	14508			\$172,835

Grant Award Notification (Continued)						
SECTION 231 (Continued)						
Program Focus Areas	Project Code	Resource Code	PCA	Payment Points*	Point Value	Award
Adult Secondary Education (ASE) • High School Equivalency (HSE) • High School Diploma (HSD)	41	3913	13978	4	\$588	\$2,352
Positive Outcomes in Employment and Earnings – ASE	41	3913	13978	5	\$21	\$105
One-Time Funding for Exit Reporting in Employment and Earnings (ASE)	41	3913	13978	21	\$100	\$2,100
Subsidy	41	3913	13978			\$17,024
Section 231, Resource 3913 Sub-Total	41	3913	13978			\$21,581
SECTION 231 TOTAL						\$194,416

SECTION 243						
Program Focus Areas	Project Code	Resource Code	PCA	Payment Points*	Point Value	Award
Integrated English Literacy and Civics Education (IELCE)	42	3926	14109	0	\$104	\$0
IELCE with Integrated Education and Training (IET)	42	3926	14109	0	\$355	\$0
Subsidy	42	3926	14109			\$0
SECTION 243 TOTAL						\$0
TOTAL GRANT						\$194,416

*Payment point totals for all program focus areas, except for Resource Code 3913, Section 231-ASE, reflect payment points earned in fiscal years 2020–21 and 2021–22. Payment points for newly awarded agencies, or previously funded agencies applying for new program areas, reflect adjusted projected enrollment multiplied by the state aggregated average of students achieving payment points.

**FIRST 5 SACRAMENTO COMMISSION
AGREEMENT
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Attachments:

Exhibit A Scope of Services

Exhibit B Budget

AGREEMENT

THIS AGREEMENT is made and entered into as of this 1st day of July 2024, by and between the FIRST 5 SACRAMENTO COMMISSION, hereinafter referred to as "COMMISSION," and SACRAMENTO CITY UNIFIED SCHOOL DISTRICT, hereinafter referred to as "CONTRACTOR."

RECITALS

WHEREAS on April 3, 2023, the COMMISSION approved the 2024 Strategic Plan for Fiscal Years 2024-25 through 2026-27, and the Plan identified five Priority Areas in which to invest \$44.6 million in Sacramento County; and

WHEREAS the COMMISSION, in designing their 2024 Implementation Plan, conducted focus groups with Sacramento County parents of young children and learned that among their top needs were connections to other parents; group socialization opportunities for their young children; high-quality, inclusive parent-child activities; parent-only activities; and introductory parent leadership opportunities; and

WHEREAS on June 5, 2023, the COMMISSION approved the 2024 Implementation Plan which designated resources for school districts with a funding level of \$4,477,124 over the three-year funding period and approved nine school districts for the provision of services for Family Engagement and Connections at Schools; this includes structured developmental playgroups for children 0 - 3 and their caregivers as well as Parent Cafés for parents with children 0 - 5 aimed at strengthening families, building community, and creating family-school connections; and

WHEREAS CONTRACTOR responded to a Request for Applications (RFA) and met the requirements of the RFA; and

WHEREAS on February 5, 2024, the COMMISSION approved the Family Engagement and Connections at Schools Program with CONTRACTOR for three years (July 1, 2024 through June 30, 2027). The new Agreement with CONTRACTOR will not exceed \$252,000 and is authorized through Resolution No. FFC-2024-0001; and

WHEREAS COMMISSION AND CONTRACTOR desire to enter into this Agreement on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises hereinafter set forth, COMMISSION and CONTRACTOR agree as follows:

AGREEMENT NO. 24/25-HWB-FE-391

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1. **SCOPE OF SERVICES**

CONTRACTOR shall provide services in the amount, type and manner described in Exhibit A, *Scope of Services*, which is attached hereto and incorporated herein.

2. **TERM**

This Agreement shall be effective and commence on July 1, 2024 and shall end on June 30, 2027.

3. **SUPPLANTATION OF FUNDS**

Funding from First 5 shall be used exclusively to develop new projects, expand existing programs and/or services or to enhance existing programs and services. CONTRACTOR shall not utilize funding from First 5 to supplant state or local General Fund money for any purpose. If, upon receipt of funding from First 5, CONTRACTOR uses such funds to replace state or federal categorical funds, CONTRACTOR shall demonstrate to the COMMISSION'S satisfaction that such state or federal categorical funds have increased the level of services provided to children 0-5 years of age.

CONTRACTOR shall execute a certification that it has complied with the anti-supplantation requirement stated in Section 30131.4 of the California Tax & Revenue Code. Such certification shall be executed prior to release of funding from First 5 and CONTRACTOR shall annually execute such certification as part of the fiscal audit requirement. If COMMISSION determines that supplantation has occurred, CONTRACTOR shall be required to reimburse COMMISSION for all funding from First 5 that was used in violation of this Section. Use of funding from First 5 in violation of this Section shall be grounds for termination of this Agreement.

4. **NOTICE**

Any notice, demand, request, consent, or approval that either party hereto may or is required to give the other pursuant to this Agreement shall be in writing and shall be either personally delivered or sent by mail, addressed as follows:

First 5 Sacramento
Commission

Sacramento City Unified School
District

Christin Roseli,

Julie Gallelo, Executive
Director
2750 Gateway Oaks Drive,
Suite 330
Sacramento, CA 95833

Child Development Coordinator
5735 47th Avenue
Sacramento, CA 95824

Either party may change the address to which subsequent notice and/or other communications can be sent by giving written notice designating a change of address to the other party, which shall be effective upon receipt.

5. **DIRECTOR**

As used in this Agreement, "DIRECTOR" shall mean the Executive Director of the First 5 Sacramento Commission or his/her designee.

6. **COMPLIANCE WITH LAWS**

CONTRACTOR shall observe and comply with all applicable Federal, State, and County laws, regulations and ordinances.

7. **GOVERNING LAWS AND JURISDICTION**

This Agreement shall be deemed to have been executed and to be performed within the State of California and shall be construed and governed by the internal laws of the State of California. Any legal proceedings arising out of or relating to this Agreement shall be brought in Sacramento County, California.

8. **LICENSES, PERMITS AND CONTRACTUAL GOOD STANDING**

A. CONTRACTOR shall possess and maintain all necessary licenses, permits, certificates and credentials required by the laws of the United States, the State of California, County of Sacramento and all other appropriate governmental agencies, including any certification and credentials required by COMMISSION. Failure to maintain the licenses, permits, certificates, and credentials shall be deemed a breach of this Agreement and constitutes grounds for the termination of this Agreement by COMMISSION.

B. CONTRACTOR further certifies to COMMISSION that it and its principals are not debarred, suspended, or otherwise excluded from or ineligible for, participation in federal, State or county

government contracts. Contractor certifies that it shall not contract with a Subcontractor that is so debarred or suspended.

9. PERFORMANCE STANDARDS

CONTRACTOR shall perform services required under this Agreement in accordance with the professional standards applicable to CONTRACTOR'S services.

10. OWNERSHIP OF WORK PRODUCT

All technical data, evaluations, plans, specifications, reports, documents, or other work products of CONTRACTOR provided hereunder shall become the property of COMMISSION and shall be delivered to COMMISSION upon completion of the services authorized hereunder; provided, however, that any capital improvement constructed with funds received from COMMISSION shall be the property of CONTRACTOR. CONTRACTOR may retain copies thereof for its files and internal use. Publication of the information directly derived from work performed or data obtained in connection with services rendered under this Agreement must first be approved in writing by COMMISSION. COMMISSION recognizes that all technical data, evaluations, plans, specifications, reports, and other work products are instruments of CONTRACTOR'S services and are not designed for use other than what is intended by this Agreement.

11. PUBLIC STATEMENTS/MATERIALS

CONTRACTOR shall use COMMISSION'S logo for all outreach materials i.e. brochures, event flyers, newsletters, website, media use, social media platforms, multi-media, and giveaways, etc. When applicable, COMMISSION will promote CONTRACTOR's events and share materials with the community.

CONTRACTOR shall submit all program funded outreach materials to the COMMISSION'S planner for review and approval in advance of mass production and release to the public. Any exceptions to using the COMMISSION'S logo must be pre-approved by the COMMISSION.

12. STATUS OF CONTRACTOR

A. It is understood and agreed that CONTRACTOR (including CONTRACTOR'S employees) is an independent CONTRACTOR and that no relationship of employer-employee exists between the parties hereto. CONTRACTOR'S assigned personnel shall not

be entitled to any benefits payable to employees of COMMISSION. COMMISSION is not required to make any deductions or withholdings from the compensation payable to CONTRACTOR under the provisions of this agreement; and as an independent CONTRACTOR, CONTRACTOR hereby indemnifies and holds COMMISSION harmless from any and all claims that may be made against COMMISSION based upon any contention by any third party that an employer-employee relationship exists by reason of this agreement.

- B. It is further understood and agreed by the parties hereto that CONTRACTOR in the performance of its obligation hereunder is subject to the control or direction of COMMISSION as to the designation of tasks to be performed, the results to be accomplished by the services hereunder agreed to be rendered and performed, and not the means, methods, or sequence used by CONTRACTOR for accomplishing the results.
- C. If, in the performance of this agreement, any third persons are employed by CONTRACTOR, such person shall be entirely and exclusively under the direction, supervision, and control of CONTRACTOR. All terms of employment, including hours, wages, working conditions, discipline, hiring, and discharging, or any other terms of employment or requirements of law, shall be determined by CONTRACTOR, and the COMMISSION shall have no right or authority over such persons or the terms of such employment.
- D. It is further understood and agreed that as an independent CONTRACTOR and not an employee of COMMISSION, neither the CONTRACTOR nor CONTRACTOR'S assigned personnel shall have any entitlement as a COMMISSION employee, right to act on behalf of COMMISSION in any capacity whatsoever as agent, nor to bind COMMISSION to any obligation whatsoever. CONTRACTOR shall not be covered by worker's compensation; nor shall CONTRACTOR be entitled to compensated sick leave, vacation leave, retirement entitlement, participation in group health, dental, life and other insurance programs, or entitled to other fringe benefits payable by the COMMISSION to employees of the COMMISSION.
- E. It is further understood and agreed that CONTRACTOR must issue W-2 and 941 Forms for income and employment tax

purposes, for all of CONTRACTOR'S assigned personnel under the terms and conditions of this agreement.

13. CONTRACTOR IDENTIFICATION

CONTRACTOR shall provide the COMMISSION with the following information for the purpose of compliance with California Unemployment Insurance Code Section 1088.8: CONTRACTOR'S name, residence address, telephone number, tax identification number, and whether dependent health insurance coverage is available to CONTRACTOR.

14. BENEFITS WAIVER

If CONTRACTOR is unincorporated, CONTRACTOR acknowledges and agrees that CONTRACTOR is not entitled to receive the following benefits and/or compensation from COMMISSION: medical, dental, vision and retirement benefits, life and disability insurance, sick leave, bereavement leave, jury duty leave, parental leave, or any other similar benefits or compensation otherwise provided to permanent civil service employees pursuant to the County Charter, the County Code, the Civil Service Rule, the Sacramento County Employees' Retirement System and/or any and all memoranda of understanding between COMMISSION and its employee organizations. Should any employee or agent of CONTRACTOR seek to obtain such benefits from COMMISSION, CONTRACTOR agrees to indemnify and hold harmless COMMISSION from any and all claims that may be made against COMMISSION for such benefits.

15. CONFLICT OF INTEREST

CONTRACTOR and CONTRACTOR'S officers and employees shall not have a financial interest, or acquire any financial interest, direct or indirect, in any business, property, or source of income which could be financially affected by or otherwise conflict in any manner or degree with the performance of services required under this Agreement.

16. LOBBYING AND UNION ORGANIZATION ACTIVITIES

- A. CONTRACTOR shall comply with all certification and disclosure requirements prescribed by Section 319, Public Law 101-121 (31 U.S.C. § 1352) and any implementing regulations.
- B. If services under this Agreement are funded with state funds granted to COMMISSION, CONTRACTOR shall not utilize any

such funds to assist, promote or deter union organization by employees performing work under this Agreement and shall comply with the provisions of Government Code Sections 16645 through 16649.

17. GOOD NEIGHBOR POLICY

- A. CONTRACTOR shall comply with COMMISSION'S Good Neighbor Policy. CONTRACTOR shall establish good neighbor practices for its facilities that include, but are not limited to, the following:
1. Provision of parking adequate for the needs of its employees and service population;
 2. Provision of adequate waiting and visiting areas;
 3. Provision of adequate restroom facilities located inside the facility;
 4. Implementation of litter control services;
 5. Removal of graffiti within seventy-two hours;
 6. Provision of control of loitering and management of crowds;
 7. Maintenance of facility grounds, including landscaping, in a manner that is consistent with the neighborhood in which the facility is located;
 8. Participation in area crime prevention and nuisance abatement efforts; and
 9. Undertake such other good neighbor practices as determined appropriate by COMMISSION, based on COMMISSION'S individualized assessment of CONTRACTOR'S facility, services and actual impacts on the neighborhood in which such facility is location.
- B. CONTRACTOR shall identify, either by sign or other method as approved by the DIRECTOR, a named representative who shall be responsible for responding to any complaints relating to CONTRACTOR'S compliance with the required good neighbor practices specified in this Section. CONTRACTOR shall post the name and telephone number of such contact person on the outside of the facility, unless otherwise advised by DIRECTOR.
- C. CONTRACTOR shall comply with all applicable public nuisance ordinances.

- D. CONTRACTOR shall establish an ongoing relationship with the surrounding businesses, law enforcement and neighborhood groups and shall be an active member of the neighborhood in which CONTRACTOR'S site is located
- E. If COMMISSION finds that CONTRACTOR has failed to comply with the Good Neighbor Policy, COMMISSION shall notify CONTRACTOR in writing that corrective action must be taken by CONTRACTOR within a specified time frame. If CONTRACTOR fails to take the necessary corrective action, COMMISSION shall take such actions as are necessary to implement the necessary corrective action. COMMISSION shall deduct any actual costs incurred by COMMISSION when implementing such corrective action from any amounts payable to CONTRACTOR under this Agreement.
- F. CONTRACTOR'S continued non-compliance with the Good Neighbor Policy shall be grounds for termination of this Agreement any may also result in ineligibility for additional or future contracts with COMMISSION.

18. **ANTI-TOBACCO POLICY**

CONTRACTOR shall comply with COMMISSION'S Anti-Tobacco Policy that was approved by the COMMISSION on March 3, 2003. CONTRACTOR shall be required to certify compliance with the anti-tobacco policy prior to receipt of COMMISSION funds.

19. **USE OF FUNDS**

Funds provided by the COMMISSION shall be expended only for the purposes authorized by the "California Children and Families First Act of 1998."

20. **NONDISCRIMINATION IN EMPLOYMENT, SERVICES, BENEFITS AND FACILITIES**

- A. CONTRACTOR agrees and assures COMMISSION that CONTRACTOR and any subcontractors shall comply with all applicable federal, state, and local anti-discrimination laws, regulations, and ordinances and to not unlawfully discriminate, harass, or allow harassment against any employee, applicant for employment, employee or agent of COMMISSION, or recipient of

services contemplated to be provided or provided under this Agreement, because of race, ancestry, marital status, color, religious creed, political belief, national origin, ethnic group identification, sex, sexual orientation, age (over 40), medical condition (including HIV and AIDS), or physical or mental disability. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment, the treatment of COMMISSION employees and agents, and recipients of services are free from such discrimination and harassment.

- B. CONTRACTOR represents that it is in compliance with and agrees that it will continue to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 et seq.) and regulations and guidelines issued pursuant thereto.
- C. CONTRACTOR agrees to compile data, maintain records and submit reports to permit effective enforcement of all applicable anti-discrimination laws and this provision.
- D. CONTRACTOR shall include this nondiscrimination provision in all subcontracts related to this Agreement.
- E. If CONTRACTOR is a faith-based organization or contracts with a faith-based organization for services to be performed under this Agreement, participation in the faith shall not be a prerequisite for receiving services. Outreach for services utilizing funding from First 5 will be to the community at large, and shall not be limited to those members of the community that share the same faith as CONTRACTOR or its agents.

21. MANDATED REPORTING

CONTRACTOR shall comply with the training requirements for identification and reporting of child abuse as defined in Penal code Section 11165.7. All training shall be documented in an individual personnel file. CONTRACTOR shall establish procedures for paid and volunteer staff for reporting suspected child abuse cases.

22. COMPLIANCE WITH CHILD, FAMILY AND SPOUSAL SUPPORT REPORTING REQUIREMENTS

- A. CONTRACTOR'S failure to comply with state and federal child, family and spousal support reporting requirements regarding a

CONTRACTOR'S employees or failure to implement lawfully served wage and earnings assignment orders or notices of assignment relating to child, family and spousal support obligations shall constitute a default under this Agreement.

- B. CONTRACTOR'S failure to cure such default within 90 days of notice by COMMISSION shall be grounds for termination of this Agreement.

23. CONFIDENTIALITY

CONTRACTOR shall comply with all applicable state and/or federal confidentiality statutes to assure that:

- A. All applications and records concerning an individual made or kept by CONTRACTOR, COMMISSION, or any public officer or agency in connection with the administration of any provisions of the Welfare and Institutions Code relating to any form of public social services or for services provided under this Agreement, for which grants in aid are received by this State from the Federal Government, shall be confidential and shall not be open to examination for any purpose not directly connected with the administration of such public social services, without the written consent of COMMISSION.
- B. No person shall publish or disclose, or use or permit or cause to be published, disclosed, or used, except as allowed by law, any confidential information pertaining to a participant, including the fact of the participant's status as an applicant for or recipient of public social services.
- C. CONTRACTOR shall inform all of its officers, employees, agents, subcontractors and partners of the above provisions, and that a knowing and intentional violation of said provisions of State and/or federal law may be a misdemeanor.

24. INDEMNIFICATION

To the extent permitted by law, CONTRACTOR shall defend, indemnify and hold harmless COMMISSION, its Board of Supervisors, officers, directors, agents, employees and volunteers from and against all demands, claims, actions, liabilities, losses, damages, and costs, including payment of reasonable attorneys' fees, arising out of or resulting from the performance of the Agreement, caused in whole or

in part by the negligent or intentional acts or omissions of CONTRACTOR'S officers, directors, agents, or employees.

To the extent permitted by law, COMMISSION shall defend, indemnify and hold harmless CONTRACTOR, its officers, directors, agents, employees, and subcontractors from and against all demands, claims, actions, liabilities, losses, damages and costs, including payment of reasonable attorneys' fees, arising out of or resulting from the performance of the Agreement, caused in whole or in part by the negligent or intentional acts or omissions of COMMISSION 's Board of Supervisors, officers, directors, agents, employees, or volunteers.

It is the intention of COMMISSION and CONTRACTOR that the provisions of this paragraph be interpreted to impose on each party responsibility to the other for the acts and omissions of their respective officers, directors, agents, employees, volunteers, or COMMISSION'S Board of Supervisors. It is also the intention of COMMISSION and CONTRACTOR that, where comparative fault is determined to have been contributory, principles of comparative fault will be followed and each party shall bear the proportionate cost of any damage attributable to the fault of that party, its officers, directors, agents, employees, volunteers, or COMMISSION'S Board of Supervisors.

This indemnity shall not be limited by the types and amounts of insurance or self-insurance maintained by the parties to the Agreement.

Nothing in this Indemnity shall be construed to create any duty to, any standard of care with reference to, or any liability or obligation, contractual or otherwise, to any third party.

The provisions of this Indemnity shall survive the expiration or termination of the Agreement.

25. INSURANCE

Each party, at its sole cost and expense, shall carry insurance or self-insure its activities in connection with this Agreement, and obtain and keep in force insurance or equivalent programs of self-insurance, for general liability, professional liability, workers' compensation, and automobile liability adequate to cover its potential liabilities hereunder. Each party agrees to provide thirty (30) days' advance

written notice of any cancellation, termination, or lapse of any of the insurance or self-insurance coverage's.

26. INFORMATION TECHNOLOGY ASSURANCES

CONTRACTOR shall take all reasonable precautions to ensure that any hardware, software, and/or embedded chip devices used by CONTRACTOR in the performance of services under this Agreement, other than those owned or provided by COMMISSION, shall be free from viruses. Nothing in this provision shall be construed to limit any rights or remedies otherwise available to COMMISSION under this Agreement.

27. COMPENSATION AND PAYMENT OF INVOICES LIMITATIONS

- A. Compensation under this Agreement shall be limited to the Maximum Total Payment Amount set forth in Exhibit B, or Exhibit B as modified by COMMISSION in accordance with express provisions in this Agreement.
- B. CONTRACTOR shall submit an invoice in the format and in accordance with the procedures prescribed by COMMISSION on a quarterly basis, upon completion of services. Invoices shall be submitted to COMMISSION no later than the fifteenth (15th) day of the month following the invoice period, and COMMISSION shall pay CONTRACTOR within thirty (30) days after receipt of an appropriate and correct invoice.
- C. Excepting the fiscal year and invoices, invoices for services that are received more than ninety (90) days after the last day of the billing period may not be honored unless the CONTRACTOR has obtained prior written approval for such late submittal.
- D. COMMISSION operates on a July through June fiscal year. Fiscal year end invoices for services provided in any fiscal year must be submitted no later than July 31, one month after the end of the fiscal year. Invoices submitted after July 31 for the prior fiscal year shall not be honored by COMMISSION unless CONTRACTOR has obtained prior written COMMISSION approval to the contrary.
- E. Invoices shall be considered to have been received only when all accurate and necessary budget revisions, quarterly reports, and accurate and complete evaluation data have also been received.

- F. CONTRACTOR shall maintain for four years following termination of this agreement full and complete documentation of all services and expenditures associated with performing the services covered under this Agreement. Expense documentation shall include: time sheets or payroll records for each employee; receipts for supplies; applicable subcontract expenditures; applicable overhead and indirect expenditures. Indirect expenditure documentation shall be in compliance with the Office of Management and Budget Cost Principles that can be found on the U.S. Government Publishing Office's website, www.cfr.gov 2 CFR, Part 200; Subpart E, Cost Principles.
- G. In the event CONTRACTOR fails to comply with any provisions of this Agreement, COMMISSION may withhold payment until such non-compliance has been corrected.

28. LEGAL TRAINING INFORMATION

If under this Agreement CONTRACTOR is to provide training of COMMISSION personnel on legal issues, then CONTRACTOR shall submit all training and program material for prior review and written approval by County Counsel. Only those materials approved by County Counsel shall be utilized.

29. SUBCONTRACTS, ASSIGNMENT

- A. CONTRACTOR shall obtain prior written approval from COMMISSION before subcontracting any of the services delivered under this Agreement. CONTRACTOR shall obtain prior written approval from the COMMISSION if it becomes necessary to change the Subcontractor(s) identified in subsection C of this section. CONTRACTOR remains legally responsible for the performance of all Agreement terms including work performed by third parties under subcontracts. Any subcontracting will be subject to all applicable provisions of this Agreement. CONTRACTOR shall be held responsible by COMMISSION for the performance of any Subcontractor whether approved by COMMISSION or not. CONTRACTOR shall require its Subcontractors to comply with the provisions of this Agreement.
- B. SUBCONTRACTORS: CONTRACTOR shall be responsible for the acts and omissions of all its subcontractors and additional insured endorsements as provided by CONTRACTOR'S subcontractor.

C. This Agreement is not assignable by CONTRACTOR in whole or in part, without the prior written consent of COMMISSION.

D. Notwithstanding Subsection A, CONTRACTOR is authorized to subcontract with:

NONE-Not Applicable.

30. AMENDMENT AND WAIVER

Except as provided herein, no alteration, amendment, variation, or waiver of the terms of this Agreement shall be valid unless made in writing and signed by both parties. Waiver by either party of any default, breach or condition precedent shall not be construed as a waiver of any other default, breach or condition precedent, or any other right hereunder. No interpretation of any provision of this Agreement shall be binding upon the COMMISSION unless agreed in writing by DIRECTOR and counsel for COMMISSION.

31. ENTIRE AGREEMENT

This Agreement, together with all exhibits attached hereto, constitutes the entire Agreement between the parties hereto, all other representation or statements heretofore made, verbal or written, are merged herein.

32. SUCCESSORS

This Agreement shall bind the successors of COMMISSION and CONTRACTOR in the same manner as if they were expressly named.

33. TIME

Time is of the essence of this Agreement.

34. INTERPRETATION

This Agreement shall be deemed to have been prepared equally by both of the parties, and the Agreement and its individual provisions shall not be construed or interpreted more favorably for one party on the basis that the other party prepared it.

35. DISPUTES

In the event of any dispute arising out of or relating to this Agreement, the parties shall attempt, in good faith, to promptly resolve the dispute mutually between themselves. Pending resolution of any such dispute, CONTRACTOR shall continue without delay to carry out all its responsibilities under this Agreement unless the Agreement is otherwise terminated in accordance with the Termination provisions herein. COMMISSION shall not be required to make payments for any services that are the subject of this dispute resolution process until such dispute has been mutually resolved by the parties. If the dispute cannot be resolved within 15 calendar days of initiating such negotiations or such other time period as may be mutually agreed to by the parties in writing, either party may pursue its available legal and equitable remedies, pursuant to the laws of the State of California. Nothing in this Agreement or provision shall constitute a waiver of any of the government claim filing requirements set forth in Title 1, Division 3.6, of the California Government Code or as otherwise set forth in local, state and federal law.

36. TERMINATION

- A. Either party may terminate this Agreement without cause upon thirty (30) days' written notice to the other party. Notice shall be deemed served on the date of mailing. If notice of termination for cause is given by COMMISSION to CONTRACTOR and it is later determined that CONTRACTOR was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to this paragraph (A).

- B. COMMISSION may terminate this Agreement for cause immediately upon giving written notice to CONTRACTOR should CONTRACTOR materially fail to perform any of the covenants contained in this Agreement in the time and/or manner specified. In the event of such termination, COMMISSION may proceed with the work in any manner deemed proper by COMMISSION. If notice of termination for cause is given by COMMISSION to CONTRACTOR and it is later determined that CONTRACTOR was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to paragraph (A) above.

- C. COMMISSION may terminate or amend this Agreement immediately upon giving written notice to CONTRACTOR that funds are not available because: 1) Sufficient funds are not appropriated in COMMISSION'S Adopted or Adjusted Budget; 2) the COMMISSION is advised that funds are not available from external sources for this Agreement or any portion thereof, including if distribution of such funds to the COMMISSION is suspended or delayed; 3) if funds for the services and/or programs provided pursuant to this Agreement are not appropriated by the State; 4) funds that were previously available for this Agreement are reduced, eliminated and/or re-allocated by COMMISSION as a result of budget or revenue reductions during the fiscal year.

- D. If this Agreement is terminated under Paragraph A or C above, CONTRACTOR shall only be paid for any service completed and provided prior to notice of termination. In the event of termination under paragraph A or C above, CONTRACTOR shall be paid an amount which bears the same ratio to the total compensation authorized by the Agreement as the services actually performed bear to the total services of CONTRACTOR covered by this Agreement, less payments of compensation previously made. In no event, however, shall COMMISSION pay CONTRACTOR an amount which exceeds a pro rata portion of the Agreement total based on the portion of the Agreement term that has elapsed on the effective date of the termination.

- E. CONTRACTOR shall not incur any expenses under this Agreement after notice of termination and shall cancel any outstanding expense obligations to a third party that CONTRACTOR can legally cancel.

37. ECONOMIC SANCTIONS

Pursuant to California State Executive Order N-6-22 (Order) imposing economic sanctions against Russia and declaring support of Ukraine, County shall terminate any contract with any individual or entity that is in violation of the Order or that is subject to economic sanctions therein, and shall not enter a contract with any such individual or entity while the Order is in effect.

38. EVALUATION

- A. CONTRACTOR shall participate in and comply with results-based and community impact evaluation activities including training and technical assistance, sponsored by the COMMISSION.
- B. CONTRACTOR shall participate in and cooperate with COMMISSION'S evaluation consultants and other COMMISSION sponsored evaluation activities including statewide efforts to evaluate First 5 efforts, whether it occurs during the term of this Agreement or after. CONTRACTOR shall participate in and cooperate with programmatic audit activities required by the COMMISSION.
- C. CONTRACTOR shall utilize evaluation questionnaires or such other tools as required by COMMISSION for purposes of evaluating CONTRACTOR'S services.

39. REPORTS

- A. CONTRACTOR shall, without additional compensation therefore, make fiscal, program evaluation, progress, and such other reports as may be reasonably required by COMMISSION concerning CONTRACTOR'S activities as they affect the contract duties and purposes herein. The COMMISSION shall explain procedures for reporting the required information.
- B. CONTRACTOR shall produce bi-annual Program Narrative and Milestone Reports, in a form prescribed by the COMMISSION, due on the last day of the month following the end of the reporting period. COMMISSION may not make any payments under this Agreement until such reports have been submitted. If submission of any required reports is delayed over ninety (90) days beyond the end of the billing period, the invoice corresponding to the quarterly report may not be honored unless the CONTRACTOR obtained prior written approval of such late submission.

40. AUDIT AND RECORDS

- A. CONTRACTOR shall maintain separate accounting books and records for funding from First 5. Records shall be maintained in accordance with generally accepted accounting principles.
- B. CONTRACTOR shall maintain adequate client records that include diagnostic studies (when applicable), client intervention,

program notes, records of services provided by professional and paraprofessional services in sufficient detail to permit evaluation of whether such services comply with all applicable federal, state, County, COMMISSION records maintenance requirements.

- C. For a period of four years following termination of the Agreement, CONTRACTOR shall make records available for copying upon COMMISSION'S request and at COMMISSION'S expense.
- D. Upon COMMISSION'S request, COMMISSION or its designee shall have the right at reasonable times and intervals to audit, at CONTRACTOR'S premises, CONTRACTOR'S financial and program records as COMMISSION deems necessary to determine CONTRACTOR'S compliance with legal and contractual requirements and the correctness of claims submitted by CONTRACTOR.
- E. At regular times during normal business hours, COMMISSION shall have the right to inspect or evaluate CONTRACTOR'S records that pertain to services performed and amounts payable under this Agreement. COMMISSION shall have the right to withhold any payment under this Agreement until CONTRACTOR has provided access to CONTRACTOR'S financial and program records related to this Agreement.
- F. CONTRACTOR shall submit to the COMMISSION an annual financial and compliance audit conducted by an independent auditor. CONTRACTOR may use its organizational audit provided that the audit report shows First 5 revenues and expenses separately.
 - 1. CONTRACTOR shall obtain an Audit Engagement Letter from the audit firm selected and submit a copy of that letter to the COMMISSION within 2 months of fiscal year-end. In accordance with COMMISSION policy, the letter will include a statement saying that the final audit report will show the flow of First 5 revenue through the financials.
 - 2. The audit shall be conducted in accordance with generally accepted auditing standards, as promulgated by the American Institute of Certified Public Accountants and Generally Accepted Government Auditing Standards issued

by the General Accounting Office and the Comptroller General of the United States of America.”

3. The audit shall be submitted to the COMMISSION no later than 30 days after the CONTRACTOR’S organizational audit is completed, or no later than 6 months after fiscal year-end, whichever date is earlier. Should there be any delay, CONTRACTOR shall immediately inform COMMISSION staff and request an extension
4. COMMISSION shall not pay any invoices should an audit not be received within timeframes specified in this Agreement unless, prior to the expiration of this Agreement, the CONTRACTOR has obtained written approval from COMMISSION for any delay in submittal of an audit.
5. COMMISSION staff shall review the audit for completeness and findings and may submit the audit to the COMMISSION’S Auditor-Controller for technical review. COMMISSION shall be allowed access to all financial and program records as COMMISSION deems necessary to determine that funding was spent in compliance with applicable guidelines and this Agreement.
6. Should any material findings be noted in the audit report, CONTRACTOR must submit an action plan with the audit report detailing how the deficiency will be addressed. Findings shall be corrected within six months after the audit report. CONTRACTOR shall submit a report documenting corrections of identified audit deficiencies. If CONTRACTOR refuses or fails to cooperate or fails to submit an annual audit as required by this Agreement, COMMISSION may, in its sole discretion, withhold amounts payable under this Agreement until CONTRACTOR has complied with the requirements of this Section to the satisfaction of COMMISSION.
7. CONTRACTOR shall comply with First 5 California Commission audit requirements.
8. If the Agreement is terminated for any reason during the Agreement period, the independent audit shall cover the

entire period of the Agreement for which services were provided and shall be submitted within six months of the end of the Agreement period.

41. PRIOR AGREEMENTS

This Agreement constitutes the entire contract between COMMISSION and CONTRACTOR regarding the subject matter of this Agreement. Any prior agreements, whether oral or written, between COMMISSION and CONTRACTOR regarding the subject matter of this Agreement are hereby terminated effective immediately upon full execution of this Agreement.

42. SEVERABILITY

If any term or condition of this Agreement or the application thereof to any person(s) or circumstance is held invalid or unenforceable, such invalidity or unenforceability shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Agreement are declared severable.

43. FORCE MAJEURE

Neither CONTRACTOR nor COMMISSION shall be liable or responsible for delays or failures in performance resulting from events beyond the reasonable control of such party and without fault or negligence of such party. Such events shall include but not be limited to acts of God, strikes, lockouts, riots, acts of war, epidemics, acts of government, fire, power failures, nuclear accidents, earthquakes, unusually severe weather, acts of terrorism, or other disasters, whether or not similar to the foregoing, and acts or omissions or failure to cooperate of the other party or third parties (except as otherwise specifically provided herein).

44. SURVIVAL OF TERMS

All services performed and deliverables provided pursuant to this Agreement are subject to all of the terms, conditions, price discounts and rates set forth herein, notwithstanding the expiration of the initial term of this Agreement or any extension thereof. Further, the terms, conditions and warranties contained in this Agreement that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Agreement shall so survive.

45. DUPLICATE COUNTERPARTS

This Agreement may be executed in duplicate counterparts. The Agreement shall be deemed executed when it has been signed by both parties.

46. AUTHORITY TO EXECUTE

Each person executing this agreement represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this Agreement for or on behalf of the parties to this Agreement. Each party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the day and year first written above.

FIRST 5 SACRAMENTO COMMISSION

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

DocuSigned by:
Julie Gallelo
By: _____
JULIE GALLELO E6D1C84455...
Executive Director

DocuSigned by:
Janeia Marking
By: _____
JANE MARKING 6D79D9C4D46A455...
Chief Business and Operations Officer

Date: 6/10/2024

Date: 6/10/2024

Contract and Contractor Tax Status Reviewed and Approved by County Counsel:

By: *[Signature]*
ASHLEY WISNIEWSKI
Supervising Deputy County Counsel

Date: 5/21/2021

EXHIBIT A
to Agreement between the
FIRST 5 SACRAMENTO COMMISSION,
hereinafter referred to as "COMMISSION," and
SACRAMENTO CITY UNIFIED SCHOL DISTRICT,
hereinafter referred to as "CONTRACTOR"

SCOPE OF SERVICES

1. SERVICE LOCATION(S)

Lead Agency Name(s): Sacramento City Unified School District

Administrative Location

Street Address: 5735 47th Avenue

City and Zip Code: Sacramento, CA 95824

Site Location 1 *Hiram Johnson Family Center (HJ)*

Street Address: 6879 - 14th Avenue

City and Zip Code: Sacramento, CA 95820

2. PROGRAM DESCRIPTION

The Family Engagement and Connections at Schools program is designed to offer families of children 0 – 5 years old the supports they are seeking, as expressed in multiple focus groups of parents who helped design the implementation plan for this strategy of the COMMISSION’s 2024-27 Strategic Plan. CONTRACTOR agrees to provide the following services:

- Parent Cafés following the Be Strong Families model

Additional details are specified under Section 12, Description of Minimum Services.

3. FOCUS POPULATION AND SERVICES AREA

The Family Engagement program will serve families with children ages 0-5 living within the catchment areas of identified elementary schools as noted in section 1 above. Services will include families that have children with Child Protective Services involvement, disabilities/special needs, children who are dual language learners, migrant families, immigrant and refugee families, families living in poverty, and other under-served populations. If space and funding allow, program elements may be provided to families with factors stated above who reside outside of the catchment areas.

4. CORE VALUES

CONTRACTOR shall ensure that programs, services and projects funded by the COMMISSION reflect the following core values:

1. A focus on prevention and early intervention to ensure that children have enhanced early growth experiences to reach their full potential;
2. Using whole-child and family-centered services to support the well-being and safety of children, to fortify family strengths, and to support safe, stable, and nurturing parenting that enhances child resilience;
3. A focus on the county's most vulnerable families to reduce disparities in access to equitable, quality services and outcomes;
4. Recognition that parents are the experts on their children and therefore have an essential role in the planning, development, and implementation of programs that impact their families.

5. SUBCONTRACTORS

The following shall be named as subcontractors and shall receive funding under this agreement. CONTRACTOR shall be required to develop a Memorandum of Understanding (MOU) with subcontractors that shall include total amount to be paid (detail of annual payments), term of contract as well as specific activities/services/deliverables that the subcontractor will provide. Contractor shall monitor and reimburse subcontractor for expenses incurred under MOU.

There are no subcontractors included in Family Engagement and Connection at Schools. Should CONTRACTOR determine that a subcontractor(s) is needed to provide specific services during the course of the contract, CONTRACTOR will notify and discuss this with COMMISSION staff prior to entering in to any Memorandum of Understandings (MOUs). A contract amendment may be needed as a result of any approved changes.

6. SYSTEMS INTEGRATION: SAC FAMILY CONNECT

Sac Family Connect (SFC) (formerly the Home Visiting Coordinating Collaborative) is a collaborative convened by the COMMISSION to bring agencies together to create a coordinated, unified, and streamlined system to support 0-5 families with the home visiting and support services that best meet their needs. CONTRACTOR shall participate in the SFC Memorandum of Understanding, which prioritizes:

1. Building stronger cross-agency relationships

2. Developing a coordinated and streamlined cross-agency referral process
3. Collecting and sharing closed-loop referral data
4. Training agency staff on topics that strengthen the family support services workforce
5. Integrating parent involvement and decision-making on services impacting their communities.

A key staff person, with decision-making abilities for the organization, will be required to attend quarterly SFC meetings; however, staff of all levels are encouraged to attend.

7. RACIAL EQUITY, DIVERSITY, INCLUSION AND CULTURAL RESPONSIVENESS (REDI+CR)

Systems play a significant role in the contribution and the perpetuation of negative predictable outcomes for communities of color. The COMMISSION is dedicated to building a more equitable community and making sure that all children and families are supported and have the resources they need to be happy, healthy, and successful. As a result, the COMMISSION has approved a resolution on racial equity and social justice with a desire for a shared framework for equity with our funded partners. Funded partners will be required to participate in open conversation and related activities, (such as but not limited to: trainings, messaging, quantitative and qualitative tracking/data collection, or working on policies and systems change) that will be determined collectively over time.

A key staff person, with decision-making abilities for the organization, will be required to participate in discussions with the COMMISSION on this issue and initiate steps at their organization.

8. COMMUNITY AND PARENT PARTNERSHIP

Children's development is supported when families, institutions, and communities engage with each other in a regular and ongoing way. Studies show that family and community engagement are crucial for the success of family service programs and that these programs reach desired outcomes when families share power in designing and guiding them. Community members and parents/caregivers gave feedback in the selection of First 5 Sacramento's funded priorities, the selection of elements in the First 5 Sacramento Implementation Plan, and in the applications for funding from community partners.

CONTRACTOR will be required to continue to collect and act on community feedback on the funded program(s) throughout the contract period;

community feedback will be formally sought at least annually and community voice will be intentionally included in program refinement throughout the contract period. CONTRACTOR will report on community feedback as part of the evaluation and reporting process.

9. PROGRAM EVALUATION AND REPORTING

- A. CONTRACTOR shall be required to develop the Program's Evaluation Plan in conjunction with the COMMISSION'S evaluation consultant.
- B. Upon execution of the Agreement, CONTRACTOR'S staff shall participate in database training and input data relevant to the CONTRACTOR'S program into a data collection system as required by the COMMISSION. As required, CONTRACTOR shall collect and submit Client Level Data for participants in CONTRACTOR programs.
- C. CONTRACTOR shall utilize evaluation questionnaires or other tools as required by COMMISSION for purposes of evaluating CONTRACTOR'S project funded by the COMMISSION.
- D. Results Based Accountability (RBA) is used in the evaluation of COMMISSION programs. Section 13, below, contains a detailed RBA for this program. The indicators are developed in conjunction with the CONTRACTOR and may be revised during the term of the Agreement.
- E. As a minimum requirement, CONTRACTOR shall produce bi-annual Program Narrative and Milestone Reports, in a form prescribed by the COMMISSION, due on the last day of the month following the end of the reporting period.
- F. CONTRACTOR shall submit reports related to data collection and evaluation in the form and frequency required by the Commission.

10. SUSTAINABILITY

The COMMISSION adopted a Systems Sustainability Plan with the goal of sustaining children's health, development and family empowerment outcomes and the systems that promote them. Being that tobacco tax is a declining revenue stream, First 5 has honed its investments over its 25-year history, shifting funding away from direct-services programming toward more systems improvement and policy work where impacts will be greater and longer-lasting. In this current landscape, the COMMISSION's already declining tobacco tax revenues are being dramatically impacted since Proposition 31 (the flavored tobacco ban) was implemented in 2023. It is projected that a 28% decrease in funding is impending for the 2027 Strategic Plan.

The COMMISSION continues to emphasize the importance of sustainability planning for its funded partners. In partnership, the COMMISSION continues to advocate for policies and seek new, alternate and leveraged funds to support child and family serving programs in Sacramento County. COMMISSION will provide guidance and technical assistance to contractors to develop sustainability strategies and a written sustainability plan. The goal of the COMMISSION is by the end of this 2024 three-year strategic plan period, CONTRACTOR will be able to absorb up to a 30% funding reduction with new and leveraged funding in order to maintain the same level of services in the community.

CONTRACTOR participation and minimum achievements in sustainability efforts shall include:

1. Dedicate a key agency contact to manage, facilitate the development and implementation of sustainability efforts.
2. Update the agency's written sustainability plan in year one of the contract to address the anticipated reduction in funding.
3. Attend COMMISSION sponsored technical assistance, trainings, meetings, and events, and participate in capacity building work for sustainability as required.
4. Submit sustainability reports as requested by COMMISSION.

11. STAFFING REQUIREMENTS

CONTRACTOR shall be responsible for hiring, supervising, maintaining staff as identified in the approved BUDGET. CONTRACTOR shall, as soon as practicably possible, fill positions when there are vacancies or extended leaves of absence to maintain staff-to-client ratio and to meet contract service goals.

CONTRACTOR shall inform COMMISSION when there are any vacant positions and if there are difficulties filling the vacancies so that a potential plan can be discussed.

12. DESCRIPTION OF MINIMUM SERVICES

CONTRACTOR shall accomplish the minimum services as described below:

- Provide **Parent Cafés** for parents of children 0 - 5 focused on protective factors using the Be Strong Families Parent Café model. Cafés use structured, small group conversations to facilitate transformation and healing within families; build community; develop social connections; center parent knowledge, voice, and expertise; create parent leadership opportunities; as well as provide time for adult-only interaction.
 - Parent Cafés will meet in school or community locations;

- Will follow the Be Strong Families Parent Café model (training for leaders to be provided by First 5);
 - Will offer child care simultaneously;
 - May serve parents who participate in playgroups, those with children in preschool classes, and/or neighborhood parents not yet engaged with the school;
 - 100 parents will be served annually through Parent Cafés
 - Will be offered weekly in cycles of 6 Cafés for a minimum of 30 Cafés per year;
 - Language: At least one Café leader will be fluent in a language other than English that is reflective of community needs
 - After the first year of this contract, attendance must average at least 7 parents at each meeting as measured quarterly;
 - The Parent Café model includes a Café leader (who may be a staff person or a stipended parent) and Table Hosts (1 for every 4-5 participants) who are parents who receive a stipend of \$50 per café for this leadership activity;
 - Costs for staff, stipends, food, child care, supplies, and incentives for attendance may be included in the budget.
- When appropriate, **refer** children to Help Me Grow for developmental assessments.

13. EVALUATION PLAN

The evaluation procedures will support the COMMISSION and their evaluator in describing CONTRACTOR'S program efforts, immediate outcomes for participants, and how those outcomes contribute to the goals of First 5 Sacramento's 2024-2027 Strategic Plan. The COMMISSION uses a Results Based Accountability (RBA) model to evaluate the impact of their funded programs. The RBA model is structured around the following areas: "How much did we do?", "How well did we do it?", and "Is anyone better off?" Please see the information below for the detailed evaluation plan and procedures.

Evaluation & First 5 Sacramento Strategic Plan

- The following evaluation procedures will support First 5 Sacramento and Applied Survey Research (ASR) in describing your program's efforts, immediate outcomes for participants, and how those outcomes contribute to the goals of First 5 Sacramento's 2024-2027 Strategic Plan.
- Playgroups and Parent Cafés offered by school districts contribute to First 5 Sacramento's Health & Well-Being priority area to support the overarching

outcome in which “children’s basic needs are met so they can reach optimal development.”

Evaluation Plan

- First 5 Sacramento uses a Results Based Accountability (RBA) model to evaluate the impact of their funded programs. The RBA model is structured around the following areas: “How much did we do?”, “How well did we do it?”, and “Is anyone better off?”
- Indicators for each RBA area were developed to summarize and evaluate program activities in relation to the First 5 Sacramento FY 2024-2027 Strategic Plan’s goals and desired outcomes. First 5 Staff and ASR met with district representatives to ensure the identified indicators aligned with the proposed objectives and activities. A detailed Evaluation Plan by RBA area is outlined at the end of this document, including each indicator and methods of measurement.

Evaluation Forms and Procedures

Overview

1. Demographic data for all participants receiving First 5-funded services will be entered into Persimmony.
2. A **Consent Form** will be provided to the program participant (parent/guardian).
 - a. Consenting participants will be asked to complete:
 - i. A **First 5 Family Information Form (FIF) – Parent/Caregiver** at intake.
 - ii. A **Follow-Up FIF** administered by First 5 Evaluation staff.
 - b. Non-consenting participants will complete a **Client Information Form**, which collects the minimum information needed for First 5 California aggregate counts of demographics and services.
3. Individual-level **Service Records** will be entered into Persimmony for each applicable participant.
4. In addition to client-level forms and services outlined above, your program will be asked to submit **Bi-annual Performance Measures** reports which includes descriptions, counts, and other narratives for each milestone based on the objectives and activities outlined in your contract.
5. Client and Program **Success Stories** will be captured by staff throughout each year using the Success Stories Template and submitted to First 5 uploaded with Performance Measures reports.
6. Additional data requests and/or participant surveys will be administered by the First 5 Evaluation Team in collaboration with your district(s).

Consent Form

What and why	The Consent Form informs the parent/caregiver about the data to be collected, how it will be used in the evaluation, and requests their consent. The Consent Form also allows direct service staff to share basic client demographic information with other agencies for the purposes of coordination of care and services.
Who	All adult participants who will receive services, or whose child(ren) will receive services. Adults completing the consent form for children must be the child(ren)'s legal guardian.
When	Clients should complete this form at intake (prior to the start of services) and complete an updated form annually. Consents expire one year from the date they are signed.
How	The form can be completed on paper or electronically via Persimmony's Intake Portal in the parent/caregiver's preferred language (limited languages available).
Data Entry	If a hard copy consent is collected, scan and upload the signed consent to the caregiver's profile in Persimmony. Insert or update Consent Date or select "Declined" checkbox in client's Persimmony profile.

Client Information Form (only if Consent for Evaluation declined in Consent Form)

What and why	The Client Information Form collects and informs the parent/caregiver about minimum data requirements for aggregate demographic and service data counts. This information is important for annual reporting, to accurately count the total reach of First 5 dollars. Non-consenting participants will complete the Client Information Form in place of the Family Information Form (FIF) described below.
Who	Each participant who receives services during the fiscal year AND declines consent for evaluation in the Consent Form. Parents/caregivers who decline consent should also complete a form for each child receiving First 5-funded services.
When	At intake (prior to the start of services), after consent status has been determined.
How	The form can be completed on paper or electronically via Persimmony's Intake Portal in the parent/caregiver's preferred language (limited languages available).
Data Entry	Create or update Client Record in Persimmony with demographic information. Data collection/data entry will follow typical procedure for <i>services</i> provided, although no additional <i>assessment</i> (questionnaire) data will be collected/entered into Persimmony.

First 5 Family Information Form (FIF) – Parent/Caregiver

What and why	The Family Information Form (FIF) gathers demographic information about First 5 clients as well as their status on overall First 5 Sacramento indicators of interest, at intake. Toward the end of each fiscal year, First 5 staff will send an electronic Follow Up FIF to all eligible participants to identify the status on the indicators of interest after receiving First 5-funded services.
Who	Each parent/caregiver who receives services during the fiscal year AND who consents to have their data included in the evaluation.
When	Clients must complete a FIF at least one time during the FY in which they are receiving services (at or before start of services). If the client already completed a FIF with another program in the same FY they do not need to complete an additional FIF.
How	The preferred distribution of the FIF is via the Intake Portal in Persimmony. Hard copies of the forms (in a limited number of languages) are also available. Each client will be invited to complete one follow-up FIF distributed electronically by First 5.

Data Entry	If completed using hard copy, staff will enter data in Persimmony using the Assessment labeled “Pre FIF – Parent.” Responses completed electronically will need to be “accepted” to appear on the parent/caregiver’s client profile. Details will be covered in training provided to all Persimmony users.
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Parent Café Follow Up Survey

What and why	The Parent Café Follow Up Survey will capture feedback from Parent Café participants. The survey aims to identify the impact of Parent Cafés on their behaviors and is based on the tool developed by the Be Strong Families Participant Feedback survey.
Who	All parent café participants will have the opportunity to participate.
When	Upon completion of the Café series
How	First 5 staff will send the survey to Parent Café participants via Persimmony. Staff should make their best effort to collect email addresses for participating caregivers and encourage survey participation when they receive the link.
Data Entry	Since the survey will be completed directly by participants, no data entry will be required.

Program Services

In addition to the Assessment records described above, the following Services should be entered into the Persimmony database for each client following the activity.

Program Activity	Persimmony Service	Entered on:
Parent Café attendance (parent)	Parent_Cafe	Parent profile

Use service dates, service count, and service duration fields when entering data consistent with your district’s procedures.

DETAILED EVALUATION PLAN: PARENT SUPPORT & CONNECTIONS

This evaluation plan only includes the objectives and activities relevant to First 5 Evaluation goals and is not necessarily comprehensive of all objectives and activities to be performed by the contracted partner. Activities shown here may be abridged from the description provided in the program scope/contract.

School Districts – Parent Cafés		
RBA	Indicator(s)	Data Source/Method
How Much?	Total Reach	Service Records – Unduplicated Clients
	Number of caregivers served	Service Record – Parent Cafe
How Well?	Attendance	Service Records – Unduplicated Clients/Duplicated Services
	Average # of sessions attended	Service Records - Service count/duration calculations
	% who attend more than one session	Service Records - Service count/duration calculations
	% who attend 4+ sessions	Service Records - Service count/duration calculations
	Parent Leadership Development	Performance Measures Narratives
	Number of parents serving as Table Hosts (unduplicated)	Performance Measure TBD
	Participant satisfaction	Parent Café Follow Up Survey (to be developed)
Participant perceptions of the Café environment	<i>Examples: I felt the café was a safe space to share ...; I met other parents I plan to stay in touch with</i>	
Better Off?	Parent connection to their community (%)	FIF/Post-FIF Matched Set
	I know what program to contact in my community when I need help for basic needs (e.g., housing, food, employment).	FIF/Post-FIF Matched Set
	I know where I can get helpful information about parenting and taking care of children.	FIF/Post-FIF Matched Set
	Parent Leadership Development	Parent Café Follow Up Survey (to be developed)
Impact of Parent Café on participant behaviors	<i>Examples: I want to get more involved in my school; As a result of your Café experience(s), what changes have you made for yourself, your children, and/or your family?</i>	

EXHIBIT B
to Agreement between the
FIRST 5 SACRAMENTO COMMISSION
hereinafter referred to as "COMMISSION," and
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT,
hereinafter referred to as "CONTRACTOR"

BUDGET REQUIREMENTS

1. MAXIMUM PAYMENT TO CONTRACTOR

- A. The Maximum Total Payment Amount under this Agreement is:
\$252,000
- B. The Maximum Total Payment Amount shall be paid out on a reimbursement basis. Contractor shall submit invoices on a quarterly basis, by the 15th of the following month, for expenses incurred in the prior quarter.
- C. Funds received from the COMMISSION shall be used for to provide services identified in Exhibit A, Scope of Services, of this Agreement. Annual budgets must be reviewed and signed by CONTRACTOR'S Fiscal Officer and approved by COMMISSION staff prior to any payments being issued for this Agreement.
- D. Expenditures shall not exceed the specified amounts identified in the annual budget; to the extent that costs exceed those amounts, they are the responsibility of the CONTRACTOR. If CONTRACTOR fails to use the funding as specified, CONTRACTOR shall be required to return/reimburse the COMMISSION for the amount of the Maximum Total Payment Amount under this Agreement.

2. BUDGET REVISIONS

- A. Revisions to approved fiscal year budgets may be made in accordance with the COMMISSION'S budget revision policy.
- B. Invoice payments may not be made unless accompanied by the required budget revision form. Invoices may not be honored if the budget revision is submitted over ninety (90) days after the end of the billing cycle.

- C. Adjusted budgets may be submitted by June 15 for the following fiscal year provided that there is no change in the total amount of the budget or the scope of service. If the adjusted budget is not received by June 15, the budget initially submitted with the contract shall govern.
- D. In the final year of the contract, budget revisions received after June 15 will not be honored and may result in the non-payment of any line item amounts that exceed the budget limits.

3. ROLL OVER OF UNEXPENDED FUNDS

The COMMISSION'S roll over policy does not permit roll over of unexpended funds except under a very limited set of circumstances:

- To fund capital projects/assets that were budgeted in one contract year, and because of unforeseen delays in the project, will be purchased in the following contract year.
- To fund encumbrances not invoiced by the end of the fiscal year.

CONTRACTOR may request roll over under these limited circumstances and in accordance with COMMISSION'S fiscal policies. Requests for roll over must be made prior to the expenditure of the funds and prior to the expiration of the agreement.

4. BASIS FOR ADVANCE PAYMENT

- A. This Agreement allows for advance payment when CONTRACTOR submits a request in writing and request is approved by the COMMISSION'S Director.
- B. If COMMISSION finds that CONTRACTOR requires advance payment in order to perform the service required under this Agreement, Director may authorize a one-time or annual advance in an amount not to exceed 10% of the first twelve (12) months budgeted invoice amounts or the budgeted annual invoice amount, as applicable. All advanced funds shall be offset in equal installments against request for reimbursement claims (invoices) submitted during the first twelve (12) months following the effective date of the Agreement or the term of the Agreement, whichever is less.

STRATEGIC PLAN 2024

Legal Name of Organization/Individual:

Sacramento City Unified School District

Address:

5735 47th Avenue
 Sacramento, California 95824

PROGRAM CONTACT - Name and Title

Dr. E'Leva Hughes-Gibson

Telephone Number (w/area code):

916-643-7801

Email Address:

eleva-gibson@scusd.edu

FISCAL CONTACT - Name and Title

Sherrell Peterson, Program Technician

Telephone Number (w/area code):

916-643-7853

Email Address:

Sherrell-Peterson@scusd.edu

Contract Number:

(leave blank)

Overall Award: \$ 252,000.00

		Recommended Allocation	Optional Allocation
24/25	Year 1	\$ 84,000.00	\$ 82,320.00
25/26	Year 2	\$ 84,000.00	\$ 84,000.00
26/27	Year 3	\$ 84,000.00	\$ 85,680.00
Total		\$ 252,000.00	\$ 252,000.00

Enter an "x" in box to left to select the optional method, otherwise it will default to the Recommended Allocation.

FISCAL YEAR 2024/25

Year 1
Allocation

\$ 84,000.00

Organization: Sacramento City Unified School District
 Contact: Dr. E'Leva Hughes-Gibson
 916-643-7801 - eleva-gibson@scusd.edu

I. PERSONNEL						
line	Title/Role	Name	Annual Salary	FTE	Contract Budget	Budget Justification/Duties
101	Coordinator I	Christina Roseli	\$ 128,424.73	0.15	\$ 19,263.71	Oversee program, attend F5 meetings, complete reports
102	Parent Advisor	Marissa Floyd	\$ 44,319.00	0.10	\$ 4,431.90	Facilitator, parent contact, scheduling
103	School Community Liaison	William Carr	\$ 39,776.54	0.10	\$ 3,977.65	Facilitator, room set up, prep materials
104	Program Technician	Ella Yang	\$ 52,224.00	0.10	\$ 5,222.40	Fiscal reporting and monitoring, ordering materials and supplies, reimbursements.
105					\$ -	
106					\$ -	
Total Personnel					\$ 32,895.66	
II. BENEFITS						
line	Line Item			Contract Budget	Budget Justification/Use	
201	Fringe Benefits			\$ 19,174.91		
Total Benefits				\$ 19,174.91		
III. OPERATING EXPENSES						
line	Line Item	Cost Description	Contract Budget	Budget Justification/Use		
301	Mileage	.656 mileage reimbursement rate	\$ 4,550.00	Mileage reimbursements used to support personnel and families in travel expenses to and from parent café and any other travel related to the program.		
302	Materials & Supplies	Cost allocation based on family café = 30 sessions throughout the year (5) 6 week long sessions.	\$ 13,000.00	Cost allocation based on family café = 30 sessions throughout the year (5) 6 week long sessions. Includes Materials and supplies related to café operations including food and childcare		
303	Office Supplies		\$ 3,500.00	Office supplies used to run operations necessary to support and sustain parent café. Items include paper, pens, staples, clips, post-its, binders, and all other supplies used in office.		
304	Duplication	Cost allocation based on \$0.42 per color copy and \$0.35 per black & white copy	\$ 1,250.00	Copies used to create flyers, handouts and communication with families and community members.		
305	Stipend	Cost allocation based on 2 table leader X \$50 X 30 weeks	\$ 3,000.00	Stipend for table leader		
306	Other	Incentives, table prizes, etc	\$ 3,977.48	All other items not included in the normal operating expenses.		
307			\$ -			
Total Operating Expenses				\$ 29,277.48		
IV. EQUIPMENT (over \$5,000)						
line	Line Item			Contract Budget	Budget Justification/Use	
401				\$ -		
Total Equipment				\$ -		
V. SUBCONTRACTS/CONSULTANTS						
line	Line Item			Contract Budget	Budget Justification/Use	
501				\$ -	Complete separate budget template	
Total Subcontracts/Consultants				\$ -		

FISCAL YEAR 2024/25

Year 1
Allocation

\$ 84,000.00

Organization: Sacramento City Unified School District
 Contact: Dr. E'Leva Hughes-Gibson
 916-643-7801 - eleva-gibson@scusd.edu

VI. INDIRECT				
line	Line Item	Rate	Contract Budget	
601	Indirect	3.26%	\$ 2,651.95	
Total Indirect			\$ 2,651.95	
CONTRACT TOTALS				
		FISCAL YEAR 2024/25 Year 1	\$ 84,000.00	

FISCAL YEAR 2025/26

Year 2
Allocation

\$ 84,000.00

Organization:
Contact:

Sacramento City Unified School District
Dr. E'Leva Hughes-Gibson
916-643-7801 - eleva-gibson@scusd.edu

I. PERSONNEL						
line	Title/Role	Name	Annual Salary	FTE	Contract Budget	Budget Justification/Duties
101	Coordinator I	Christina Roseli	\$ 121,063.80	0.15	\$ 18,159.57	Oversee program, attend F5 meetings, complete reports
102	Parent Advisor	Marissa Floyd	\$ 46,030.90	0.20	\$ 9,206.18	Facilitator, parent contact, scheduling
103	School Community Liaison	William Carr	\$ 35,176.19	0.20	\$ 7,035.24	Facilitator, room set up, prep materials
104	Program Technician	Sherrell Peterson	\$ 61,369.18	0.10	\$ 6,136.92	Fiscal reporting and monitoring, ordering materials and supplies, reimbursements.
105					\$ -	
106					\$ -	
Total Personnel					\$ 40,537.90	
II. BENEFITS						
line	Line Item		Rate		Contract Budget	
201	Fringe Benefits		32.0%		\$ 12,972.13	
Total Benefits					\$ 12,972.13	
III. OPERATING EXPENSES						
line	Line Item	Cost Description			Contract Budget	Budget Justification/Use
301	Mileage	.656 mileage reimbursement rate			\$ 4,550.00	Mileage reimbursements used to support personnel in travel expenses to and from parent café and any other travel related to the program.
302	Materials & Supplies	Cost allocation based on family café = 30 sessions throughout the year (5) 6 week long sessions.			\$ 16,000.00	Cost allocation based on family café = 30 sessions throughout the year (5) 6 week long sessions. Includes Materials and supplies related to café operations including food and childcare
303	Office Supplies				\$ 3,500.00	Office supplies used to run operations necessary to support and sustain parent café. Items include paper, pens, staples, clips, post-its, binders, and all other supplies used in office.
304	Duplication	Cost allocation based on \$0.42 per color copy and \$0.35 per black & white copy			\$ 1,250.00	Copies used to create flyers, handouts and communication with families and community members.
305	Other	Incentives, table prizes, etc			\$ 2,333.71	All other items not included in the normal operating expenses.
306					\$ -	
Total Operating Expenses					\$ 27,633.71	
IV. EQUIPMENT						
(over \$5,000)						
line	Line Item				Contract Budget	Budget Justification/Use
401	NONE				\$ -	
Total Equipment					\$ -	
V. SUBCONTRACTS/CONSULTANTS						
line	Line Item				Contract Budget	Budget Justification/Use
501					\$ -	Complete separate budget template
Total Subcontracts/Consultants					\$ -	
VI. INDIRECT						
line	Line Item		Rate		Contract Budget	

FISCAL YEAR 2025/26

Year 2

Allocation

\$ 84,000.00

Organization:

Sacramento City Unified School District

Contact:

Dr. E'Leva Hughes-Gibson

916-643-7801 - eleva-gibson@scusd.edu

601	Indirect	3.52%	\$ 2,856.26	
Total Indirect			\$ 2,856.26	
CONTRACT TOTALS		FISCAL YEAR 2025/26 Year 2	\$ 84,000.00	3

\$ 84,000.00

I. PERSONNEL						
line	Title/Role	Name	Annual Salary	FTE	Contract Budget	Budget Justification/Duties
101	Coordinator I	Christina Roseli	\$ 121,063.80	0.15	\$ 18,159.57	Oversee program, attend F5 meetings, complete reports
102	Parent Advisor	Marissa Floyd	\$ 46,030.90	0.20	\$ 9,206.18	Facilitator, parent contact, scheduling
103	School Community Liaison	William Carr	\$ 35,176.19	0.20	\$ 7,035.24	Facilitator, room set up, prep materials
104	Program Technician	Sherrell Peterson	\$ 61,369.18	0.10	\$ 6,136.92	Fiscal reporting and monitoring, ordering materials and supplies, reimbursements.
105					\$ -	
106					\$ -	
Total Personnel					\$ 40,537.90	
II. BENEFITS						
line	Line Item	Rate			Contract Budget	
201	Fringe Benefits	32.0%			\$ 12,972.13	
Total Benefits					\$ 12,972.13	
III. OPERATING EXPENSES						
line	Line Item	Cost Description			Contract Budget	Budget Justification/Use
301	Mileage	.656 mileage reimbursement rate			\$ 4,550.00	Mileage reimbursements used to support personnel in travel expenses to and from parent café and any other travel related to the program.
302	Materials & Supplies	Cost allocation based on family café = 30 sessions throughout the year (5) 6 week long sessions.			\$ 16,000.00	Cost allocation based on family café = 30 sessions throughout the year (5) 6 week long sessions. Includes Materials and supplies related to café operations including food and childcare
303	Office Supplies				\$ 3,500.00	Office supplies used to run operations necessary to support and sustain parent café. Items include paper, pens, staples, clips, post-its, binders, and all other supplies used in office.
304	Duplication	Cost allocation based on \$0.42 per color copy and \$0.35 per black & white copy			\$ 1,250.00	Copies used to create flyers, handouts and communication with families and community members.
305	Other	Incentives, table prizes, etc			\$ 2,333.71	All other items not included in the normal operating expenses.
306					\$ -	
Total Operating Expenses					\$ 27,633.71	
IV. EQUIPMENT (over \$5,000)						
line	Line Item				Contract Budget	Budget Justification/Use
401	NONE				\$ -	
Total Equipment					\$ -	
V. SUBCONTRACTS/CONSULTANTS						
line	Line Item				Contract Budget	Budget Justification/Use
501					\$ -	Complete separate budget template
Total Subcontracts/Consultants					\$ -	
VI. INDIRECT						
					Contract	

FISCAL YEAR 2026/27

Year 3
Allocation

\$ 84,000.00

Organization: Sacramento City Unified School District
 Contact: Dr. E'Leva Hughes-Gibson
 916-643-7801 - eleva-gibson@scusd.edu

line	Line Item	Rate	Budget
601	Indirect	3.52%	\$ 2,856.26
	Total Indirect		\$ 2,856.26
CONTRACT TOTALS		FISCAL YEAR 2026/27 Year 3	\$ 84,000.00

Strategic Plan 2024**Organization:** Sacramento City Unified School District**Contact:** Dr. E'Leva Hughes-Gibson
916-643-7801 - eleva-gibson@scusd.edu

Budget Categories	FY 2024/25 Contract	FY 2025/26 Contract	FY 2026/27 Contract	Strategic Plan 2024-27 Contract Totals
I. PERSONNEL	\$ 32,895.66	\$ 40,537.90	\$ 40,537.90	\$ 113,971.46
II. BENEFITS	\$ 19,174.91	\$ 12,972.13	\$ 12,972.13	\$ 45,119.17
III. OPERATING EXPENSES	\$ 29,277.48	\$ 27,633.71	\$ 27,633.71	\$ 84,544.90
IV. EQUIPMENT	\$ -	\$ -	\$ -	\$ -
V. SUBCONTRACTS	\$ -	\$ -	\$ -	\$ -
VI. INDIRECT	\$ 2,651.95	\$ 2,856.26	\$ 2,856.26	\$ 8,364.47
TOTAL	\$ 84,000.00	\$ 84,000.00	\$ 84,000.00	\$ 252,000.00

AGREEMENT FOR SERVICES
Between
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Youth Development Support Services Department
and
Leaders of Tomorrow

The Sacramento City Unified School District (“District” or “SCUSD”) and the Leaders of Tomorrow (“LOT” or “Provider” or “Contractor”) collectively hereinafter referred to as “the Parties” and individually hereinafter referred to as “the Party” hereby enter into this Agreement for program services (“Agreement”) effective on June 17, 2024 (“Effective Date”) with respect to the following recitals:

RECITALS

WHEREAS, the District desires to engage Leaders of Tomorrow to develop, maintain and sustain summer programs that offer enrichment activities to Father Keith B. Kenny, Isador Cohen Elementary and John Sloat Elementary supporting the *SummerMatters@SCUSD* programs at the above-mentioned schools from June 24 – July 26. This collaboration is designed to keep students engaged in learning opportunities during the summer intercession, provide students with active and exciting learning opportunities, literacy development, daily physical fitness opportunities, nutritious breakfast and lunch, promote healthy lifestyle choices and provide opportunities for parents to actively participate in their children’s education;

All LOT employees who will be working with students must abide by all local, California, and federal applicable law, including FERPA, 20 U.S.C. 1232g, and Ed. Code section 49060 *et seq.*, which limits personally identifiable student records without parental consent with limited exceptions. All employees who will be working with students in-person or virtually must undergo a criminal background investigation by SCUSD.

Contractor is responsible for adhering to all District policies and procedures pertaining to safety and security while being on District’s property. No drugs, alcohol and/or smoking are allowed at anytime at any of the District’s buildings or grounds.

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Roles and Responsibilities.

- i. LOT shall adhere to all scope of services outlined in this Contract: Terms and Conditions; Attachment A, Scope of Services; Attachment B, Expanded Learning Program Expectations; and all expectations outlined in the SCUSD Expanded Learning Program Manual.
- ii. District shall adhere to scope of services outlined in Attachment A. District shall provide funding pursuant to Paragraph B directly below. District shall provide and coordinate space and location of all District-sponsored expanded learning professional development, meetings, and trainings. District shall coordinate the convening of all contractors to facilitate program planning and modifications as reasonably practicable.
- iii. District’s obligation to proceed with the services is conditioned upon the appropriation of state, federal and other sources of funds not controlled by District. District will have the right to terminate

the Agreement without damage, penalty, cost or further obligation in the event that through no action or inaction on the part of District, the funding is withdrawn.

- iv. District may, by written notice stating the extent and effective date thereof terminate the Agreement for convenience in whole or in part, at any time with 30 days' notice. District will pay Contractor as full compensation the pro rata Agreement price for performance through the date of termination.

B. Payment.

- i. For provision of services pursuant to this Agreement, District shall pay LOT for direct services not to exceed **\$188,160.00** to be made in installments upon receipt of two properly submitted invoices. The first invoice should be submitted during the week of June 24 and the second invoice should be submitted during the week of July 22, 2024. All invoices should be submitted on ELPAT (Expanded Learning Portal). Once the invoices are submitted, District shall review and validate the invoices and remit payment within 30 days of the submission date.
- ii. The contractor must provide access to its program and fiscal records for audits and any other state or federal site visits.
- iii. Non-submission of accurate fiscal and program data in a timely manner may have fiscal implications such as withholding of the payments.

Summer Programs 2024 Required Hours and Days of Operation

- Students to Staff Ratio: Agency will provide staffing based on the ratio 16:1. The Program Manager at each site must not be counted in the ratio. Staff must be present 30 minutes before the start time and 30 minutes after the closing time/or until all the students are picked up.
- The total days (28) include programming from June 24 through July 26 with July 4th being off. Four days of training and preparation are included in the total funding.
- All three programs will start at 8:00 a.m. and close at 5:00 p.m.
- All three programs are funded at \$28 per student per day.

School Name/Program	Total Contract Amount	Number of Students to be Served	Number of Days	Amount from ASES Grant	Amount from ELOP (Expanded Learning Opportunities Program)
Father Keith B. Kenny	\$62,720.00	80	24		\$62,720.00
Isador Cohen Elementary	\$62,720.00	80	24		\$62,720.00
John Sloat Elementary	\$62,720.00	80	24		\$62,720.00
	\$188,160.00				

Funding Distribution:

ELOP for Programming = \$188,160.00

- The agency staff will explore and design enrichment activities that supplement *SummerMatters* curriculum. The agency's summer work plans should be submitted to the area specialist during the week of June 17, 2024.
- All enrichment activities should focus on providing new experiences and opportunities such as field trips, on site assemblies/presentations and art activities to all students.
- It is required for the agency staff to work closely with the summer site administration to promote attendance and engagement of students in order to reach 85% or above of the contracted average daily attendance for the summer programs.

C. Independent Contractor. While engaged in providing the services in this Agreement, and otherwise performing as set forth in this Agreement, LOT and each of LOT employees, is an independent contractor, and not an officer, employee, agent, partner, or joint venturer of the District.

D. Insurance Requirements. **Prior to commencement of services and during the life of this Agreement, Contractor shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office (ISO) form CG 00 01, in an amount not less than two million dollars (\$2,000,000) per occurrence for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit. Contractor's general liability policies shall be primary and shall not seek contribution from the District's coverage and be endorsed with a form at least as broad as ISO form CG 20 10 or CG 20 26 to provide that District and its officers, officials, employees, and volunteers shall be additional insureds under such policies.**

Please note: The copy of the insurance must be submitted with the signed contract.

Sexual Abuse and Molestation Insurance

- a. Sexual Abuse and Molestation Insurance is required with limits not less than five million dollars (**\$5,000,000**) per occurrence. This insurance shall cover potential claims of sexual abuse or molestation.
- b. The Sexual Abuse and Molestation coverage must either be included under a General Liability policy or obtained in a separate policy. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement, and Contractor agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this agreement.

E. Fingerprinting Requirements.

- i. As required by SCUSD, all individuals that come into contact with SCUSD students must undergo a criminal background investigation by the District. LOT agrees that any employee it provides to District shall be subject to the fingerprinting and TB requirements set forth in the California Education Code. The contractor agrees that all staff associated with the agency shall not start

working with the students or be at the sites until the district has received the confirmation from California Department of Justice (CADOJ) that the individual's fingerprints have been cleared. The agency will be notified upon clearance. Upon receipt of a subsequent arrest notification from DOJ, SCUSD shall within 48 hours notify LOT of such a subsequent arrest notification. If an employee is disqualified from working for District pursuant to the requirements of the California Education Code, LOT agrees to provide a replacement employee within 15 days of receiving notification that the previous employee has been disqualified. Failure to adhere to the terms of this provision is grounds for termination of the Agreement.

- ii. LOT further agrees and certifies that any employee providing services directly to any student(s) of SCUSD whether qualifying as a Mandated Reporter as defined by California Penal Code §11165.7(a), or not, shall be provided annual training on child abuse and mandated reporting of child abuse or neglect utilizing an evidence-based training method which includes training on how to recognize conduct of adults which may trigger reasonable suspicion of abuse of children, i.e., "red-flag" or "grooming" behaviors. Failure to adhere to the terms of this provision is grounds for termination of the Agreement

- F. Confidential Records and Data. Each Party shall not disclose confidential records received from the other Party, including student records pursuant to FERPA, 20 U.S.C. § 1232g, et seq., and California Education Code Section 49060, et seq. LOT shall maintain the confidentiality of student or pupil records and shall not disclose such records to any third parties without the express written approval of the District. In the event a Party receives a request for disclosure of such confidential records, whether under the California Public Records Act, a duly-issued subpoena, or otherwise, said Party shall tender the request to the other Party who shall be responsible for addressing said request, including the defense of its claim of confidentiality. The Party asserting its claim of confidentiality shall hold harmless and defend the Party receiving such request from any liability, claim, loss, cost, attorney's fees and damages, as adjudged by a court of competent jurisdiction, arising out of a refusal to disclose such confidential records.

G. Period of Agreement.

- i. The term of this Agreement shall be from June 17, 2024 through July 26, 2024. *Either Party may terminate this contract without cause upon giving the other Party thirty (30) days written notice. Notice shall be deemed given when received by the Party, or no later than three days after the day of mailing, whichever is sooner.
- ii. The District may terminate this Contract with cause upon written notice of intention to terminate for cause. A Termination for Cause shall include: (a) material violation of this Agreement by LOT; (b) any act by LOT exposing the District to liability to others for personal injury or property damage; or (c) LOT is adjudged as bankrupt; LOT makes a general assignment for the benefit of creditors, or a receiver is appointed on account of the LOT's insolvency.
- iii. Ten (10) calendar days after service of such notice, the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, or this Agreement shall cease and terminate. In the event of such termination, the District may secure the required services from another contractor. If the cost to the District exceeds the cost of providing the service pursuant to this Agreement, the excess cost shall be charged to and collected from the Contractor. The

foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the District. Written notice by the District shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.

Upon termination, Contractor is required to turn in all the documentation (sign in sheets, registration forms, all student information etc) to the District.

- H. Indemnity. The Parties understand and agree that certain rights and obligations are governed by California Education Code section 38134(i), which states:
- i. Any school district authorizing the use of school facilities or grounds under subdivision (a) shall be liable for any injuries resulting from the negligence of the district in the ownership and maintenance of those facilities or grounds. Any group using school facilities or grounds under subdivision (a) shall be liable for any injuries resulting from the negligence of that group during the use of those facilities or grounds. The district and the group shall each bear the costs of defending itself against claims arising from those risks. Notwithstanding any provision of law, this subdivision shall not be waived. Nothing in this subdivision shall be construed to limit or affect the immunity or liability of a school district under Division 3.6 (commencing with Section 810) of title 1 of the government Code, for injuries caused by a dangerous condition of public property.
 - ii. Accordingly, LOT agrees to indemnify and hold harmless the District and its successors, assigns, trustees, officers, employees, staff, agents and students from and against all actions, causes of action, claims and demands whatsoever, and from all costs, damages, expenses, charges, debts and liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, willful misconduct, negligence, injury or other causes of action or liability proximately caused by LOT and/or its successors, assigns, directors, employees, officers, and agents related this Agreement. LOT has no obligation under this Agreement to indemnify and hold harmless the District and is not liable for any actions, causes of action, claims and demands whatsoever, and for any costs, damages, expenses, charges, debts or other liabilities whatsoever (including attorney's fees) arising out of any actual or alleged act, omission, negligence, injury or other causes of action or liability proximately caused by the District and/or its successors, assigns, trustees, officers, employees, staff, agents or students. The Parties expressly agree that the indemnity obligation set forth in this Agreement shall remain in full force and effect during the term of this Agreement. The Parties further agree that said indemnity obligations shall survive the termination of this Agreement for any actual or alleged act, omission, negligence, injury or other causes of action or liability that occurred during the term of this Agreement.
- I. Use of Facilities. Neither LOT, nor its employees, agents, guests nor invitees are authorized to use any other real property or physical improvements to real property, other than the facilities covered by this Agreement. LOT's use of the District's facilities shall not interfere with the District's ability to carry on educational activities, interfere with the District's ability to carry on recreational activities, or interfere with other potential users' authorized right to use District property. At all times, LOT shall comply with the District's rules, regulations, and policies, copies of which are deemed to have been provided to LOT prior to the execution of this Agreement. LOT is responsible for ensuring that its Directors, Officers, agents, employees, contractors, guests, invitees, and participants, as well as any other individual who may attend or view the contemplated activities at the sites, comply with these requirements. LOT shall ensure that the District's property is not

altered, modified, or changed in any manner absent the District's express prior and written consent. Failure to comply with these obligations shall, at the discretion of the District, be a basis to immediately terminate this Agreement. LOT waives any claim against the District for damages relating to its use of the facilities, including, but not limited to, theft or destruction of the User's property.

- J. Nondiscrimination. It is the policy of the District that in connection with all services performed under contract, there will be no discrimination against any prospective or active employee engaged in the work because of race, color, ancestry, national origin, handicap, religious creed, sex, gender identity, sexual orientation, age or marital status. LOT agrees to comply with applicable federal and California laws including, but not limited to, the California Fair Employment and Housing Act.
- K. Safety, Security, Controlled Substances. The contractor is responsible for adhering to District's policies and procedures pertaining to safety and security while being on District property at any given time. Use of drugs, alcohol, tobacco (including smoking and vaping) is strictly prohibited on school grounds or in any of the District buildings.
- L. No Solicitation. Contractor shall not engage in any sales (including fund raising for students) or the solicitation of business on any District property without the prior approval from the District.
- M. Severability. If any provisions of this Agreement are held to be contrary to law by final legislative act or a court of competent jurisdiction inclusive of appeals, if any, such provisions will not be deemed valid and subsisting except to the extent permitted by law, but all other provisions will continue in full force and effect.
- N. Applicable Law/Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of California. If any action is instituted to enforce or interpret this Agreement, venue shall only be in the appropriate state or federal court having venue over matters arising in Sacramento County, California, provided that nothing in this Agreement shall constitute a waiver of immunity to suit by the District.
- O. Assignment. This Agreement is made by and between LOT and the District and any attempted assignment by them, their successors or assigns shall be void unless approved in writing by the Parties.
- P. Entire Agreement. This Agreement constitutes the entire agreement between LOT and the District with respect to the subject matter hereof and supersedes all previous negotiations, proposals, commitments, writings, advertisements, publications and understandings of any nature whatsoever, with respect to the same subject matter unless expressly included in this Agreement. The Parties hereby waive the presumption that any ambiguities in a contract are read against the drafter of same. The Parties further agree and represent that each of them are the drafters of every part of this Agreement.
- Q. Amendments. The terms of this Agreement shall not be amended in any manner except by written agreement signed by the Parties.
- R. Execution in Counterparts. This Agreement may be executed in counterparts such that the signatures of the Parties may appear on separate signature pages. Facsimile or photocopy signatures shall be deemed original signatures for all purposes.

- S. Authority. Each party represents that they have the authority to enter into this Agreement and that the undersigned are authorized to execute this Agreement.
- T. Approval/Ratification by Board of Education. To the extent the Agreement exceeds an expenditure above the amount specified in Education Code section 17605, this Agreement, as to any such exceeded amount, is not enforceable and is invalid unless and until the exceeded amount is approved and/or ratified by the governing board of the Sacramento City Unified School District, as evidenced by a motion of said board duly passed and adopted.
- U. Contract Contingent Upon Board Approval. This agreement shall not be bound by the terms of this Agreement until it has been formally approved by the District's Board of Trustees, and no payment shall be made or owed to Contractor without the formal approval. This agreement will be deemed approved once signed by the Chief Business Officer and a purchase order (P.O.) is generated.

The Contractor shall not start providing services until a P.O. number is generated/provided.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed.

DISTRICT:

By: _____ Date _____
 Janea Marking
 Chief Business Officer
 Sacramento City Unified School District

AGENCY NAME: LEADERS OF TOMORROW

By: Pendrel Ventress _____ Date Apr 30, 2024
 Authorized Signature

Print Name: Pendrel Ventress

Title: Chief Executive Officer

Agency's Public Phone Number: 916.524.2365

Email Address: Pendrel.Ventress@leadersasp.com

Sacramento City Unified School District and Leaders of Tomorrow:
Scope of Services
Attachment A

DISTRICT shall:

1. Provide support for program evaluation.
2. Recognize in all sponsored events and on brochures, flyers, and promotional materials as appropriate.
3. Provide a district Expanded Learning Specialist for each school that will provide the support and guidance needed to operate the Expanded Learning program.
4. Meet monthly with the Program Managers to identify program needs, assistance, and successes.
5. Designate a school staff contact person to work directly with the Program Manager for program planning, assistance in hiring staff and to address any implementation issues.
6. Help train program staff and volunteers on school procedures and the enrichment curriculum materials being used at the school that should be integrated into the program.
7. Help recruit students into the program and provide the program access to parents of participating students.
8. Help provide parents/students forums to obtain feedback on the program, what is working and what new services/program elements need to be added or modified.
9. Provide space for the program to operate, including office space for the Program, classroom space for classes and activities, and storage space for program supplies/materials.
10. Provide Expanded Learning snack/supper that is consistent with requirements of the USDA.
11. Help coordinate custodial and storage needs of the program.
12. Meet regularly with the District contact person, LOT site liaison and site administrator to identify program needs, successes and assistance.

Leaders of Tomorrow shall:

1. Provide Expanded Learning services according to Expanded Learning Opportunities Program, ASES, and 21st Century grant guidelines.
2. The program will establish minimum qualifications for each staff position that at a minimum, ensure that all staff members who directly supervise pupils meet the minimum qualifications for an instructional aide, pursuant to the policies of Sacramento City Unified School District.
3. Follow the Expanded Learning Procedural Manual. It is the responsibility of the contractor to include SCUSD's Expanded Learning Program Manual information in their trainings. All program managers will have access to the Program Manual.
4. All Expanded Learning staff are required to read District's *Return to Health* plan (including appendixes) posted on District's website and follow the instructions written in the plan. <https://returntogether.scusd.edu/return-health>
5. Provide general ledgers for each funding resource twice a year. The contractor must submit the first general ledger on or before January 31, 2024 covering July 1 through December 31, 2023 time period. The second general ledger must be submitted on or before July 31, 2024 covering January 1 through June 30 time period
6. The contractor is required to submit documentation of time accounting of their employees. Time accounting or time/effort records are to be submitted twice along with general ledgers.
7. Maintain and retain sign in sheets, registration forms and program activities records throughout the period of the grant. Failure to provide these documents to the District upon request is grounds

for termination of this contract. It is required that the contractor maintain the documentation of the program plan for a minimum of five years.

8. Comply with requirements of the USDA related to administration and operation of Expanded Learning snack and other District-sponsored nutrition programs including SCUSD's Wellness Policy.
9. Per District policies and protocol, agency staff will administer required medications prescribed by a student's health care provider/doctor.
10. Supply the staff with materials, supervision and volunteer recruitment for designated school sites.
11. Develop special activities and field trips for the sites individually and collectively.
12. Work collaboratively with the others outside LOT contracted by the District to provide expanded learning services at school sites as permitted under the district's policies and applicable local, state and federal law.
13. Communicate progress of project/partnership development on a timely and consistent manner to the District.
14. Communicate new partnership opportunities with the District.
15. Advertise, when possible, project/partnership in newspaper, events, press releases, *etc.* with the prior approval of the District.
16. Provide at least one full time Program Manager/per site that is employed until the termination of this Agreement.
17. Program Manager will meet regularly with the summer school principal..
18. Provide sufficient staffing to maintain a 16:1 students/staff ratio in grades 1 – 12 classes, and 10 to 1 ratio in TK and K classrooms. LOT will provide reports and updates to the District regarding the number of staff, salaries and hours of employment at each of their contracted site upon request.
19. Utilize the Youth Development Support Services Quality Assurance tool, or a Self-Assessment Tool for Expanded Learning programs as the monitoring and evaluation device on a monthly basis.
20. Meeting with the Program Manager and District contact person to identify program needs, successes and areas for assistance.
21. Act as liaison with parents/community in supporting family engagement.
22. Expanded Learning staff will engage/participate in all school site events such as Family Engagement Nights, Fund Raising events, Back to School Night etc.
23. Other areas as agreed upon by the Parties.

District Expectations for Expanded Learning Programs:

The following guidelines are set forth to establish clear communication between the District staff and contracted Expanded Learning Programming LOT regarding District expectations.

1. LOT and their staff will adopt and work within the social justice youth development framework as they operate District programs. This may include:
 - a. Creating opportunities for youth-led activities and service learning
 - b. Involving youth in the decision-making process when appropriate
 - c. Encouraging youth civic engagement
 - d. Incorporating social emotional learning and restorative practices
2. LOT and their staff will be knowledgeable of and adhere to the regulations established in the Expanded Learning manual, including, but not limited to:
 - a. Requirements for Safety
 - b. Training on Child Sexual Abuse Prevention to all agency staff
 - c. Communication Protocol
 - d. Medical Protocol
 - e. District Disciplinary Protocol
 - f. SCUSD Wellness Policy
 - g. Cell phone policy, Dress Code
 - h. Volunteer Process – Policies, Procedures, Protocols. Agency is required to follow the guidelines set forth in District’s Volunteer Protocol.
3. LOT will maintain an environment that is physically and emotionally safe for children/youth and staff at all times during District Learning. This includes:
 - a. Adequate supervision that includes keeping students within the visual line of sight for staff (age appropriate) at all times - excluding restroom breaks.
 - b. Clear, positively stated program rules and expectations.
 - c. Engage in active supervision at all times including moving through program space, scanning environment and interacting with students to help prevent incidents from occurring.
 - d. Follow all field trip policies and procedures.
 - e. Using cell phones only as needed to communicate with parents/guardians of children for incident and pickup purposes.
 - f. Absolutely no contact with students through personal phones or social media. Agency cell phones and District or agency’s email should be used to communicate program related information to families and students.
 - g. While in presence of students or during supervision on the playground, LOT staff should not use cell phones unless it is an emergency.
4. SCUSD – YDSS Area representatives, LOT and their staff will communicate effectively and regularly with each other and maintain accurate contact information. This means:
 - a. Checking and answering e-mails and phone message daily
 - b. Incidents, issues and concerns will be communicated to the district within 24 hours.
 - c. Regular and clear communication with parents via newsletters, phone calls, e-mails etc.
 - d. Checking district (Outlook) email regularly

- e. Entering attendance daily in *Infinite Campus*
 - f. Clean and organized paperwork (e.g. sign-in sheets, registration forms, and other documentation)
5. Program staff will conduct themselves in a professional manner at all times by being:
 - a. Easily identifiable to parents and school staff by wearing badges in plain view while on duty. Daily check-in with the front office upon arrival.
 - b. Prepared and ready at least 30 minutes prior to start of programming.
 - c. Regularly assess student interest via student surveys, classroom discussions, suggestion boxes etc., and make adjustments when necessary to ensure continued student engagement.
 - d. Adhering to dress code policies in alignment with their school site, site handbook regulations, site administration guidelines and expectations
 6. In order to support academic achievement, LOT/staff should:
 - a. Have a general knowledge of the academic standing of their students in their program.
 - b. Plan enrichment activities in alignment to the regular school day.
 - c. **Each program site will have their own program plan based on the needs of their students.**
 - d. Meet with administrators and teachers regularly. Maintain regular communication with site administrator or site designee.
 7. Program Managers will perform on-going program observations utilizing the Expanded Learning Walk-Thru form in order to provide feedback to their staff.
 8. All 21st Century Learning Centers/ASSETs programs must assess the need for family literacy services among adult family members of students served by the program. Based on that need, all programs must, at a minimum, either refer families to existing services or coordinate with Youth Development Support Services to deliver literacy and educational development services.
 9. Area representatives will evaluate Expanded Learning programs based on student participation, adherence to the above-mentioned guidelines, and on the analysis of the various assessment tools.
 10. Agencies will participate in all SCUSD's parent and youth voice surveys.
 11. Program managers and team leads will participate in district offered professional development.
 12. Agency will include information about sexual harassment and child sexual abuse prevention (including identifying grooming behaviors) in all new employee orientations as required under applicable state and federal law.



Price Quote

Amplify

55 Washington Street, Suite 800
Brooklyn, NY 11201
Phone: (800) 823-1969
Fax: (646) 403-4700

Quote #: Q-373153-1
Date: 6/6/2024
Expires On: 7/6/2024

Customer Contact Information

Neng Her
Sacramento City Unif Sch Dist
(916) 433-5025
neng-her@scusd.edu

Amplify Contact Information

Wendy Garcia
Senior Account Executive
(510) 368-7666
wgarcia@amplify.com

Summer Matters

Grade K

PRODUCT	QUANTITY	PRICE	TOTAL DISCOUNT	TOTAL PRICE
Amplify Science GK Physical Science Kit: Pushes and Pulls	26.00	\$1,036.00	\$2,693.60	\$24,242.40
TOTAL			\$2,693.60	\$24,242.40

Grade 1

PRODUCT	QUANTITY	PRICE	TOTAL DISCOUNT	TOTAL PRICE
Amplify Science G1 Physical Science Kit: Light and Sound	26.00	\$1,338.40	\$3,479.84	\$31,318.56
TOTAL			\$3,479.84	\$31,318.56

Grade 2

PRODUCT	QUANTITY	PRICE	TOTAL DISCOUNT	TOTAL PRICE
Amplify Science G2 Earth Science Kit: Changing Landforms	26.00	\$890.40	\$2,315.04	\$20,835.36
TOTAL			\$2,315.04	\$20,835.36

Grade 3

PRODUCT	QUANTITY	PRICE	TOTAL DISCOUNT	TOTAL PRICE
Amplify Science G3 Earth Science Kit: Weather and Climate	26.00	\$1,288.00	\$3,348.80	\$30,139.20
TOTAL			\$3,348.80	\$30,139.20

Grade 4

PRODUCT	QUANTITY	PRICE	TOTAL DISCOUNT	TOTAL PRICE
Amplify Science G4 Physical Science Kit: Energy Conversions	26.00	\$1,015.84	\$2,641.18	\$23,770.66
TOTAL			\$2,641.18	\$23,770.66

Grade 5

PRODUCT	QUANTITY	PRICE	TOTAL DISCOUNT	TOTAL PRICE
Amplify Science G5 Earth Science Kit: The Earth System	26.00	\$890.40	\$2,315.04	\$20,835.36
TOTAL			\$2,315.04	\$20,835.36

Grade 6

PRODUCT	QUANTITY	PRICE	TOTAL DISCOUNT	TOTAL PRICE
Amplify Science MS Earth's Changing Climate Kit	26.00	\$190.40	\$495.04	\$4,455.36
TOTAL			\$495.04	\$4,455.36

Grade 7

PRODUCT	QUANTITY	PRICE	TOTAL DISCOUNT	TOTAL PRICE
Amplify Science MS Chemical Reactions Kit	6.00	\$509.60	\$305.76	\$2,751.84
TOTAL			\$305.76	\$2,751.84

Grade 8

PRODUCT	QUANTITY	PRICE	TOTAL DISCOUNT	TOTAL PRICE
Amplify Science MS Magnetic Fields Kit	5.00	\$352.80	\$176.40	\$1,587.60
TOTAL			\$176.40	\$1,587.60

SUBTOTAL	\$159,936.34
ESTIMATED SALES TAX (10%)	\$15,993.63
TOTAL DISCOUNT	\$17,770.70
GRAND TOTAL	\$175,929.97

Scope and Duration**Payment Terms:**

- This Price Quote (including all pricing and other terms) is valid through Quote Expiration Date stated above.
- Payment terms: net 30 days.

- Prices do not include sales tax, if applicable.
- Pricing terms in the Price Quote are based on the scope of purchase and other terms herein.
- The Federal Tax ID # for Amplify Education, Inc. is 13-4125483. A copy of Amplify's W-9 can be found at: <http://www.amplify.com/w-9.pdf>

License and Services Term:

- Licenses: 07/01/2024 until 06/30/2025.
- Services: 18 months from order date. Unless otherwise stated above, all training and other services purchased must be scheduled and delivered within such term or will be forfeited.

Special Terms:

- FOR SHIPPED MATERIALS:
 - Expedited shipping is available at extra charge.
 - Print materials and kits are non-returnable and non-refundable, except in the case of defective or missing materials reported by Customer within 60 days of receipt.
- FOR SERVICES:
 - Training and professional development sessions cancelled with less than one week notice will be deemed delivered.

Quote Special Terms

California Sales Tax

Please note that for California customers, we have included a Sales Tax Estimate calculated at 10% of the price of all print materials indicated in the price table above, to aid with budgeting. The exact sales tax amount due may vary based on county and/or municipality.

How to Order Our Products

Amplify would like to process your order as quickly as possible. Please visit amplify.com/ordering-support to find all the information you need for submitting your order. We accept the following forms of payment: purchase orders, checks, and credit card payments (Visa, MasterCard, Discover and American Express). In order for us to assist you, please help us by following these instructions:

Please include these three documents with your order:

- Authorized purchase order or check
- A copy of your Price Quote
- A copy of your Tax-Exemption Certificate

If submitting a purchase order:

To expedite your order, please visit amplify.com/ordering-support where you can submit your signed purchase order. You can also email a purchase order to IncomingPO@amplify.com or fax it to (646) 403-4700. Purchase Orders can also be mailed to our Order Management Department at the address below.

If submitting your order via credit card:

- Please email Accountsreceivable@amplify.com to request a secure credit card payment link

If submitting your order via sending a check:

- Please mail your documents directly to our Order Management Department and notify your sales representative of the check number and check amount.
- Please note that mailing a check can add up to two weeks of processing time for your order. For faster processing of your order, please submit your order via Purchase Order or Credit Card Authorization Form.

The information requested above is essential to ensure the smooth completion of your order with Amplify. Failure to submit documents will prevent your order from processing.

Our Order Management Department is located at 55 Washington Street, Suite 800, Brooklyn, NY 11201. Please note that mailing any documents can result in delays of up to two weeks. **For faster processing of your order, we recommend you submit a purchase order via our website: amplify.com/ordering-support.**

This Price Quote is subject to the Customer Terms & Conditions of Amplify Education, Inc. attached and available at amplify.com/customer-terms. Issuance of a purchase order or payment pursuant to this Price Quote, or usage of the products specified herein, shall be deemed acceptance of such Terms & Conditions.

Terms & Conditions

- 1. Scope.** These Terms and Conditions (the “Customer Terms”) are a legal agreement between Amplify Education, Inc. (“Amplify”) and your school, district, state agency, or other educational organization (“you” or “Customer”) for the license and use of one or more of Amplify products or services (the “Products”), as specified in the receipt, price quote, proposal, renewal letter, or other ordering document containing the details of this purchase (the “Quote”). Unless otherwise specified in the Quote, these Customer Terms and the Quote constitute the entire agreement between Amplify and Customer regarding the license and use of the Products (the “Agreement”). This Agreement becomes effective at the earliest of the following: (i) issuing a purchase order, shipment request, or payment against the Quote; (ii) accessing, downloading, or using the Products; or (iii) otherwise accepting this Agreement. You represent and warrant that: (1) you are of legal age to accept this Agreement; (2) you are authorized to accept this Agreement and to access and use the Products; and (3) your use of the Products will comply at all times with Amplify’s [Acceptable Use Policy](https://amplify.com/acceptable-use) available at amplify.com/acceptable-use (“AUP”). If you do not agree to this Agreement, do not access, download, or use the Products.
- 2. License.** Subject to the terms and conditions of the Agreement, Amplify grants to Customer a non-exclusive, non-transferable, non-sublicensable license to access and use, and permit Authorized School Users, as defined below, to access and use the Products in accordance with the AUP, for the duration specified in the Quote (the “Term”), and for the number of Authorized School Users specified in the Quote for whom Customer has paid the applicable fees to Amplify. “Authorized School User” means an individual teacher or other personnel employed by Customer, or an individual student registered or authorized for instruction with Customer, who Customer permits to access and use the Products subject to the terms and conditions of the Agreement, solely while such individual is so employed or so registered. Each Authorized School User’s access and use of the Products will be subject to Amplify’s AUP in addition to the terms and conditions of the Agreement. Violations of this Agreement or the AUP may result in suspension or termination of the applicable account.
- 3. Restrictions.** Customer may access and use the Products solely for non-commercial instructional and administrative purposes. Guidelines for such purposes may be detailed in materials associated with the Product you are accessing. Further, Customer may not, except as expressly authorized or directed by Amplify: (a) copy, modify, translate, distribute, disclose, or create derivative works based on the contents of, sell, or otherwise exploit, the Products, or any part thereof; (b) decompile, disassemble, reverse engineer the Products, or otherwise use the Products to develop functionally similar products or services; (c) modify, alter, or delete any of the copyright, trademark, or other proprietary notices in or on the Products; (d) rent, lease, or lend the Products or use the Products for the benefit of any third party; (e) avoid, circumvent, or disable any security or digital rights management device, procedure, protocol, or mechanism in the Products; or (f) permit any Authorized User or third party to do any of the foregoing. Customer also agrees that any works created in violation of this section are derivative works, and, as such, Customer agrees to assign, and hereby assigns, all right, title, and interest in such works to Amplify. The Products and derivatives thereof may be subject to export control laws, restrictions, regulations, and orders of the U.S. and other jurisdictions (together, “Export Laws”). Customer agrees to comply with all applicable Export Laws, and will not, and will not permit Authorized School Users to, export, or transfer for the purpose of re-export, any Product to any prohibited or embargoed country in violation of any U.S. export law or regulation. Further, Customer represents that it is not a party subject to sanctions by the U.S. Office of Foreign Assets Control or included on any restricted party list maintained by the U.S. Bureau of Industry and Security. The software and associated documentation portions of the Products are “commercial items” (as defined at 48 CFR 2.101), comprising “commercial computer software” and “commercial computer software documentation,” as those terms are used in 48 CFR 12.212. Accordingly, if Customer is the U.S. Government or its contractor, Customer will receive only those rights set forth in this Agreement in accordance with 48 CFR 227.7201-227.7204 (for Department of Defense and their contractors) or 48 CFR 12.212 (for other U.S. Government licensees and their contractors).
- 4. Reservation of Rights.** SUBSCRIPTION PRODUCTS ARE LICENSED, NOT SOLD. Subject to the limited rights expressly granted hereunder, all rights, title, and interest in and to all Products, including all related IP Rights, are and will remain the sole and exclusive property of Amplify or its third-party licensors. “IP Rights” means, collectively, rights under patent, trademark, copyright, and trade secret laws, and any other intellectual property or proprietary rights recognized in any country or jurisdiction worldwide. Customer must

promptly notify Amplify of any violation of Amplify's IP Rights in the Products, and will reasonably assist Amplify as necessary to remedy any such violation. Amplify Products are protected by patents (see [amplify.com/virtual-patent-marking](https://www.amplify.com/virtual-patent-marking)).

5. Payments. In consideration of the Products, Customer will pay to Amplify (or other party designated on the Quote) the fees specified in the Quote in full within 30 days of the date of invoice, except as otherwise agreed by the parties or for those amounts that are subject to a good faith dispute of which Customer has notified Amplify in writing. Customer will be responsible for all state or local sales, use or gross receipts taxes, and federal excise taxes unless Customer provides a then-current tax exemption certificate in advance of the delivery, license, or performance of any Product, as applicable.

6. Shipments. Unless otherwise specified on the Quote, physical Products will be shipped FOB origin in the US (Incoterms 2010 EXW outside of the US) and are deemed accepted by Customer upon receipt. Upon acceptance of such Products, orders are non-refundable, non-returnable, and non-exchangeable, except in the case of defective or missing materials reported to Amplify by Customer within 60 days of receipt. In such case, Customer may not return Products without Amplify's written authorization.

7. Account Information. For subscription Products, the authentication of Authorized School Users is based in part upon information supplied by Customer or Authorized School Users, as applicable. Customer will and will cause its Authorized School Users to (a) provide accurate information to Amplify or a third-party service as applicable, and promptly report any changes to such information, (b) not share login credentials or otherwise allow others to use their account, (c) maintain the confidentiality and security of their account information, and (d) use the Products solely via such authorized accounts. Customer agrees to notify Amplify immediately of any unauthorized use of its or its Authorized School Users' accounts or related authentication information. Amplify will not be responsible for any losses arising out of the unauthorized use of accounts created by or for Customer and its Authorized School Users.

8. Confidentiality. Customer acknowledges that, in connection with this Agreement, Amplify has provided or will provide to Customer and its Authorized School Users certain sensitive or proprietary information, including software, source code, assessment instruments, research, designs, methods, processes, customer lists, training materials, product documentation, know-how, or trade secrets, in whatever form ("Confidential Information"). Customer agrees (a) not to use Confidential Information for any purpose other than use of the Products in accordance with this Agreement and (b) to take all steps reasonably necessary to maintain and protect the Confidential Information of Amplify in strict confidence. Confidential Information shall not include information that, as evidenced by Customer's contemporaneous written records: (i) is or becomes publicly available through no fault of Customer; (ii) is rightfully known to Customer prior to the time of its disclosure; (iii) has been independently developed by Customer without any use of the Confidential Information; or (iv) is subsequently learned from a third party not under any confidentiality obligation.

9. Student Data. The parties acknowledge and agree that in the course of providing the Products to the Customer, Amplify may collect, receive, or generate information that directly relates to an identifiable current or former student of Customer ("Student Data"). Student Data may include personal information from a student's "educational records," as defined by the Family Educational Rights and Privacy Act of 1974 ("FERPA"). Student Data is owned and controlled by the Customer and Amplify receives Student Data as a "school official" under Section 99.31 of FERPA for the purpose of providing the Products hereunder. Individually and collectively, Amplify and Customer agree to uphold our obligations, as applicable, under FERPA, the Children's Online Privacy Protection Act ("COPPA"), the Protection of Pupil Rights Amendment ("PPRA"), and applicable state laws relating to student data privacy. Amplify's [Privacy Policy](https://www.amplify.com/customer-privacy) at [amplify.com/customer-privacy](https://www.amplify.com/customer-privacy) ("Privacy Policy") will govern collection, use, and disclosure of Student Data collected or stored on behalf of Customer under this Agreement. Customer is responsible for providing notice and obtaining appropriate consents under applicable laws to authorize Authorized School Users' use of the Products, including making a copy of the [Privacy Policy](https://www.amplify.com/customer-privacy) available to the parents or guardians of users who are under the age of 13. In addition, Amplify has entered into the Data Privacy Agreements listed at [amplify.com/privacy-security](https://www.amplify.com/privacy-security) aligned with state and national templates to facilitate compliance with applicable state laws and help expedite Customer's student data privacy documentation process.

10. Customer Materials and Requirements. Customer represents, warrants, and covenants that it has all the necessary rights, including consents and IP Rights, in connection with any data, information, content, and other materials provided to or collected by Amplify on behalf of Customer or its Authorized School Users using the Products or otherwise in connection with this Agreement ("Customer Materials"), and that Amplify has the right to use such Customer Materials as contemplated hereunder or for any other purposes required by Customer. Customer is solely responsible for the accuracy, integrity, completeness, quality, legality, and safety of such Customer Materials. Customer is responsible for meeting hardware, software, telecommunications, and other requirements listed at [amplify.com/customer-requirements](https://www.amplify.com/customer-requirements).

11. Warranty Disclaimer. PRODUCTS ARE PROVIDED "AS IS" AND WITHOUT WARRANTY OF ANY KIND BY AMPLIFY. AMPLIFY EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY AS TO TITLE, NON-INFRINGEMENT, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OR USE. CUSTOMER ASSUMES RESPONSIBILITY FOR SELECTING THE PRODUCTS TO ACHIEVE CUSTOMER'S INTENDED RESULTS AND FOR THE

ACCESS AND USE OF THE PRODUCTS, INCLUDING THE RESULTS OBTAINED FROM THE PRODUCTS. WITHOUT LIMITING THE FOREGOING, AMPLIFY MAKES NO WARRANTY THAT THE PRODUCTS WILL BE ERROR-FREE OR FREE FROM INTERRUPTIONS OR OTHER FAILURES OR WILL MEET CUSTOMER'S REQUIREMENTS. AMPLIFY IS NEITHER RESPONSIBLE NOR LIABLE FOR ANY THIRD-PARTY CONTENT OR SOFTWARE INCLUDED IN PRODUCTS, INCLUDING THE ACCURACY, INTEGRITY, COMPLETENESS, QUALITY, LEGALITY, USEFULNESS, OR SAFETY OF, OR IP RIGHTS RELATING TO, SUCH THIRD-PARTY CONTENT AND SOFTWARE. ANY ACCESS TO OR USE OF SUCH THIRD-PARTY CONTENT AND SOFTWARE MAY BE SUBJECT TO THE TERMS AND CONDITIONS AND INFORMATION COLLECTION, USAGE, AND DISCLOSURE PRACTICES OF THIRD PARTIES.

12. **Limitation of Liability.** IN NO EVENT WILL AMPLIFY BE LIABLE TO CUSTOMER OR TO ANY AUTHORIZED USER FOR ANY INCIDENTAL, SPECIAL, CONSEQUENTIAL, PUNITIVE, RELIANCE, OR COVER DAMAGES, DAMAGES FOR LOST PROFITS, LOST DATA OR LOST BUSINESS, OR ANY OTHER INDIRECT DAMAGES, EVEN IF AMPLIFY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. TO THE EXTENT PERMITTED BY APPLICABLE LAW, AMPLIFY'S ENTIRE LIABILITY TO CUSTOMER OR ANY AUTHORIZED USER ARISING OUT OF PERFORMANCE OR NONPERFORMANCE BY AMPLIFY OR IN ANY WAY RELATED TO THE SUBJECT MATTER OF THIS AGREEMENT, REGARDLESS OF WHETHER THE CLAIM FOR SUCH DAMAGES IS BASED IN CONTRACT, TORT, STRICT LIABILITY, OR OTHERWISE, MAY NOT EXCEED THE AGGREGATE OF CUSTOMER'S OR ANY AUTHORIZED USER'S DIRECT DAMAGES UP TO THE FEES PAID BY CUSTOMER TO AMPLIFY FOR THE AFFECTED PORTION OF THE PRODUCTS IN THE PRIOR 12-MONTH PERIOD. UNDER NO CIRCUMSTANCES WILL AMPLIFY BE LIABLE FOR ANY CONSEQUENCES OF ANY UNAUTHORIZED USE OF THE PRODUCTS THAT VIOLATES THIS AGREEMENT OR ANY APPLICABLE LAW OR REGULATION.

13. **Term/Termination.** This Agreement will be in effect for the Term and may be renewed or extended by mutual agreement of the parties. Without prejudice to any rights either party may have under this Agreement, in law, equity, or otherwise, a party will have the right to terminate this Agreement if the other party (or in the case of Amplify, an Authorized School User) materially breaches any term, provision, warranty, or representation under this Agreement and fails to correct the breach within 30 days of its receipt of written notice thereof. Upon termination, Customer will: (a) cease using the Products, (b) return, purge, or destroy (as directed by Amplify) all copies of any Products and, if so requested, certify to Amplify in writing that such surrender or destruction has occurred, (c) pay any fees due and owing hereunder, and (d) not be entitled to a refund of any fees previously paid, unless otherwise specified in the Quote. Customer will be responsible for the cost of any continued use of the Products following termination. Upon termination, Amplify will return or destroy any Student Data provided to Amplify hereunder. Notwithstanding the foregoing, nothing will require Amplify to return or destroy any data that does not include Student Data, including de-identified information or data that is derived from access to Student Data but which does not contain Student Data. Sections 3–14 will survive the termination of this Agreement.

14. **Miscellaneous.** This Agreement, including all addenda, attachments, and the Quote, as applicable, constitutes the entire agreement between the parties relating to the subject matter hereof. The provisions of this Agreement will supersede any conflicting terms and conditions in any Customer purchase order, other correspondence or verbal communication, and will supersede and cancel all prior agreements, written or oral, between the parties relating to the subject matter hereof. This Agreement may not be modified except in writing signed by both parties. All defined terms in this Agreement will apply to their singular and plural forms, as applicable. The word "including" means "including without limitation." This Agreement will be governed by and construed and enforced in accordance with the laws of the U.S., state of New York, without giving effect to the choice of law rules thereof. This Agreement will be binding upon and inure to the benefit of the parties and their respective successors and assigns. The parties expressly understand and agree that their relationship is that of independent contractors. Nothing in this Agreement will constitute one party as an employee, agent, joint venture partner, or servant of another. Each party is solely responsible for all of its employees and agents and its labor costs and expenses arising in connection herewith. Neither this Agreement nor any of the rights, interests or obligations hereunder may be assigned or delegated by Customer or any Authorized School User without the prior written consent of Amplify. If one or more of the provisions contained in this Agreement will for any reason be held to be unenforceable at law, such provisions will be construed by the appropriate judicial body to limit or reduce such provision or provisions so as to be enforceable to the maximum extent compatible with applicable law. Amplify will have no liability to Customer or to third parties for any failure or delay in performing any obligation under this Agreement due to circumstances beyond its reasonable control, including acts of God or nature, fire, earthquake, flood, epidemic, pandemic, strikes, labor stoppages or slowdowns, civil disturbances or terrorism, national or regional emergencies, supply shortages or delays, action by any governmental authority, or interruptions in power, communications, satellites, the Internet, or any other network. Each party represents and warrants that it has all necessary right, power, and authority to enter into this Agreement and to comply with the obligations hereunder.

We are delighted to work with you and we thank you for your order!

*NONPUBLIC, NONSECTARIAN
SCHOOL/AGENCY SERVICES*

MASTER CONTRACT

2023-2024

MASTER CONTRACT

GENERAL AGREEMENT FOR NONSECTARIAN,
NONPUBLIC SCHOOL AND AGENCY SERVICES

LEA _____

Contract Year 2023-2024

_____ Nonpublic School

_____ Nonpublic Agency

Type of Contract:

_____ Master Contract for fiscal year with Individual Service Agreements (ISA) to be approved throughout the term of this contract.

_____ Individual Master Contract for a specific student incorporating the Individual Service Agreement (ISA) into the terms of this Individual Master Contract specific to a single student.

_____ Interim Contract: an extension of the previous fiscal years approved contracts and rates. The sole purpose of this Interim Contract is to provide for ongoing funding at the prior year's rates for 90 days at the sole discretion of the LEA. Expiration Date: _____

When this section is included as part of any Master Contract, the changes specified above shall amend Section 4 – Term of Master Contract.

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2023-2024

CONTRACT NUMBER:

LOCAL EDUCATION AGENCY: _____
NONPUBLIC SCHOOL/AGENCY/RELATED SERVICES PROVIDER: _____

NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
MASTER CONTRACT

AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS

1. MASTER CONTRACT

This Master Contract (or “Contract”) is entered into on July 1, 2023, between _____, hereinafter referred to as the local educational agency (“LEA”), a member of the SELPA and _____ (nonpublic, nonsectarian school or agency), hereinafter referred to as NPS/A or “CONTRACTOR” for the purpose of providing special education and/or related services to students with exceptional needs under the authorization of California Education Code sections 56157, 56361 and 56365 *et seq.* and Title 5 of the California Code of Regulations section 3000 *et seq.*, AB 490 (Chapter 862, Statutes of 2003) and AB 1858 (Chapter 914, Statutes of 2004). It is understood that this agreement does not commit the LEA to pay for special education and/or related services provided to any student, or CONTRACTOR to provide such special education and/or related services, unless and until an authorized LEA representative approves the provision of special education and/or related services by CONTRACTOR.

Upon acceptance of a student, LEA shall submit to CONTRACTOR an Individual Service Agreement (hereinafter referred to as “ISA”). Unless otherwise agreed in writing, these forms shall acknowledge CONTRACTOR’s obligation to provide all relevant services specified in the student’s Individualized Education Program (hereinafter referred to as “IEP”). The ISA shall be executed within ninety (90) days of a student’s enrollment. LEA and CONTRACTOR shall enter into an ISA for each student served by CONTRACTOR. As available and appropriate, the LEA shall make available access to any electronic IEP system and/or electronic database for the development of the ISA and invoices.

Unless placement and/or services is made pursuant to an Office of Administrative Hearings (hereinafter referred to as “OAH”) order, a lawfully executed settlement agreement between LEA and parent or authorized by LEA for a transfer student pursuant to California Education Code section 56325, LEA is not responsible for the costs associated with NPS placement or NPS/A services until the date on which an IEP team meeting is convened, the IEP team determines that a NPS placement is appropriate, and the IEP is signed by the student’s parent.

2. CERTIFICATION AND LICENSES

CONTRACTOR shall be certified by the California Department of Education (hereinafter referred to as “CDE”) as a NPS/A. All NPS/A services shall be provided consistent with the area of certification and licensure specified by CDE Certification and as defined in California Education Code, section 56366 *et seq* and within the professional scope of practice of each provider’s license, certification, and/or credential. A current copy of CONTRACTOR’s NPS/A certification or a waiver of such certification issued by the CDE pursuant to Education Code section 56366.2 must be provided to LEA on or before the date this Agreement is executed by CONTRACTOR. This Master Contract shall be null and void if such certification or waiver is expired, revoked, rescinded, or otherwise nullified during the effective period of this Master Contract. Total student enrollment shall be limited to capacity as stated on CDE certification and in Section 24 of the Master Contract.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this State shall be certified and all staff persons providing services to pupils

shall be certified and/or licensed by that state to provide, respectively, special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 et seq.).

If CONTRACTOR is a licensed children's institution (hereinafter referred to as "LCI"), CONTRACTOR shall be licensed by the state, or other public agency having delegated authority by contract with the state to license, to provide nonmedical care room and board to children, including, but not limited to, individuals with exceptional needs. The LCI must also comply with all licensing requirements relevant to the protection of the child, and have a special permit, if necessary, to meet the needs of each child so placed. If the CONTRACTOR operates a program outside of this State, CONTRACTOR must obtain all required licenses from the appropriate licensing agency in both California and in the state where the LCI is located.

With respect to CONTRACTOR's certification, failure to notify the LEA and CDE in writing of any changes in: (1) credentialed/licensed staff; (2) ownership; (3) management and/or control of the agency; (4) major modification or relocation of facilities; or (5) significant modification of the program may result in the suspension or revocation of CDE certification and/or suspension or termination of this Master Contract by the LEA.

3. COMPLIANCE WITH LAWS, STATUTES, REGULATIONS

During the term of this Master Contract, unless otherwise agreed, CONTRACTOR shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies and regulations. CONTRACTOR shall also comply with all applicable LEA policies and procedures unless, taking into consideration all of the surrounding facts and circumstances, a policy or policies or a portion of a policy does not reasonably apply to CONTRACTOR. CONTRACTOR hereby acknowledges and agrees that it accepts all risks and responsibilities for its failure to comply with LEA policies and shall indemnify LEA under the provisions of Section 16 of this Agreement for all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of CONTRACTOR's failure to comply with applicable LEA policies (e.g., those policies relating to; the provision of special education and/or related services, facilities for individuals with exceptional needs, student enrollment and transfer, student inactive status, corporal punishment, student discipline, and positive behavior interventions).

CONTRACTOR acknowledges and understands that LEA may report to the CDE any violations of the provisions of this Master Contract; and that this may result in the suspension and/or revocation of CDE nonpublic school/agency certification pursuant to California Education Code section 56366.4(a).

4. TERM OF MASTER CONTRACT

The term of this Master Contract shall be from July 1, 2023 to June 30, 2024 (Title 5 California Code of Regulations section 3062(a)) unless otherwise stated. Neither the CONTRACTOR nor the LEA is required to renew this Master Contract in subsequent contract years. The parties acknowledge that any subsequent Master Contract is to be re-negotiated prior to June 30, 2024. In the event the contract negotiations are not agreed to by June 30th, the most recently executed Master Contract will remain in effect for 90 days. (Title 5 California Code of Regulations section 3062(d)) No Master Contract will be offered unless and until all of the contracting requirements have been satisfied. The offer of a Master Contract to a CONTRACTOR is at the sole discretion of the LEA.

The provisions of this Master Contract apply to CONTRACTOR and any of its employees or independent contractors. Notice of any change in CONTRACTOR's ownership or authorized representative shall be provided in writing to LEA within thirty (30) calendar days of change of ownership or change of authorized representative.

5. INTEGRATION/CONTINUANCE OF CONTRACT FOLLOWING EXPIRATION OR TERMINATION

This Master Contract includes each ISA and they are incorporated herein by this reference. This Master Contract supersedes any prior or contemporaneous written or oral understanding or agreement. This Master Contract may be amended only by written amendment executed by both parties.

CONTRACTOR shall provide the LEA with information as requested in writing to secure a Master Contract or a renewal.

At a minimum, such information shall include copies of current teacher credentials and clearance, insurance documentation and CDE certification. The LEA may require additional information as applicable. If the application packet is not completed and returned to District, no Master Contract will be issued. If CONTRACTOR does not return the Master Contract to LEA duly signed by an authorized representative within ninety (90) calendar days of issuance by LEA, the new contract rates will not take effect until the newly executed Master Contract is received by LEA and will not be retroactive to the first day of the new Master Contract's effective date. If CONTRACTOR fails to execute the new Master Contract within such ninety-day period, all payments shall cease until such time as the new Master Contract for the current school year is signed and returned to LEA by CONTRACTOR. (California Education Code section 56366(c)(1) and (2)). In the event that this Master Contract expires or terminates, CONTRACTOR shall continue to be bound to all of the terms and conditions of the most recent executed Master Contract between CONTRACTOR and LEA for so long as CONTRACTOR is servicing authorized students at the discretion of the LEA.

6. INDIVIDUAL SERVICE AGREEMENT ("ISA")

This Agreement shall include an ISA developed for each student to whom CONTRACTOR is to provide special education and/or related services. An ISA shall only be issued for students enrolled with the approval of the LEA pursuant to Education Code section 56366 (a)(2)(A). An ISA may be effective for more than one contract year provided that there is a concurrent Master Contract in effect. In the event that this Master Contract expires or terminates, CONTRACTOR, shall continue to be bound to all of the terms and conditions of the most recent executed ISAs between CONTRACTOR and LEA for so long as CONTRACTOR is servicing authorized students.

Any and all changes to a student's educational placement/program provided under this Master Contract and/or an ISA shall be made solely on the basis of a revision to the student's IEP or by written agreement between the parent and LEA. At any time during the term of this Master Contract, a student's parent, CONTRACTOR, or LEA may request a review of a student's IEP subject to all procedural safeguards required by law.

Unless otherwise provided in this Master Contract, the CONTRACTOR shall provide all services specified in the IEP unless the CONTRACTOR and the LEA agree otherwise in the ISA. (California Education Code sections 56366(a) (5) and 3062(e)). In the event the CONTRACTOR is unable to provide a specific service at any time during the life of the ISA, the CONTRACTOR shall notify the LEA in writing within five (5) business days of the last date a service was provided. CONTRACTOR shall provide any and all subsequent compensatory service hours awarded to student as a result of lack of provision of services while student was served by the NPS/A.

If a parent or LEA contests the termination of an ISA by initiating a due process proceeding with the OAH, CONTRACTOR shall abide by the "stay-put" requirement of state and federal law unless the parent agrees otherwise or an Interim Alternative Educational Setting is deemed lawful and appropriate by LEA or OAH consistent with Section 1415 (k)(1)(7) of Title 20 of the United States Code. CONTRACTOR shall adhere to all LEA requirements concerning changes in placement.

Disagreements between LEA and CONTRACTOR concerning the formulation of an ISA or the Master Contract may be appealed to the County Superintendent of Schools of the County where the LEA is located,

or the State Superintendent of Public Instruction pursuant to the provisions of California Education Code section 56366(c) (2).

7. DEFINITIONS

The following definitions shall apply for purposes of this contract:

- a. The term “CONTRACTOR” means a nonpublic, nonsectarian school/agency certified by the California Department of Education and its officers, agents, and employees.
- b. The term “authorized LEA representative” means a LEA administrator designated to be responsible for NPS/A. It is understood, a representative of the Special Education Local Plan Area (SELPA) of which the LEA is a member is an authorized LEA representative in collaboration with the LEA. The LEA maintains sole responsibility for this Contract, unless otherwise specified in this Contract.
- c. The term “credential” means a valid credential, life diploma, permit, or document in special education or pupil personnel services issued by, or under the jurisdiction of, the State Board of Education if issued prior to 1970 or the California Commission on Teacher Credentialing, which entitles the holder thereof to perform services for which certification qualifications are required as defined in Title 5 of the California Code of Regulations section 3001(g).
- d. The term “qualified” means that a person holds a certificate, permit or other document equivalent to that which staff in a public school are required to hold to provide special education and related services and has met federal and state certification, licensing, registration, or other comparable requirements which apply to the area in which the individual is providing special education or related services, including those requirements set forth in Title 34 of the Code of Federal Regulations sections 200.56 and 200.58, and those requirements set forth in Title 5 of the California Code of Regulations Sections 3064 and 3065, and adheres to the standards of professional practice established in federal and state law or regulation, including the standards contained in the California Business and Professions Code.

Nothing in this definition shall be construed as restricting the activities in services of a graduate needing direct hours leading to licensure, or of a student teacher or intern leading to a graduate degree at an accredited or approved college or university, as authorized by state laws or regulations. (Title 5 of the California Code of Regulations Section 3001 (r)).

- e. The term “license” means a valid non-expired document issued by a licensing agency within the Department of Consumer Affairs or other state licensing office authorized to grant licenses and authorizing the bearer of the document to provide certain professional services or refer to themselves using a specified professional title including but not limited to mental health and board and care services at a residential placement. If a license is not available through an appropriate state licensing agency, a certificate of registration with the appropriate professional organization at the national or state level which has standards established for the certificate that are equivalent to a license shall be deemed to be a license as defined in Title 5 of the California Code of Regulations section 3001(l).
- f. “Parent” means:
 - i. a biological or adoptive parent; unless the biological or adoptive parent does not have legal authority to make educational decisions for the child,
 - ii. a guardian generally authorized to act as the child’s parent or authorized to make educational decisions for the child,
 - iii. an individual acting in the place of a biological or adoptive parent, including a grandparent, stepparent, or other relative with whom the child lives, or an individual who is legally responsible for the child’s welfare,
 - iv. a surrogate parent,

- v. a foster parent if the authority of the biological or adoptive parent to make educational decisions on the child's behalf has been specifically limited by court order in accordance with Code of Federal Regulations 300.30(b)(1) or (2).

Parent does not include the state or any political subdivision of government or the NPS/A under contract with the LEA for the provision of special education or designated instruction and services for a child. (California Education Code section 56028).

- g. The term "days" means calendar days unless otherwise specified.
- h. The phrase "billable day" means a school day in which instructional minutes meet or exceed those in comparable LEA programs.
- i. The phrase "billable day of attendance" means a school day as defined in California Education Code Section 46307, in which a student is in attendance and in which instructional minutes meet or exceed those in comparable LEA programs unless otherwise stipulated in an IEP or ISA.
- j. It is understood that the term "Master Contract" also means "Contract" and is referred to as such in this document.

ADMINISTRATION OF CONTRACT

8. NOTICES

All notices provided for by this Contract shall be in writing. Notices shall be mailed or delivered by hand and shall be effective as of the date of receipt by addressee.

All notices mailed to LEA shall be addressed to the person and address as indicated on the signature page of this Master Contract. Notices to CONTRACTOR shall be addressed as indicated on signature page of this Master Contract.

9. MAINTENANCE OF RECORDS

All records shall be maintained by CONTRACTOR as required by state and federal laws and regulations. Notwithstanding the foregoing sentence, CONTRACTOR shall maintain all records for at least five (5) years after the termination of this Master Contract. For purposes of this Master Contract, "records" shall include, but not be limited to student records as defined by California Education Code section 49061(b) including electronically stored information; cost data records as set forth in Title 5 of the California Code of Regulations section 3061; registers and roll books of teachers and/or daily service providers; daily service logs and notes and other documents used to record the provision of related services including supervision; daily service logs and notes used to record the provision of services provided through additional instructional assistants, NPA behavior intervention aides, and bus aides; behavior emergency reports (BER); incident reports; notification of injuries; absence verification records (parent/doctor notes, telephone logs, and related documents) if the CONTRACTOR is funded for excused absences, however, such records are not required if positive attendance is required; bus rosters; staff lists specifying credentials held and documents evidencing other staff qualifications, social security numbers, dates of hire, and dates of termination; records of employee training and certification, staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related services subcontracts; school calendars; bell/class schedules when applicable; liability and worker's compensation insurance policies; state NPS/A certifications by-laws; lists of current board of directors/trustees, if incorporated; statement of income and expenses; general journals; cash receipts and disbursement books; general ledgers and supporting documents; documents evidencing financial expenditures; federal/state payroll quarterly reports; evidence of electronic payments; and bank statements and canceled checks or facsimile thereof.

CONTRACTOR shall maintain student records in a secure location to ensure confidentiality and prevent unauthorized access. CONTRACTOR shall maintain a current list of the names and positions of

CONTRACTOR's employees who have access to confidential records. CONTRACTOR shall maintain an access log for each student's record which lists all persons, agencies, or organizations requesting or receiving information from the record. Such log shall be maintained as required by California Education Code section 49064 and include the name, title, agency/organization affiliation, date/time of access for each individual requesting or receiving information from the student's record, and a description of the record(s) provided. Such log needs to record access to the student's records by: (a) the student's parent; (b) an individual to whom written consent has been executed by the student's parent; or (c) employees of LEA or CONTRACTOR having a legitimate educational interest in requesting or receiving information from the record. CONTRACTOR/LEA shall maintain copies of any written parental concerns granting access to student records. For purposes of this paragraph, "employees of LEA or CONTRACTOR" do not include subcontractors. CONTRACTOR shall grant the following access to student records, (a) the student's parent; (b) employees of LEA or CONTRACTOR having a legitimate educational interest in requesting or receiving information from the record, and comply with parents' requests for copies of student records, as required by state and federal laws and regulations. CONTRACTOR agrees, in the event of school or agency closure, to forward student records within ten (10) business days to LEA. These shall include, but not limited to, current transcripts, IEP/IFSPs, BER's, incident reports, notification of injuries and all other relevant reports. LEA and/or SELPA shall have access to and receive copies of any and all records upon request within five (5) business days.

10. SEVERABILITY CLAUSE

If any provision of this agreement is held, in whole or in part, to be unenforceable for any reason, the remainder of that provision and of the entire agreement shall be severable and remain in effect.

11. SUCCESSORS IN INTEREST

This contract binds CONTRACTOR's successors and assignees. CONTRACTOR shall notify the LEA of any change of ownership or corporate control.

12. VENUE AND GOVERNING LAW

The laws of the State of California shall govern the terms and conditions of this contract with venue in the County where the LEA is located.

13. MODIFICATIONS AND AMENDMENTS REQUIRED TO CONFORM TO LEGAL AND ADMINISTRATIVE GUIDELINES

This Master Contract may be modified or amended by the LEA to conform to administrative and statutory guidelines issued by any state, federal or local governmental agency. The party seeking such modification shall provide the LEA and/or CONTRACTOR thirty (30) days' notice of any such changes or modifications made to conform to administrative or statutory guidelines and a copy of the statute or regulation upon which the modification or changes are based.

14. TERMINATION

This Master Contract or ISA may be terminated for cause. The cause shall not be the availability of a public class initiated during the period of the contract unless the parent agrees to the transfer of the student to the public school program at an IEP team meeting. To terminate the contract either party shall give no less than twenty (20) days prior written notice (California Education Code section 56366(a)(4)). At the time of termination, CONTRACTOR shall provide to LEA any and all documents CONTRACTOR is required to maintain under this Master Contract. ISAs are void upon termination of this Master Contract, as provided in Section 5 or 6. CONTRACTOR or LEA may terminate an ISA for cause. To terminate the ISA, either party shall give twenty (20) days prior written notice.

15. INSURANCE

CONTRACTOR shall, at CONTRACTOR'S sole cost and expense, maintain in full force and effect, during the term of this Contract, the following insurance coverage from a California licensed and/or admitted insurer with an A minus (A-), VII, or better rating from A.M. Best, sufficient to cover any claims, damages, liabilities, costs and expenses (including counsel fees) arising out of or in connection with CONTRACTOR's fulfillment of any of its obligations under this Agreement or either party's use of the work or any component or part thereof:

PART I - INSURANCE REQUIREMENTS FOR NONPUBLIC SCHOOLS AND AGENCIES

- A. **Commercial General Liability Insurance**, including both bodily injury and property damage, with limits as follows:

- \$2,000,000 per occurrence
- \$ 500,000 fire damage
- \$ 5,000 medical expenses
- \$1,000,000 personal & adv. Injury
- \$3,000,000 general aggregate
- \$2,000,000 products/completed operations aggregate

The policy may not contain an exclusion for coverage of claims arising from claims for sexual molestation or abuse. In the event that CONTRACTOR's policy should have an exclusion for sexual molestation or abuse claims, then CONTRACTOR shall be required to procure a supplemental policy providing such coverage.

- B. **Workers' Compensation Insurance** in accordance with provisions of the California Labor Code adequate to protect the CONTRACTOR from claims that may arise from its operations pursuant to the Workers' Compensation Act (Statutory Coverage). The Workers' Compensation Insurance coverage must also include Employers Liability coverage with limits of \$1,000,000/\$1,000,000/\$1,000,000.
- C. **Commercial Auto Liability Insurance** for all owned, non-owned or hired automobiles with a \$1 million combined single limit.

If no owned automobiles, then only hired and non-owned is required.

If CONTRACTOR uses a vehicle to travel to/from school sites, between schools and/or to/from students' homes or other locations as approved service locations by the LEA, CONTRACTOR must comply with State of California auto insurance requirements.

- D. **Errors & Omissions (E & O)/Malpractice (Professional Liability) coverage**, including Sexual Molestation and Abuse coverage, unless that coverage is afforded elsewhere in the Commercial General Liability policy by endorsement or separate policy, with the following limits:

- \$1,000,000 per occurrence
- \$2,000,000 general aggregate

- E. CONTRACTOR, upon execution of this Contract and periodically thereafter upon request, shall furnish the LEA with certificates of insurance evidencing such coverage. The certificate of insurance shall include a ten (10) day non-renewal notice provision. The Commercial General Liability and Automobile Liability policy shall name the LEA and the Board of Education additional insured's premiums on all insurance policies and shall be paid by CONTRACTOR and shall be deemed included in CONTRACTOR's obligations under this contract at no additional charge.

- F. Any deductibles or self-insured retentions above \$100,000 must be declared to and approved by the LEA. At its option, LEA may require the CONTRACTOR, at the CONTRACTOR's sole cost, to: (a) cause its insurer to reduce to levels specified by the LEA or eliminate such deductibles or self-insured retentions with respect to the LEA, its officials and employees, or (b) procure a bond guaranteeing payment of losses and related investigation.
- G. For any claims related to the services performed in connection with this Master Contract, the CONTRACTOR's insurance coverage shall be the primary insurance with respect to the LEA, its subsidiaries, officials and employees. Any insurance or self-insurance maintained by the LEA, its subsidiaries, officials and employees shall be excess of the CONTRACTOR's insurance and shall not contribute with it.
- H. All Certificates of Insurance must reference the contract number, name of the school or agency submitting the certificate, and the location of the school or agency submitting the certificate on the certificate.

PART II - INSURANCE REQUIREMENTS FOR NONPUBLIC SCHOOLS AFFILIATED WITH A RESIDENTIAL TREATMENT FACILITY ("RTC")

When CONTRACTOR is a NPS affiliated with a **residential treatment center (NPS/RTC)**, the following insurance policies are required:

- A. **Commercial General Liability** including both bodily injury and property damage, with limits as follows:
 - \$3,000,000 per occurrence
 - \$6,000,000 in General Aggregate.

The policy shall be endorsed to name the LEA and the Board of Education as *named* additional insured and shall provide specifically that any insurance carried by the LEA which may be applicable to any claims or loss shall be deemed excess and the RTC's insurance primary despite any conflicting provisions in the RTC's policy. Coverage shall be maintained with no Self-Insured Retention above \$100,000 without the prior written approval of the LEA.
- B. **Workers' Compensation Insurance** in accordance with provisions of the California Labor Code adequate to protect the RTC from claims that may arise from its operations pursuant to the Workers' Compensation Act (Statutory Coverage). The Workers' Compensation Insurance coverage must also include Employers Liability coverage with limits of \$1,000,000/\$1,000,000/\$1,000,000.
- C. **Commercial Auto Liability** coverage with limits of \$1,000,000 Combined Single Limit per Occurrence if the RTC does not operate a student bus service. If the RTC provides student bus services, the required coverage limit is \$5,000,000 Combined Single Limit per Occurrence.
- D. **Fidelity Bond or Crime Coverage** shall be maintained by the RTC to cover all employees who process or otherwise have responsibility for RTC funds, supplies, equipment or other assets. Minimum amount of coverage shall be \$250,000 per occurrence, with no self-insured retention.
- E. **Professional Liability/Errors & Omissions/Malpractice** coverage with minimum limits of \$3,000,000 per occurrence and \$6,000,000 general aggregate.
- F. **Sexual Molestation and Abuse Coverage**, unless that coverage is afforded elsewhere in the Commercial General Liability or Professional liability policy by endorsement, with minimum limits of \$3,000,000 per occurrence and \$6,000,000 general aggregate.

If LEA or CONTRACTOR determines that a change in insurance coverage obligations under this section is necessary, either party may reopen negotiations to modify the insurance obligations.

16. INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent allowed by law, CONTRACTOR shall indemnify and hold LEA and its Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors (“LEA Indemnities”) harmless against all liability, loss, damage and expense (including reasonable attorneys’ fees) resulting from or arising out of this Master Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by negligence, intentional act, or willful act or omission of CONTRACTOR, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding LEA and LEA Indemnities). The duty and obligation to defend shall arise immediately upon tender of a claim or lawsuit to the CONTRACTOR. The LEA and the Member District(s) shall have the right in their sole discretion to select counsel of its choice to provide the defense at the sole cost of the CONTRACTOR or the applicable insurance carrier.

To the fullest extent allowed by law, LEA shall indemnify and hold CONTRACTOR and its Board Members, administrators, employees, agents, attorneys, and subcontractors (“CONTRACTOR Indemnities”) harmless against all liability, loss, damage and expense (including reasonable attorneys’ fees) resulting from or arising out of this Master Contract or its performance thereof, to the extent that such loss, expense, damage or liability was proximately caused by the negligent, intentional act or willful act or omission of LEA, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding CONTRACTOR and/or any CONTRACTOR Indemnities).

LEA represents that it is self-insured in compliance with the laws of the State of California, that the self-insurance covers district employees acting within the course and scope of their respective duties and that its self-insurance covers the LEA’s indemnification obligations under this Master Contract.

17. INDEPENDENT CONTRACTOR

Nothing herein contained will be construed to imply a joint venture, partnership or principal-agent relationship between the LEA and CONTRACTOR. CONTRACTOR shall provide all services under this Contract as an independent contractor, and neither party shall have the authority to bind or make any commitment on behalf of the other. Nothing contained in this Contract shall be deemed to create any association, partnership, joint venture or relationship of principal and agent, master and servant, or employer and employee between the parties or any affiliates of the parties, or between the LEA and any individual assigned by CONTRACTOR to perform any services for the LEA.

If the LEA is determined to be a partner, joint venture, co-principal, employer or co-employer of CONTRACTOR, CONTRACTOR shall indemnify and hold harmless the LEA from and against any and all claims for loss, liability, or damages arising from that determination, as well as any expenses, costs, taxes, penalties and interest charges incurred by the LEA as a result of that holding.

18. SUBCONTRACTING

CONTRACTOR shall provide written notification to LEA before subcontracting for special education and/or related services pursuant to this Master Contract. In the event LEA determines that it can provide the subcontracted service(s) at a lower rate, LEA may elect to provide such service(s). If LEA elects to provide such service(s), LEA shall provide written notification to CONTRACTOR within five (5) days of receipt of CONTRACTOR’s original notice and CONTRACTOR shall not subcontract for said service(s).

CONTRACTOR shall incorporate all of the provisions of this Master Contract in all subcontracts, to the fullest extent reasonably possible. Furthermore, when CONTRACTOR enters into subcontracts for the provision of special education and/or related services (including, but not limited to, transportation) for any student, CONTRACTOR shall cause each subcontractor to procure and maintain insurance during the term of each subcontract. Such subcontractor’s insurance shall comply with the provisions of Section 15. Each

subcontractor shall furnish the LEA with original endorsements and certificates of insurance effecting coverage required by Section 15. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. The endorsements are to be on forms as required by the LEA. All endorsements are to be received and approved by the LEA before the subcontractor's work commences. The Commercial General Liability and Automobile Liability policies shall name the LEA/SELPA and the LEA Board of Education as additional insured.

As an alternative to the LEA's forms, a subcontractor's insurer may provide complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by this Master Contract. All Certificates of Insurance must reference the LEA contract number, name of the school or agency submitting the certificate, indication if NPS or NPA, and the location of the school or agency submitting the certificate. In addition, all subcontractors must meet the requirements as contained in Section 45 Clearance Requirements and Section 46 Staff Qualifications of this Master Contract.

19. CONFLICTS OF INTEREST

CONTRACTOR shall provide to LEA upon request a copy of its current bylaws and a current list of its Board of Directors (or Trustees), if it is incorporated. CONTRACTOR and any member of its Board of Directors (or Trustees) shall disclose any relationship with LEA that constitutes or may constitute a conflict of interest pursuant to California Education Code section 56042 and Government Code Section 1090 including, but not limited to, employment with LEA, provision of private party assessments and/or reports, and attendance at IEP team meetings acting as a student's advocate. Pursuant to California Education code section 56042, an attorney or advocate for a parent of an individual with exceptional needs shall not recommend placement at CONTRACTOR's facility if the attorney or advocate is employed or contracted by the CONTRACTOR, or will receive a benefit from the CONTRACTOR, or otherwise has a conflict of interest.

The LEA shall neither execute an ISA with CONTRACTOR nor amend an existing ISA for a student when a recommendation for special education and/or related services is based in whole or in part on assessment(s) or reports provided by CONTRACTOR to the student without prior written authorization by LEA. This paragraph shall apply to CONTRACTOR regardless of when an assessment is performed or a report is prepared (i.e., before or after the student is enrolled in CONTRACTOR's school/agency) or whether an assessment of the student is performed or a report is prepared in the normal course of the services provided to the student by CONTRACTOR. To avoid conflict of interest, and in order to ensure the appropriateness of an Independent Educational Evaluation (hereinafter referred to as "IEE") and its recommendations, the LEA may not fund an IEE by an evaluator who provides ongoing service(s) or is sought to provide service(s) to the student for whom the IEE is requested. Likewise, the LEA may not fund services through the evaluator whose IEE the LEA agrees to fund. When no other appropriate assessor is available, LEA may request and if CONTRACTOR agrees, the CONTRACTOR may provide an IEE.

When CONTRACTOR is a NPA, CONTRACTOR acknowledges that its authorized representative has read and understands Education Code section 56366.3 which provides, in relevant part, that no special education and/or related services provided by CONTRACTOR shall be paid for by LEA if provided by an individual who is or was an employee of LEA within the three hundred and sixty-five (365) days prior to executing this contract. This provision does not apply to any person who is able to provide designated instruction and services during the extended school year because he or she is otherwise employed for up to ten months of the school year by LEA.

CONTRACTOR shall not admit a student living within the jurisdictional boundaries of the LEA on a private pay or tuition free "scholarship" basis and concurrently or subsequently advise/request parent(s) to pursue funding for the admitted school year from the LEA through due process proceedings.

20. NON-DISCRIMINATION

CONTRACTOR shall not, in employment or operation of its programs, unlawfully discriminate on the basis of gender, nationality, national origin, ancestry, race, color, ethnicity, ethnic group affiliation, religion,

age, marital status, pregnancy or parental status, sex, sexual orientation, gender, gender identity or expression, physical or mental disability, genetic information or any other classification protected by federal or state law or the perception of one or more of such characteristics or association with a person or group with one or more of these actual or perceived characteristics.

EDUCATIONAL PROGRAM

21. FREE AND APPROPRIATE PUBLIC EDUCATION (FAPE)

The LEA shall provide CONTRACTOR with a copy of the IEP including the Individualized Transition Plan (hereinafter referred to as “ITP”) of each student served by CONTRACTOR. CONTRACTOR shall provide special education and/or related services (including transition services) to each student within the NPS/A consistent with the student’s IEP and as specified in the ISA. If CONTRACTOR is a NPS, CONTRACTOR shall not accept a student if it cannot provide or ensure the provision of the services outlined in the student’s IEP. If student services are provided by a third party (i.e. Related Services Provider), CONTRACTOR shall notify LEA if provision of services cease.

Unless otherwise agreed to between CONTRACTOR and LEA, CONTRACTOR shall be responsible for the provision of all appropriate supplies, equipment, and/or facilities, as specified in the student’s IEP and ISA. CONTRACTOR shall make no charge of any kind to parents for special education and/or related services as specified in the student’s IEP and ISA (including, but not limited to, screenings, assessments, or interviews that occur prior to or as a condition of the student’s enrollment under the terms of this Master Contract). LEA shall provide low incidence equipment for eligible students with low incidence disabilities when specified in the student’s IEP and ISA. Such equipment remains the property of the SELPA/LEA and shall be returned to the SELPA/LEA when the IEP team determines the equipment is no longer needed or when the student is no longer enrolled in the NPS. CONTRACTOR shall ensure that facilities are adequate to provide LEA students with an environment which meets all pertinent health and safety regulations. CONTRACTOR may charge a student’s parent(s) for services and/or activities not necessary for the student to receive a free appropriate public education after: (a) written notification to the student’s parent(s) of the cost and voluntary nature of the services and/or activities; and (b) receipt by the LEA of the written notification and a written acknowledgment signed by the student’s parent(s) of the cost and voluntary nature of the services and/or activities. CONTRACTOR shall adhere to all LEA requirements concerning parent acknowledgment of financial responsibility.

Voluntary services and/or activities not necessary for the student to receive a free appropriate public education shall not interfere with the student’s receipt of special education and/or related services as specified in the student’s IEP and ISA unless the LEA, CONTRACTOR, and PARENT agree otherwise in writing.

22. GENERAL PROGRAM OF INSTRUCTION

All NPS/A services shall be provided consistent with the area of certification specified by CDE Certification and as defined in California Education Code section 56366 *et seq.*

When CONTRACTOR is a NPS, CONTRACTOR’s general program of instruction shall: (a) utilize evidence-based practices and be consistent with LEA’s standards regarding the particular course of study and curriculum; (b) include curriculum that addresses mathematics, literacy and the use of educational, assistive technology and transition services; (c) be consistent with CDE’s standards regarding the particular course of study and curriculum; (d) provide the services as specified in the student’s IEP and ISA. Students shall have access to: (a) State Board of Education (SBE) - adopted Common Core State Standards (“CCSS”) for curriculum and the same instructional materials for kindergarten and grades 1 to 8, inclusive; and provide standards – aligned core curriculum and instructional materials for grades 9 to 12, inclusive, used by an LEA, that contracts with the NPS: (b) college preparation courses; (c) extracurricular activities, such as art, sports, music and academic clubs; (d) career preparation and vocational training, consistent with transition plans pursuant to state and federal law and; (e) supplemental assistance, including individual academic tutoring, psychological counseling, and career and college counseling.

When CONTRACTOR serves students in grades 9 through 12 inclusive, LEA shall provide to CONTRACTOR a specific list of the course requirements to be satisfied by the CONTRACTOR leading toward graduation or completion of LEA's diploma requirements. CONTRACTOR shall not award a high school diploma to students who have not successfully completed all of the LEA's graduation requirements.

When CONTRACTOR is a NPA and/or related services provider, CONTRACTOR's general program of instruction and/or services shall utilize evidence-based practices and be consistent with LEA and CDE guidelines and certification, and provided as specified in the student's IEP and ISA. The NPA providing Behavior Intervention services shall develop a written plan that specifies the nature of their NPA service for each student within thirty (30) days of enrollment and shall be provided in writing to the LEA. School-based services may not be unilaterally converted by CONTRACTOR to a substitute program or provided at a location not specifically authorized by the IEP team. Except for services provided by a CONTRACTOR that is a Licensed Children's Institution (LCI), all services not provided in the school setting require the presence of a parent, guardian or adult caregiver during the delivery of services, provided such guardian or caregiver have a signed authorization by the parent or legal guardian to authorize emergency services as requested. LCI CONTRACTORS shall ensure that appropriate and qualified residential or clinical staff is present during the provision of services under this Master Contract. CONTRACTOR shall immediately notify LEA in writing if no parent, guardian or adult caregiver is present. CONTRACTOR shall provide to LEA a written description of the services and location provided prior to the effective date of this Master Contract. CONTRACTORS providing Behavior Intervention services must have a trained behaviorist or trained equivalent on staff. It is understood that Behavior Intervention services are limited per CDE Certification and do not constitute as an instructional program.

When CONTRACTOR is a NPA, CONTRACTOR shall not provide transportation nor subcontract for transportation services for students unless the LEA and CONTRACTOR agree otherwise in writing.

23. INSTRUCTIONAL MINUTES

When CONTRACTOR is a NPS, the total number of instructional minutes per school day provided by CONTRACTOR shall be at least equivalent to the number of instructional minutes per school day provided to students at like grade level attending LEA schools and shall be specified in the student's ISA developed in accordance with the student's IEP.

For students in grades kindergarten through 12 inclusive, unless otherwise specified in the student's IEP and ISA, the number of instructional minutes, excluding breakfast, recess, lunch and passing time shall be at the same level that Ed. Code prescribes for the LEA.

The total number of annual instructional minutes shall be at least equivalent to the total number of annual instructional minutes provided to students attending LEA schools in like grade level unless otherwise specified in the student's IEP.

When CONTRACTOR is a NPA and/or related services provider, the total number of minutes per school day provided by CONTRACTOR shall be specified in the student's ISA developed in accordance with the student's IEP.

24. CLASS SIZE

When CONTRACTOR is a NPS, CONTRACTOR shall ensure that class size shall not exceed a ratio of one teacher per twelve (12) students, unless CONTRACTOR and LEA agree otherwise in writing. Upon prior written approval by an authorized LEA representative, class size may be temporarily increased by a ratio of 1 teacher to fourteen (14) students when necessary during the regular or extended school year to provide services to students with disabilities.

In the event a NPS is unable to fill a vacant teaching position responsible for direct instruction to students, and the vacancy has direct impact on the CDE Certification of that school, the NPS shall develop a plan to

ensure appropriate coverage of students by first utilizing existing certificated staff. The NPS and the LEA may agree to one 30 school day period per contract year where class size may be increased to ensure coverage by an appropriately credentialed teacher. Such an agreement shall be in writing and signed by both parties. This provision does not apply to a NPA.

CONTRACTOR providing special education instruction for individuals with exceptional needs between the ages of three and five years, inclusive, shall also comply with the appropriate instructional adult to child ratios pursuant to California Education Code sections 56440 et seq.

25. CALENDARS

When CONTRACTOR is a NPS, CONTRACTOR shall submit to the LEA/SELPA a school calendar with the total number of billable days not to exceed 180 days, plus extended school year billable days equivalent to the number of days determined by the LEA's extended school year calendar. Billable days shall include only those days that are included on the submitted and approved school calendar, and/or required by the IEP (developed by the LEA) for each student. CONTRACTOR shall not be allowed to change its school calendar and/or amend the number of billable days without the prior written approval of the LEA. Nothing in this Master Contract shall be interpreted to require the LEA to accept any requests for calendar changes.

Unless otherwise specified by the student's IEP, educational services shall occur at the school site. A student shall only be eligible for extended school year services as determined by the IEP team and the provision of such is specifically included in the ISA. Extended school year shall consist of twenty (20) instructional days, unless otherwise agreed upon by the IEP team convened by the LEA. Any days of extended school year in excess of twenty (20) billable days must be mutually agreed to, in writing, prior to the start of the extended school year.

Student must have actually been in attendance during the regular school year and/or during extended school year and received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by the LEA, in writing, in advance of the delivery of any NPS service. Any instructional days provided without this written agreement shall be at the sole financial responsibility of the CONTRACTOR.

CONTRACTOR shall observe the same legal holidays as LEA. Those holidays are Labor Day, Veteran's Day, Thanksgiving Day, Christmas Day, New Year's Day, Martin Luther King Jr. Day, President's Day, Memorial Day and Independence Day. With the approval of LEA, CONTRACTOR may revise the date upon which CONTRACTOR closes in observance of any of the holidays observed by the LEA.

When CONTRACTOR is a NPA, CONTRACTOR shall be provided with a LEA-developed/approved calendar prior to the initiation of services. CONTRACTOR herein agrees to observe holidays as specified in the LEA-developed/approved calendar. CONTRACTOR shall provide services pursuant to the LEA-developed/approved calendar; or as specified in the LEA student's IEP and ISA. Unless otherwise specified in the LEA student's ISA, CONTRACTOR shall provide related services to LEA students on only those days that the LEA student's school of attendance is in session and the LEA student attends school. CONTRACTOR shall bill only for services provided on billable days of attendance as indicated on the LEA calendar unless CONTRACTOR and the LEA agree otherwise, in writing. Student must have actually been in attendance and/or received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by the LEA, in writing, in advance of the delivery of any NPA service provided by CONTRACTOR. Any instructional days provided without this written agreement shall be at the sole financial responsibility of the CONTRACTOR.

26. DATA REPORTING

CONTRACTOR shall agree to provide to the LEA all data related to student information and billing information with LEA. CONTRACTOR shall agree to provide data related to all sections of this contract,

including student discipline as noted below, and requested by and in the format required by the LEA. It is understood that all NPS/A shall utilize the LEA approved electronic IEP system for all IEP development, service tracking documentation, and progress reporting, unless otherwise agreed to by the LEA. Additional progress reporting may be required by the LEA. The LEA shall provide the CONTRACTOR with appropriate software, user training and proper internet permissions to allow adequate access.

Using forms developed by the CDE or as otherwise mutually agreed upon by CONTRACTOR and LEA, CONTRACTOR shall provide LEA, on a monthly basis, a written report of all incidents in which a statutory offense is committed by any LEA student, regardless if it results in a disciplinary action of suspension or expulsion. This includes all statutory offenses as described in Education Code sections 48900 and 48915. CONTRACTOR shall also include incidents resulting in the use of a behavioral restraint and/or seclusion even if they were not a result of a violation of Education Code sections 48900 and 48915.

The LEA shall provide the CONTRACTOR with approved forms and/or format for such data including, but not limited to, invoicing, attendance reports and progress reports. The LEA may approve use of CONTRACTOR'S provided forms at their discretion.

27. LEAST RESTRICTIVE ENVIRONMENT/DUAL ENROLLMENT

CONTRACTOR and LEA shall follow all LEA policies and procedures that support Least Restrictive Environment ("LRE") options and/or dual enrollment options if available and appropriate, for students to have access to the general curriculum and to be educated with their nondisabled peers to the maximum extent appropriate.

CONTRACTOR and LEA shall ensure that LRE placement options are addressed at all IEP team meetings regarding students for whom ISAs have been or may be executed. This shall include IEP team consideration of supplementary aids and services, goals and objectives necessary for placement in the LRE and necessary to enable students to transition to less restrictive settings.

When an IEP team has determined that a student should be transitioned into the public school setting, CONTRACTOR shall assist the LEA in implementing the IEP team's recommended activities to support the transition.

28. STATEWIDE ACHIEVEMENT TESTING

When CONTRACTOR is a NPS, per implementation of Senate Bill 484, CONTRACTOR shall administer all statewide assessments within the California Assessment of Student Performance and Progress ("CAASPP"), Desired Results Developmental Profile ("DRDP"), California Alternative Assessment ("CAA"), achievement and abilities tests (using LEA-authorized assessment instruments), the Fitness Gram, , the English Language Proficiency Assessments for California ("ELPAC"), the Alternative English Language Proficiency Assessments for California ("Alternative ELPAC"), and as appropriate to the student, and mandated by LEA pursuant to LEA and state and federal guidelines.

CONTRACTOR is subject to the alternative accountability system developed pursuant to Education Code section 52052, in the same manner as public schools. Each LEA student placed with CONTRACTOR by the LEA shall be tested by qualified staff of CONTRACTOR in accordance with that accountability program. LEA shall provide test administration training to CONTRACTOR'S qualified staff. CONTRACTOR shall attend LEA test training and comply with completion of all coding requirements as required by LEA.

29. MANDATED ATTENDANCE AT LEA MEETINGS

CONTRACTOR shall attend District mandated meetings when legal mandates, and/or LEA policy and procedures are reviewed, including but not limited to the areas of: curriculum, high school graduation, standards-based instruction, behavior intervention, cultural and linguistic needs of students with disabilities, dual enrollment responsibilities, LRE responsibilities, transition services, data collection, and standardized

testing and IEPs. LEA shall provide CONTRACTOR with reasonable notice of mandated meetings. Attendance at such meetings does not constitute a billable service hour(s).

30. POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS

CONTRACTOR shall comply with the requirements of Education Code section 49005, *et seq.*, 56521.1 and 56521.2. LEA students who exhibit behaviors that interfere with their learning or the learning of others must receive timely and appropriate assessments and positive supports and interventions in accordance with the federal law and its implementing regulations. If the IEP team determines that a student's behavior impedes his or her learning or the learning of others, the IEP team is required to consider the use of positive behavioral interventions and supports, and other strategies, to address that behavior, consistent with Section 1414(d)(3)(B)(i) and (d)(4) of Title 20 of the United States Code and associated federal regulations. This could mean that instead of developing a Behavior Intervention Plan ("BIP"), the IEP team may conclude it is sufficient to address the student's behavioral problems through the development of behavioral goals and behavioral interventions to support those goals.

CONTRACTOR shall maintain a written policy pursuant to California Education Code section 56521.1 regarding emergency interventions and behavioral emergency reports. CONTRACTOR shall ensure that all of its staff members are trained in crisis intervention, emergency procedures, and evidenced-based practices and interventions specific to the unique behavioral needs of the CONTRACTOR's pupil population. The training shall be provided within 30 days of employment to new staff who have any contact or interaction with pupils during the school day, and annually to all staff who have any contact or interaction with pupils during the school day. The CONTRACTOR shall select and conduct the training in accordance with California Education Code section 56366.1. CONTRACTOR shall maintain written records of the training and provide written verification of the training annually and upon request.

Pursuant to Education Code section 56521.1, emergency interventions shall not be used as a substitute for a BIP, and shall not be employed longer than necessary to contain the behavior. Emergency interventions may only be used to control unpredictable, spontaneous behavior that poses clear and present danger of serious physical harm to the individual with exceptional needs, or others, and that cannot be immediately prevented by a response less restrictive than the temporary application of a technique used to contain the behavior. If a situation requires prolonged use of emergency intervention, staff must seek assistance from the school site administrator or a law enforcement agency.

CONTRACTOR shall complete a behavior emergency report when an emergency occurs that is defined as a serious, dangerous behavior that staff has determined to present a clear and present danger to others. It requires a non-violent physical intervention to protect the safety of student, self, or others and a physical intervention has been used; or a physical intervention has not been used, but an injury or serious property damage has occurred. Personal Safety Techniques may or may not have been used. Emergencies *require* a behavior emergency report form be completed and submitted to the LEA within twenty-four (24) hours for administrative action. CONTRACTOR shall notify Parent within twenty-four (24) hours via telephone. If the student's IEP does not contain a BIP, an IEP team shall schedule a meeting to review the behavior emergency report, determine if there is a necessity for a functional behavioral assessment, and to determine an interim plan. If the student already has a BIP, the IEP team shall review and modify the BIP if a new serious behavior has been exhibited or existing behavioral interventions have proven to be ineffective. CONTRACTOR shall schedule with LEA an IEP meeting within two (2) days.

Pursuant to Education Code section 56521.2, CONTRACTOR shall not authorize, order, consent to, or pay for the following interventions, or any other interventions similar to or like the following:

1. any intervention that is designed to, or likely to, cause physical pain, including, but not limited to, electric-shock;
2. an intervention that involves the release of noxious, toxic, or otherwise unpleasant sprays, mists, or substances in proximity to the face of the individual;
3. an intervention that denies adequate sleep, food, water, shelter, bedding, physical comfort, or access to bathroom facilities;

4. an intervention that is designed to subject, used to subject, or likely to subject, the individual to verbal abuse, ridicule, or humiliation, or that can be expected to cause excessive emotional trauma;
5. restrictive interventions that employ a device, material, or objects that simultaneously immobilize all four extremities, including the procedure known as prone containment, except that prone containment or similar techniques may be used by trained personnel as a limited emergency intervention;
6. locked seclusion, unless it is in a facility otherwise licensed or permitted by state law to use a locked room;
7. an intervention that precludes adequate supervision of the individual;
8. an intervention that deprives the individual of one or more of his or her senses.

CONTRACTOR shall comply with Education Code section 49005.8. Specifically, Contractor shall not do any of the following:

1. Use seclusion or a behavioral restraint for the purpose of coercion, discipline, convenience, or retaliation.
2. Use locked seclusion, unless it is in a facility otherwise licensed or permitted by state law to use a locked room.
3. Use a physical restraint technique that obstructs a pupil's respiratory airway or impairs the pupil's breathing or respiratory capacity, including techniques in which a staff member places pressure on a pupil's back or places his or her body weight against the pupil's torso or back.
4. Use a behavioral restraint technique that restricts breathing, including, but not limited to, using a pillow, blanket, carpet, mat, or other item to cover a pupil's face.
5. Place a pupil in a facedown position with the pupil's hands held or restrained behind the pupil's back.
6. Use a behavioral restraint for longer than is necessary to contain the behavior that poses a clear and present danger of serious physical harm to the pupil or others.

CONTRACTOR shall keep constant, direct observation of a pupil who is in seclusion, which may be through observation of the pupil through a window, or another barrier, through which the educational provider is able to make direct eye contact with the pupil. This observation shall not be through indirect means, including through a security camera or a closed-circuit television.

CONTRACTOR shall afford pupils who are restrained the least restrictive alternative and the maximum freedom of movement, and shall use the least number of restraint points, while ensuring the physical safety of the pupil and others.

If prone restraint techniques are used by CONTRACTOR, a staff member shall observe the pupil for any signs of physical distress throughout the use of prone restraint. Whenever possible, the staff member monitoring the pupil shall not be involved in restraining the pupil.

In the case of a child whose behavior impedes the child's learning or that of others, the IEP team shall consider the use of positive behavioral interventions and supports, and other strategies, to address that behavior, consistent with Section 1414(d)(3)(B)(i) and (d)(4) of Title 20 of the United States Code and associated federal regulations.

All restraint practices must be reviewed and revised when they have an adverse effect on a student and are used repeatedly for an individual child, either on multiple occasions within the same classroom or multiple uses by the same individual. CONTRACTOR shall notify the student's parent/guardian when any type of physical or mechanical restraint or seclusion has been used. Upon the use of any type of physical or mechanical restraint or seclusions of an LEA student, CONTRACTOR shall complete a BER per the reporting and notification requirements listed above.

31. STUDENT DISCIPLINE

CONTRACTOR shall maintain and abide by a written policy for student discipline that is consistent with state and federal law and regulations. Using forms developed by the California Department of Education

or as otherwise mutually agreed upon by CONTRACTOR and LEA, CONTRACTOR shall provide LEA, on a monthly basis, a written report of all incidents in which a statutory offense is committed by any LEA student, regardless if it results in a disciplinary action of suspension or expulsion. This includes all statutory offenses as described in Education Codes 48900 and 48915. CONTRACTOR shall also include incidents resulting in the use of a behavioral restraint and/or seclusion even if they were not a result of a violation of Education Code Sections 48900 and 48915.

When CONTRACTOR seeks to remove a student from his/her current educational placement for disciplinary reasons, CONTRACTOR shall immediately submit a written discipline report to the LEA. Written discipline reports shall include, but not be limited to: the student's name; the time, date, and description of the misconduct; the disciplinary action taken by CONTRACTOR; and the rationale for such disciplinary action. A copy of the student's behavior plan, if any, shall be submitted with the written discipline report. CONTRACTOR and LEA agree to participate in a manifestation determination at an IEP meeting no later than the tenth (10th) day of suspension.

32. IEP TEAM MEETINGS

An IEP team meeting shall be convened at least annually to evaluate: (1) the educational progress of each student placed with CONTRACTOR, including all state assessment results pursuant to the requirements of Education Code section 52052; (2) whether or not the needs of the student continue to be best met at the NPS; and (3) whether changes to the student's IEP are necessary, including whether the student may be transitioned to a public school setting. (California Education Code sections 56366 (a) (2) (B) (i) and (ii)) and pursuant to California Education Code section 56345 (b) (4).)

If the LEA student is to be transferred from a NPS setting into a regular class setting in a public school for any part of the school day, the IEP team shall document a description of activities provided to integrate the student into the regular education program, including the nature of each activity as well as the time spent on the activity each day or week and a description of the activities provided to support the transition of the student from the special education program into the regular education program. Each student shall be allowed to provide confidential input to any representative of his or her IEP team. Except as otherwise provided in the Master Contract, CONTRACTOR and LEA shall participate in all IEP team meetings regarding students for whom ISAs have been or may be executed. At any time during the term of this Master Contract, the parent, the CONTRACTOR or the LEA may request a review of the student's IEP, subject to all procedural safeguards required by law, including reasonable notice given to, and participation of, the CONTRACTOR in the meeting. Every effort shall be made to schedule IEP team meetings at a time and place that is mutually convenient to parent, CONTRACTOR and LEA. CONTRACTOR shall provide to LEA assessments and written assessment reports by service providers upon request and/or pursuant to LEA policy and procedures. It is understood that attendance at an IEP meeting is part of CONTRACTOR'S professional responsibility and is not a billable service under this Master Contract.

It is understood that the CONTRACTOR shall utilize the approved electronic IEP system of the LEA for all IEP planning and progress reporting at the LEA's discretion. The LEA or SELPA may provide training for any CONTRACTOR to ensure access to the approved system. The CONTRACTOR shall maintain confidentiality of all IEP data on the approved system and shall protect the password requirements of the system. When a student dis-enrolls from the NPS/NPA, the NPS/NPA and LEA shall discontinue use of the approved system for that student.

Changes in any student's educational program, including instruction, services, or instructional setting provided under this Master Contract, may only be made on the basis of revisions to the student's IEP. In the event that the CONTRACTOR believes the student requires a change of placement, the CONTRACTOR may request a review of the student's IEP for the purposes of consideration of a change in the student's placement. Student is entitled to remain in the last agreed upon and implemented placement unless parent agrees otherwise or an Interim Alternative Educational Setting is deemed lawful and appropriate by LEA or OAH consistent with Section 1415 (k)(1)(7) of Title 20 of the United States Code.

33. SURROGATE PARENTS AND FOSTER YOUTH

CONTRACTOR shall comply with LEA surrogate parent assignments. Surrogate parents shall serve as the child's parent and have all the rights relative to the student's education that a parent has under the Individuals with Disabilities Education Act pursuant to *20 USC 1414-1482 and 34 CFR 300.1-300.756*. A pupil in foster care shall be defined pursuant to California Education Code section 42238.01(b). The LEA shall annually notify the CONTRACTOR who the LEA has designated as the educational liaison for foster children. When a pupil in foster care is enrolled in a NPS by the LEA any time after the completion of the pupil's second year of high school, the CONTRACTOR shall schedule the pupil in courses leading towards graduation based on the diploma requirements of the LEA unless provided notice otherwise in writing pursuant to Section 51225.1.

34. DUE PROCESS PROCEEDINGS

CONTRACTOR shall fully participate in special education due process proceedings including mediations and hearings, as requested by LEA. Participation further includes the willingness to make CONTRACTOR's staff available for witness preparation and testimony as is necessary to facilitate a due process hearing. CONTRACTOR shall also fully participate in the investigation and provision of documentation related to any complaint filed with the State of California, the Office of Civil Rights, or any other state and/or federal governmental body or agency. Full participation shall include, but in no way be limited to, cooperating with LEA representatives to provide complete answers raised by any investigator and/or the immediate provision of any and all documentation that pertains to the operation of CONTRACTOR's program and/or the implementation of a particular student's IEP/Individual and Family Service Plan ("IFSP").

35. COMPLAINT PROCEDURES

CONTRACTOR shall maintain and adhere to its own written procedures for responding to parent complaints. These procedures shall include annually notifying and providing parents of students with appropriate information (including complaint forms) for the following: (1) Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations section 4600 *et seq.*; (2) Nondiscrimination policy pursuant to Title 5 of the California Code of Regulations section 4960 (a); (3) Sexual Harassment Policy, California Education Code 231.5 (a) (b) (c); (4) Title IX Student Grievance Procedure, Title IX 106.8 (a) (d) and 106.9 (a); and (5) Notice of Privacy Practices in compliance with Health Insurance Portability and Accountability Act ("HIPAA"). CONTRACTOR shall include verification of these procedures to the LEA. CONTRACTOR shall immediately notify LEA of any complaints filed against it related to LEA students and provide LEA with all documentation related to the complaints and/or its investigation of complaints, including any and all reports generated as a result of an investigation.

36. STUDENT PROGRESS REPORTS/REPORT CARDS AND ASSESSMENTS

Unless LEA requests in writing that progress reports be provided on a monthly basis, CONTRACTOR shall provide to parents at least four (4) written progress reports/report cards. At a minimum, progress reports shall include progress over time towards IEP goals and objectives. A copy of the progress reports/report cards shall be maintained at the CONTRACTOR's place of business and shall be submitted to the LEA and LEA student's parent(s) quarterly.

The CONTRACTOR shall also provide an LEA representative access to supporting documentation used to determine progress on any goal or objective, including but not limited to log sheets, observation notes, data sheets, pre/post tests, rubrics and other similar data collection used to determine progress or lack of progress on approved goals, objectives, transition plans or behavior intervention plans. The LEA may request such data at any time within five (5) years of the date of service. The CONTRACTOR shall provide this data supporting progress within five (5) business days of request. Additional time may be granted as needed by the LEA.

CONTRACTOR shall complete academic or other evaluations of the student ten (10) days prior to the student's annual or triennial review IEP team meeting for the purpose of reporting the student's present levels of performance at the IEP team meeting as required by state and federal laws and regulations and pursuant to LEA policies, procedures, and/or practices. CONTRACTOR shall provide sufficient copies of its reports, documents, and projected goals to share with members of the IEP team five (5) business days prior to the IEP meeting. CONTRACTOR shall maintain supporting documentation such as test protocols and data collection, which shall be made available to LEA within five (5) business days of request.

The CONTRACTOR is responsible for all evaluation costs regarding the updating of goals and objectives, progress reporting and development of present levels of performance. All assessments resulting from an assessment plan shall be provided by the LEA unless the LEA specifies in writing a request that CONTRACTOR perform such additional assessment. Any assessment and/or evaluation costs may be added to the ISA and/or approved separately by the LEA at the LEA's sole discretion.

It is understood that all billable hours must be in direct services to pupils as specified in the ISA. For NPA services, supervision provided by a qualified individual as specified in Title 5 Regulation, subsection 3065, shall be determined as appropriate and included in the ISA. Supervision means the direct observation of services, data review, case conferencing and program design consistent with professional standards for each professional's license, certification, or credential.

CONTRACTOR shall not charge the student's parent(s) or LEA for the provision of progress reports, report cards, evaluations conducted in order to obtain present levels of performance, interviews, and/or meetings. It is understood that all billable hours have limits to those specified on the ISA consistent with the IEP. It is understood that copies of data collection notes, forms, charts and other such data are part of the pupil's record and shall be made available to the LEA upon written request.

37. TRANSCRIPTS

When CONTRACTOR is a NPS, CONTRACTOR shall prepare transcripts at the close of each semester, or upon student transfer, for students in grades nine (9) through twelve (12) inclusive, and submit them on LEA approved forms to the student's school of residence for evaluation of progress toward completion of diploma requirements as specified in LEA Procedures. CONTRACTOR shall submit to the LEA names of students and their schools of residence for whom transcripts have been submitted as specified by the LEA.

38. STUDENT CHANGE OF RESIDENCE

Within five (5) school days from the date CONTRACTOR becomes aware of a student's change of residence, CONTRACTOR shall notify LEA, in writing, of the student's change of residence. Upon enrollment, CONTRACTOR shall notify parents in writing of their obligation to notify CONTRACTOR of the student's change of residence. CONTRACTOR shall maintain, and provide upon request by LEA, documentation of such notice to parents.

If CONTRACTOR had knowledge or should reasonably have had knowledge of the student's change of residence boundaries and CONTRACTOR fails to follow the procedures specified in this provision, LEA shall not be responsible for the costs of services delivered following the student's change of residence.

39. WITHDRAWAL OF STUDENT FROM PROGRAM

CONTRACTOR shall immediately report electronically and in writing to the LEA within five (5) business days when an LEA student is withdrawn without prior notice from school and/or services, including student's change of residence to a residence outside of LEA service boundaries, and parent/guardian withdrawal of student against professional advice from a NPS/RTC.

40. PARENT ACCESS

CONTRACTOR shall provide for reasonable parental access to students and all facilities including, but not limited to, the instructional setting, recreational activity areas, meeting rooms and student living quarters, when applicable. CONTRACTOR shall comply with any known court orders regarding parental visits and access to LEA students.

CONTRACTOR operating programs associated with a NPS/RTC shall cooperate with a parent's reasonable request for LEA student therapeutic visits in their home or at the NPS/RTC. CONTRACTOR shall require that parents obtain prior written authorization for therapeutic visits from the CONTRACTOR and the LEA at least thirty (30) days in advance. When requested, CONTRACTOR shall facilitate all parent travel and accommodations and for providing travel information to the parent as appropriate. Payment by LEA for approved travel-related expenses shall be made directly through the LEA consistent with LEA Procedures.

CONTRACTOR providing services in the student's home as specified in the IEP shall ensure that at least one parent of the child, or an adult caregiver with written and signed authorization to make decisions in an emergency, is present. The names of any adult caregiver other than the parent shall be provided to the LEA prior to the start of any home based services, including written and signed authorization in emergency situations. The parent shall inform the LEA of any changes of caregivers and provide written authorization for emergencies. The adult caregiver cannot also be an employee or volunteer associated with the NPS/NPA service provider.

All problems and/or concerns reported to parents, both verbal and written, shall also be provided, in writing, to the LEA.

41. LICENSED CHILDREN'S INSTITUTION ("LCI") CONTRACTORS AND RESIDENTIAL TREATMENT CENTER ("RTC") CONTRACTORS

If CONTRACTOR is a LCI, CONTRACTOR shall adhere to all legal requirements regarding educational placements for LCI students as stated in Education Code 56366 (a) (2) (C), 56366.9 (c) (1), Health and Safety Code section 1501.1 and any other applicable laws and/or regulations, including LEA guidelines or procedures. An LCI shall not require that a pupil be placed in its NPS as a condition of being placed in its residential facility.

If CONTRACTOR is a NPS/RTC, CONTRACTOR shall adhere to all legal requirements under the Individuals with Disabilities Education Act (IDEA), 20 U.S.C. section 1400 et seq. including the federal regulations 34 C.F.R section 300 et seq. and Education Code section 56000 et seq. including Title 5 of the California Code of Regulations section 3000 et seq.. CONTRACTOR shall comply with all monitoring requirements set forth in Section 43 below.

If CONTRACTOR is a NPS that is owned, operated by, or associated with a LCI, CONTRACTOR shall provide to LEA, on a quarterly basis, a list of all students, including those identified as eligible for special education. For those identified as special education students, the list shall include: 1) special education eligibility at the time of enrollment and; 2) the educational placement and services specified in each student's IEP at the time of enrollment. A copy of the current IEP shall be provided to the LEA.

Unless placement is made pursuant to an Office of Administrative Hearings order or a lawfully executed agreement between LEA and parent, LEA is not responsible for the costs associated with NPS placement until the date on which an IEP team meeting is convened, the IEP team determines that a NPS placement is appropriate, and the IEP is signed by the student's parent or another adult with educational decision-making rights.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this State shall be certified or licensed by that state to provide, respectively, special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 et seq.).

42. STATE MEAL MANDATE

When CONTRACTOR is a NPS, CONTRACTOR and LEA shall satisfy the State Meal Mandate under California Education Code sections 49005 et seq.; ; 49501.5, the universal meal mandate enacted by AB 130 (2021-2022); 49530 et seq; and 49550 et seq.

(OPTIONAL)

LEA, at its sole discretion, may elect to directly provide meals to CONTRACTOR for distribution to LEA students at the nonpublic school on its own or by another local school district.

CONTRACTOR acknowledges that the LEA does not receive any state or federal reimbursement for any meals CONTRACTOR provides to LEA students and that CONTRACTOR is only eligible to receive direct reimbursement if it is an approved site under the National School Lunch Program.

In the event the LEA requests CONTRACTOR to provide meals to LEA students, CONTRACTOR will provide breakfast and lunch to LEA students in compliance with the meal pattern requirements under the School Breakfast Program and National School Lunch Program nutritional standards. LEA shall reimburse CONTRACTOR for each meal made available at a mutually agreed upon rate. In the event CONTRACTOR is unable to provide meals, the LEA and CONTRACTOR will work collaboratively to find a solution. In the event CDE determines that meals do not need to be provided, this paragraph shall not apply.

CONTRACTOR shall maintain all documentation of meals provided to LEA students. CONTRACTOR shall comply with record keeping requirements under the School Breakfast Program and National School Lunch Program or LEA template. Upon request, CONTRACTOR shall provide copies of any such records to LEA. CONTRACTOR shall also allow LEA to conduct site monitoring visits as deemed necessary by the LEA.

If CONTRACTOR uses a third-party vendor to provide meals, CONTRACTOR will assure that the third-party vendor agrees to comply with all meal pattern requirements of the School Breakfast Program and National School Lunch Program nutritional standards. Upon request, CONTRACTOR shall provide LEA with any contracts it has with third-party vendors providing meals for students.

43. MONITORING

When CONTRACTOR is an NPS, the LEA or SELPA shall conduct at least one onsite monitoring visit during each school year to the NPS at which the LEA has a pupil attending and with which it maintains a master contract. The monitoring visit shall include, but is not limited to, a review of services provided to the pupil through the ISA between the LEA and the NPS, a review of progress the pupil is making toward the goals set forth in the pupil's individualized education program, a review of progress the pupil is making toward the goals set forth in the pupil's behavioral intervention plan, if applicable, an observation of the pupil during instruction, and a walkthrough of the facility. The LEA or SELPA shall report the findings resulting from the monitoring visit to the California Department of Education within 60 calendar days of the onsite visit.

The LEA or SELPA shall conduct an onsite visit to the NPS before placement of a pupil if the LEA does not have any pupils enrolled at the school at the time of placement.

CONTRACTOR shall allow LEA representatives access to its facilities for additional periodic monitoring of each student's instructional program. LEA shall have access to observe each student at work, observe the instructional setting, interview CONTRACTOR, and review each student's records and progress. Such access shall include unannounced monitoring visits. When making site visits, LEA shall initially report to CONTRACTOR's site administrative office. CONTRACTOR shall be invited to participate in the review of each student's progress.

If CONTRACTOR is also an LCI and/or NPS/RTC, the CDE shall annually evaluate whether CONTRACTOR is in compliance with Education Code section 56366.9 and Health and Safety Code section 1501.1(b).

The State Superintendent of Public Instruction (“Superintendent”) shall monitor CONTRACTOR’S facilities, the educational environment, and the quality of the educational program, including the teaching staff, the credentials authorizing service, the standards-based core curriculum being employed, and the standard focused instructional materials used on a three-year cycle, as follows: (1) CONTRACTOR shall complete a self-review in year one; (2) the Superintendent shall conduct an onsite review in year two; and (3) the Superintendent shall conduct a follow-up visit in year three.

CONTRACTOR shall participate in any LEA or CDE compliance review, if applicable, to be conducted as aligned with the CDE Onsite Review and monitoring cycle in accordance with California Education Code section 56366.1(j). This review will address programmatic aspects of the NPS, compliance with relevant state and federal regulations, and Master Contract compliance. CONTRACTOR shall conduct any follow-up or corrective action procedures related to review findings.

CONTRACTOR understands that LEA reserves the right to institute a program audit with or without cause. The program audit may include, but is not limited to, a review of core compliance areas of health and safety; curriculum/instruction; related services; and contractual, legal, and procedural compliance.

When CONTRACTOR is a NPS, CONTRACTOR shall collect all applicable data and prepare the applicable portion of a School Accountability Report Card as appropriate in accordance with California Education Code Section 33126.

PERSONNEL

44. CLEARANCE REQUIREMENTS

CONTRACTOR shall comply with the requirements of California Education Code sections 44237, 35021.1, 35021.2, and 56366.1 including, but not limited to: obtaining clearance from both the California Department of Justice (hereinafter referred to as “CDOJ”) and clearance from the Federal Bureau of Investigation (hereinafter referred to as “FBI”) for CONTRACTOR’S employees and volunteers who will have or likely may have any direct contact with LEA students. CONTRACTOR hereby agrees that CONTRACTOR’S employees and volunteers shall not come in contact with students until CDOJ and FBI clearance are ascertained. CONTRACTOR shall certify in writing to LEA that none of its employees, and volunteers, unless CONTRACTOR determines that the volunteers will have no direct contact with students, or subcontractors who may come into contact with students have been convicted of a violent or serious felony as those terms are defined in California Education Code section 44237(h), unless despite the employee’s conviction of a violent or serious felony, he or she has met the criteria to be eligible for employment pursuant to California Education Code section 44237 (i) or (j). Upon request, clearance certification shall be submitted to the LEA. In addition, CONTRACTOR shall make a request for subsequent arrest service from CDOJ as required by California Penal Code section 11105.2. Contractor shall certify to LEA that they have successful background checks and enrolled in subsequent arrest notification service for all employees who may come into contact with students.

Notwithstanding the restrictions on sharing and destroying criminal background check information, CONTRACTOR, upon demand, shall make available to the LEA evidence of a successful criminal background check clearance and enrollment in subsequent arrest notification service, as provided, for each owner, operator, and employee of the NPS/A. CONTRACTOR is required to retain the evidence on-site, as specified, for all staff, including those licensed or credentialed by another state agency. Background clearances and proof of subsequent arrest notification service, as required by California Penal Code section 11105.2, for all staff shall be provided to the LEA upon request.

45. STAFF QUALIFICATIONS

CONTRACTOR shall ensure that all individuals employed, contracted, and/or otherwise hired by CONTRACTOR to provide classroom and/or individualized instruction or related services hold a license, certificate, permit, or other document equivalent to that which staff in a public school are required to hold in the service rendered consistent with Education Code section 56366.1(n)(1) and are qualified pursuant to Title 34 of the Code of Federal Regulations sections 200.56 and 200.58, and Title 5 of the California Code of Regulations sections 3001(r), 3064 and 3065. Such qualified staff may only provide related services within the scope of their professional license, certification or credential and ethical standards set by each profession, and not assume responsibility or authority for another related services provider or special education teacher's scope of practice.

CONTRACTOR shall ensure that all staff are appropriately credentialed to provide instruction and services to students with the disabling conditions placed in their program/school through documentation provided to the CDE (5 CCR 3064 (a)).

In accordance with California Education Code section 56366.1(a)(5), when CONTRACTOR is a NPS, an appropriately qualified person shall serve as curricular and instructional leader, and be able to provide leadership, oversight and professional development. The administrator of the NPS holds or is in the process of obtaining one of the following: (A) An administrative credential granted by an accredited postsecondary educational institution and two years of experience with pupils with disabilities. (B) A pupil personnel services credential that authorizes school counseling or psychology. (C) A license as a clinical social worker issued by the Board of Behavioral Sciences. (D) A license in psychology regulated by the Board of Psychology. (E) A master's degree issued by an accredited postsecondary institution in education, special education, psychology, counseling, behavioral analysis, social work, behavioral science, or rehabilitation. (F) A credential authorizing special education instruction and at least two years of experience teaching in special education before becoming an administrator. (G) A license as a marriage and family therapist certified by the Board of Behavioral Sciences. (H) A license as an educational psychologist issued by the Board of Behavioral Sciences. (I) A license as a professional clinical counselor issued by the Board of Behavioral Sciences. (California Education Code Section 56366.1 (a)(5)). CONTRACTOR shall maintain, and provide to the LEA upon request, documentation of its administrator's qualifications in accordance with the above.

CONTRACTOR shall comply with personnel standards and qualifications regarding instructional aides and teacher assistants respectively pursuant to federal requirements and California Education Code sections 45340 *et seq.* and 45350 *et seq.* Specifically, all paraprofessionals, including but not limited to, instructional aides and teacher assistants, employed, contracted, and/or otherwise hired or subcontracted by CONTRACTOR to provide classroom and/or individualized instruction or related services, shall possess a high school diploma (or its recognized equivalent) and at least one of the following qualifications: (a) completed at least two (2) years of study at an institution of higher education; or (b) obtained an associate's (or higher) degree; or (c) met a rigorous standard of quality and can demonstrate, through a formal state or local assessment (i) knowledge of, and the ability to assist in instructing, reading, writing, and mathematics; or (ii) knowledge of, and the ability to assist in instructing, reading readiness, writing readiness, and mathematics readiness, as appropriate. CONTRACTOR shall comply with all laws and regulations governing the licensed professions, including but not limited to, the provisions with respect to supervision.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this state and serving a student by this LEA shall be certified or licensed by that state to provide special education and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 *et seq.*).

46. VERIFICATION OF LICENSES, CREDENTIALS AND OTHER DOCUMENTS

CONTRACTOR shall submit to LEA a staff list, and copies of all current licenses, credentials, certifications, permits and/or other documents which entitle the holder to provide special education and/or related services by individuals employed, contracted, and/or otherwise hired or sub-contracted by CONTRACTOR. CONTRACTOR shall ensure that all licenses, credentials, permits or other documents are on file at the office of the County Superintendent of Schools. CONTRACTOR shall provide the LEA

with the verified dates of fingerprint clearance, Department of Justice clearance and Tuberculosis Test clearance for all employees, approved subcontractors and/or volunteers prior to such individuals starting to work with any student.

CONTRACTOR shall monitor the status of licenses, credentials, certifications, permits and/or other documents for all individuals employed, contracted, and/or otherwise hired by CONTRACTOR. CONTRACTOR shall notify LEA and CDE in writing within forty-five (45) days when personnel changes occur which may affect the provision of special education and/or related services to LEA students. CONTRACTOR shall notify LEA within forty-five (45) days if any such licenses, certifications or waivers are expired, suspended, revoked, rescinded, challenged pursuant to an administrative or legal complaint or lawsuit, or otherwise nullified during the effective period of this Master Contract. The LEA shall not be obligated to pay for any services provided by a person whose such licenses, certifications or waivers are expired, suspended, revoked, rescinded, or otherwise nullified during the period which such person is providing services under this Master Contract. Failure to notify the LEA and CDE of any changes in credentialing/licensed staff may result in suspension or revocation of CDE certification and/or suspension or termination of this Master Contract by the LEA.

47. STAFF ABSENCE

When CONTRACTOR is a nonpublic school and CONTRACTOR's classroom teacher is absent, CONTRACTOR shall provide an appropriately credentialed substitute teacher in the absent teacher's classroom in accordance with California Education Code section 56061. CONTRACTOR shall provide to the LEA documentation of substitute coverage. Substitute teachers shall remain with their assigned class during all instructional time.

(OPTIONAL)

The LEA shall not be responsible for any payment for instruction and/or services when an appropriately credentialed substitute teacher is not provided in accordance with California Education Code section 56061.

When CONTRACTOR is a NPA and/or related services provider, and CONTRACTOR's service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section 7 of this agreement and as determined by LEA) substitute, unless LEA provides appropriate coverage in lieu of CONTRACTOR's service providers. It is understood that the parent of a student shall not be deemed to be a qualified substitute for their student. LEA will not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. CONTRACTOR shall not "bank" or "carry over" make up service hours under any circumstances, unless otherwise agreed to in writing by CONTRACTOR and authorized LEA representative.

48. STAFF PROFESSIONAL BEHAVIOR WHEN PROVIDING SERVICES AT SCHOOL OR SCHOOL RELATED EVENTS OR AT SCHOOL FACILITY AND/OR IN THE HOME

It is understood that all employees, subcontractors, and volunteers of any certified NPS/A shall adhere to the customary professional and ethical standards when providing services. All practices shall only be within the scope of professional responsibility as defined in the professional code of conduct for each profession as well as any LEA professional standards as specified in Board policies and/or regulations when made available to the CONTRACTOR.

For services provided on a public school campus, sign in/out procedures shall be followed by NPS/A providers working in a public school classroom along with all other procedures for being on campus consistent with school and district policy. Such policies and procedures shall be made available to the CONTRACTOR upon request. It is understood that the public school credentialed classroom teacher is responsible for the instructional program.

CONTRACTOR providing services outside of the student's school as specified in the IEP shall ensure that at least one parent of the child or an adult caregiver with written and signed authority to make decisions in an emergency is present during provision of services. The names of any adult caregiver other than the parent shall be provided to the LEA prior to the start of any home-based services, including written and signed authorization in emergency situations. The adult caregiver cannot also be an employee or volunteer associated with the NPS/NPA service provider. All problems and/or concerns reported by CONTRACTOR to parents or guardians, in either verbal or written form, shall be reported to the LEA.

HEALTH AND SAFETY MANDATES

49. HEALTH AND SAFETY

CONTRACTOR shall comply with all applicable federal, state, local, and LEA laws, regulations, ordinances, policies, and procedures regarding student and employee health and safety. CONTRACTOR shall comply with the requirements of California Education Code sections 35021 *et. seq.* and 49406, regarding the examination of CONTRACTOR's employees and volunteers for tuberculosis. CONTRACTOR shall provide to LEA documentation for each individual volunteering, employed, contracted, and/or otherwise hired by CONTRACTOR of such compliance before an individual comes in contact with a student.

CONTRACTOR shall comply with OSHA Blood-Borne Pathogens Standards, 29 Code of Federal Regulations (CFR) section 1910.1030, when providing medical treatment or assistance to a student. CONTRACTOR further agrees to provide annual training regarding universal health care precautions and to post required notices in areas designated in the California Health and Safety Code.

50. FACILITIES AND FACILITIES MODIFICATIONS

CONTRACTOR shall provide special education and/or related services to students in facilities that comply with all applicable federal, state, and local laws, regulations, and ordinances related, but not limited to: disability access; fire, health, sanitation, and building standards and safety; fire warning systems; zoning permits; and occupancy capacity. When CONTRACTOR is a NPS, CONTRACTOR shall conduct fire drills as required by Title 5 California Code of Regulations section 550. CONTRACTOR shall be responsible for any structural changes and/or modifications to CONTRACTOR's facilities as required complying with applicable federal, state, and local laws, regulations, and ordinances. Failure to notify the LEA and CDE of any changes in, major modification or relocation of facilities may result in the suspension or revocation of CDE certification and/or suspension or termination of this Master Contract by the LEA.

51. ADMINISTRATION OF MEDICATION

CONTRACTOR shall comply with the requirements of California Education Code section 49422 *et seq.* when CONTRACTOR serves a student that is required to take prescription and/or over-the-counter medication during the school day. CONTRACTOR may designate personnel to assist the student with the administration of such medication after the student's parent(s) provide to CONTRACTOR: (a) a written statement from a physician detailing the type, administration method, amount, and time schedules by which such medication shall be taken; and (b) a written statement from the student's parent(s) granting CONTRACTOR permission to administer medication(s) as specified in the physician's statement. CONTRACTOR shall maintain, and provide to LEA upon request, copies of such written statements. CONTRACTOR shall maintain a written log for each student to whom medication is administered. Such written log shall specify the student's name; the type of medication; the date, time, and amount of each administration; and the name of CONTRACTOR's employee who administered the medication. CONTRACTOR maintains full responsibility for storing medications in a secure location and ensuring appropriate staff training in the administration of such medication consistent with physician's written orders. Any change in medication type, administration method, amount or schedule must be authorized by both a licensed physician and parent.

52. INCIDENT/ACCIDENT REPORTING

CONTRACTOR shall submit within 24 hours, electronically, any accident or incident report to the LEA. CONTRACTOR shall properly submit required accident or incident reports pursuant to the procedures specified in LEA Procedures.

53. CHILD ABUSE REPORTING

CONTRACTOR hereby agrees to annually train all staff members, including volunteers, so that they are familiar with and agree to adhere to its own child and dependent adult abuse reporting obligations and procedures as specified in California Penal Code section 11164 et seq. and Education Code 44691. To protect the privacy rights of all parties involved (i.e., reporter, child and alleged abuser), reports will remain confidential as required by law and professional ethical mandates. A written statement acknowledging the legal requirements of such reporting and verification of staff adherence to such reporting shall be submitted to the LEA.

54. SEXUAL HARASSMENT

CONTRACTOR shall have a Sexual and Gender Identity harassment policy that clearly describes the kinds of conduct that constitutes sexual harassment and that is prohibited by the CONTRACTOR's policy, as well as federal and state law. The policy should include procedures to make complaints without fear of retaliation, and for prompt and objective investigations of all sexual harassment complaints. CONTRACTOR further agrees to provide annual training to all employees regarding the laws concerning sexual harassment and related procedures pursuant to Government Code 12950.1.

55. REPORTING OF MISSING CHILDREN

CONTRACTOR assures LEA that all staff members, including volunteers, are familiar with and agree to adhere to requirements for reporting missing children as specified in California Education Code section 49370. A written statement acknowledging the legal requirements of such reporting and verification of staff adherence to such reporting shall be properly submitted to the LEA. The written statement shall be submitted as specified by the LEA.

FINANCIAL

56. ENROLLMENT, CONTRACTING, SERVICE TRACKING, ATTENDANCE REPORTING, AND BILLING PROCEDURES

CONTRACTOR shall assure that the nonpublic school or nonpublic agency has the necessary financial resources to provide an appropriate education for the students enrolled and will distribute those resources in such a manner to implement the IEP and ISA for each and every student.

CONTRACTOR shall comply with all LEA procedures concerning enrollment, contracting, attendance reporting, service tracking and billing including requirements of electronic billing as specified by the LEA Procedures, as well as provide all such records requested by LEA concerning the same. CONTRACTOR shall be paid for the provision of special education and/or related services specified in the student's IEP and ISA. All payments by LEA shall be made in accordance with the terms and conditions of this Master Contract and governed by all applicable federal and state laws.

CONTRACTOR shall maintain separate registers for the basic education program, each related service, and services provided by instructional assistants, behavior intervention aides and bus aides. Original attendance forms (i.e., roll books for the basic education program, service tracking documents and notes for instructional assistants, behavioral intervention aides, bus aides, and each related service) shall be completed by the actual service provider whose signature shall appear on such forms and shall be available for review, inspection, or audit by LEA during the effective period of this contract and for a period of five (5) years thereafter. CONTRACTOR shall verify the accuracy of minutes of reported attendance that is the basis of services being billed for payment.

CONTRACTOR shall submit invoices and related documents to LEA for payment, for each calendar month when education or related services were provided. Invoices and related documents shall be properly submitted electronically and in addition, on an LEA form with signatures in the manner prescribed by LEA. At a minimum, each invoice must contain the following information: month of service; specific days and times of services coordinated by the LEA approved calendar unless otherwise specified in the IEP or agreed to by the LEA; name of staff who provided the service; approved cost of each invoice; total for each service and total for the monthly invoice; date invoice was mailed; signature of NPS/NPA administrator authorizing that the information is accurate and consistent with the ISA, CDE certificates and staff notification; verification that attendance report is attached as appropriate; indication of any made-up session consistent with this contract; verification that progress reports have been provided consistent with the ISA (monthly or quarterly unless specified otherwise on the ISA); and name or initials of each student for when the service was provided.

In the event services were not provided, rationale for why the services were not provided shall be included.

Such an invoice is subject to all conditions of this contract. At the discretion of the LEA, an electronic invoice may be required provided such notice has been made in writing and training provided to the CONTRACTOR at no additional charge for such training.

Invoices shall be submitted no later than thirty (30) days after the end of the attendance accounting period in which the services were rendered. LEA shall make payment to CONTRACTOR based on the number of billable days of attendance and hours of service at rates specified in this contract within forty-five (45) days of LEA's receipt of properly submitted hard copy of invoices prepared and submitted as specified in California Education Code Section 56366.5 and the LEA. CONTRACTOR shall correct deficiencies and submit rebilling invoices no later than thirty (30) calendar days after the invoice is returned by LEA. LEA shall pay properly submitted re-billing invoices no later than forty-five (45) days after the date a completely corrected re-billing invoice is received by LEA.

In no case shall initial payment claim submission for any Master Contract fiscal year (July through June) extend beyond December 31st after the close of the fiscal year. In no case shall any rebilling for the Master Contract fiscal year (July through June) extend beyond six (6) months after the close of the fiscal year unless approved by the LEA to resolve billing issues including re-billing issues directly related to a delay in obtaining information from the Commission on Teacher Credentialing regarding teacher qualification, but no later than twelve (12) months from the close of the fiscal year. If the billing or re-billing error is the responsibility of the LEA, then no limit is set provided that the LEA and CONTRACTOR have communicated such concerns in writing during the 12-month period following the close of the fiscal year. LEA will not pay mileage for NPA employee.

57. RIGHT TO WITHHOLD PAYMENT

LEA may withhold payment to CONTRACTOR when: (a) CONTRACTOR has failed to perform, in whole or in part, under the terms of this contract; (b) CONTRACTOR has billed for services rendered on days other than billable days of attendance or for days when student was not in attendance and/or did not receive services; (c) CONTRACTOR was overpaid by LEA as determined by inspection, review, and/or audit of its program, work, and/or records; (d) CONTRACTOR has failed to provide supporting documentation with an invoice, as required by EC 56366(c)(2); (e) education and/or related services are provided to students by personnel who are not appropriately credentialed, licensed, or otherwise qualified; (f) LEA has not received prior to school closure or contract termination, all documents concerning one or more students enrolled in CONTRACTOR's educational program; (g) CONTRACTOR fails to confirm a student's change of residence to another district or confirms the change of residence to another district, but fails to notify LEA within five (5) days of such confirmation; or (h) CONTRACTOR receives payment from Medi-Cal or from any other agency or funding source for a service provided to a student. It is understood that no payments shall be made for any invoices that are not received by six (6) months following the close of the prior fiscal year, for services provided in that year.

Final payment to CONTRACTOR in connection with the cessation of operations and/or termination of a Master Contract will be subject to the same documentation standards described for all payment claims for regular ongoing operations. In addition, final payment may be withheld by the LEA until completion of a review or audit, if deemed necessary by the LEA. Such review or audit will be completed within ninety (90) days. The final payment may be adjusted to offset any previous payments to the CONTRACTOR determined to have been paid in error or in anticipation of correction of documentation deficiencies by the CONTRACTOR that remain uncorrected.

The amount which may be withheld by LEA with respect to each of the subparagraphs of the preceding paragraph are as follows: (a) the value of the service CONTRACTOR failed to perform; (b) the amount of overpayment; (c) the portion of the invoice for which satisfactory documentation has not been provided by CONTRACTOR; (d) the amount invoiced for services provided by the individual not appropriately credentialed, licensed, or otherwise qualified; (e) the proportionate amount of the invoice related to the applicable pupil for the time period from the date the violation occurred and until the violation is cured; or (f) the amount paid to CONTRACTOR by Medi-Cal or another agency or funding source for the service provided to the student.

If LEA determines that cause exists to withhold payment to CONTRACTOR, LEA shall, within ten (10) business days of this determination, provide to CONTRACTOR written notice that LEA is withholding payment. Such notice shall specify the basis or bases for LEA's withholding payment and the amount to be withheld. Within thirty (30) days from the date of receipt of such notice, CONTRACTOR shall take all necessary and appropriate action to correct the deficiencies that form the basis for LEA's withholding payment or submit a written request for extension of time to correct the deficiencies or submit to LEA written documentation demonstrating that the basis or bases cited by the LEA for withholding payment is unfounded. Upon receipt of CONTRACTOR's written request showing good cause, LEA shall extend CONTRACTOR's time to correct deficiencies (usually an additional thirty (30) days), otherwise payment will be denied.

If after subsequent request for payment has been denied and CONTRACTOR believes that payment should not be withheld, CONTRACTOR shall send written notice to LEA specifying the reason it believes payment should not be withheld. LEA shall respond to CONTRACTOR's notice within thirty (30) business days by indicating that a warrant for the amount of payment will be made or stating the reason LEA believes payment should not be made. If LEA fails to respond within thirty (30) business days or a dispute regarding the withholding of payment continues after the LEA's response to CONTRACTOR's notice, CONTRACTOR may invoke the following escalation policy.

After forty-five (45) business days: The CONTRACTOR may notify the Authorized LEA's Representative of the dispute in writing. The LEA Authorized Representative shall respond to the CONTRACTOR in writing within fifteen (15) business days.

After sixty (60) business days: The LEA or CONTRACTOR may appeal to the County Superintendent of Schools so long as the County Superintendent of Schools is not participating in the Local Plan involved in the NPS/A contract, or a mutually agreed upon mediator. Both parties agree to pay for their own costs and expenses arising out of such mediation. Each party agrees to act in good faith in participating in any mediation process agreed to by the parties.

58. PAYMENT FROM OUTSIDE AGENCIES

CONTRACTOR shall notify LEA when Medi-Cal or any other agency is billed for the costs associated with the provision of special education and/or related services to students. Upon request, CONTRACTOR shall provide to LEA any and all documentation regarding reports, billing, and/or payment by Medi-Cal or any other agency for the costs associated with the provision of special education and/or related services to students. CONTRACTOR shall provide prior written notice of the rights and protections required by Title 34 of the Code of Federal Regulations section 300.154(d) whenever it seeks to use the LEA students' public benefits to pay for special education and related services. Such notice shall be provided before seeking payment from Medi-Cal for the first time and annually.

59. PAYMENT FOR ABSENCESNONPUBLIC SCHOOL STAFF ABSENCE

Whenever a classroom teacher employed by CONTRACTOR is absent, CONTRACTOR shall provide an appropriately credentialed substitute teacher in the absent teacher's classroom in accordance with California Education Code section 56061. CONTRACTOR shall provide to LEA documentation of substitute coverage pursuant to the LEA Procedures. Substitute teachers shall remain with their assigned class during all instructional time. LEA will not pay for instruction and/or services unless said instruction or service is provided by an appropriately credentialed substitute teacher.

Whenever a related service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section 7 of this agreement and as determined by LEA) substitute. LEA will not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided unless otherwise agreed in student's IEP.

NONPUBLIC SCHOOL STUDENT ABSENCE

If CONTRACTOR is a nonpublic school, no later than the tenth (10th) cumulative day of a student's unexcused absence, CONTRACTOR shall notify the LEA of such absence.

Criteria for a billable day for payment purposes is one (1) day of attendance as defined in California Education Code, sections 46010, 46010.3 and 46307. LEA shall not pay for services provided on days that a student's attendance does not qualify for Average Daily Attendance (ADA) reimbursement under state law. *Per Diem* rates for students whose IEPs authorize less than a full instructional day may be adjusted on a pro rata basis in accordance with the actual proportion of the school day the student was served. LEA shall not be responsible for payment of related services for days on which a student's attendance does not qualify for Average Daily Attendance ("ADA") reimbursement under state law, nor shall student be eligible for make-up services.

NONPUBLIC AGENCY STAFF ABSENCE

When CONTRACTOR is a nonpublic agency and CONTRACTOR's service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section 7 of this agreement and as determined by LEA) substitute, unless LEA provides appropriate coverage in lieu of CONTRACTOR's service providers. LEA shall not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. CONTRACTOR shall not "bank" or "carry over" make up service hours under any circumstances, unless otherwise agreed to in writing by CONTRACTOR and LEA. In the event services were not provided, reasons for why the services were not provided shall be included.

NONPUBLIC AGENCY STUDENT ABSENCE

If CONTRACTOR is a nonpublic agency, it shall notify LEA of the absence of a student no later than the fifth (5th) consecutive service day of the student's absence. LEA shall not be responsible for the payment of services when a student is absent.

60. LEA and/or NONPUBLIC SCHOOL CLOSURE DUE TO EMERGENCY

The following shall apply in the event of a LEA or NPS school closure due to an emergency consistent with guidelines followed by LEAs in accordance with Education Code sections 41422 and 46392:

- a. If CONTRACTOR remains open, if allowed, during an emergency and serves students appropriately as delineated in the ISA, CONTRACTOR shall receive payment, regardless of whether a sending LEA is open or closed.
- b. NPS School Closure- In the event of a NPS School Closure for the reasons set forth in Education Code section 41422, if the LEA is able to obtain alternative placement for the student, CONTRACTOR shall not receive payment for days the student is not in attendance due to CONTRACTOR'S school closure. If the LEA is unable to obtain an alternative placement, CONTRACTOR shall receive payment consistent with the student's approved ISA, as though the student were continuing his/her regular attendance, until an alternative placement can be found and implement LEA student IEP in accordance with Education Code section 56345(a)(9) pertaining to emergency conditions.
- c. LEA and NPS School Closure- In the event of the LEA and NPS School Closures, on days the LEA is funded, CONTRACTOR shall receive payment consistent with the student's approved ISA, until an alternative placement can be found and implement LEA student IEP in accordance with Education Code section 56345(a)(9) pertaining to emergency conditions. If the LEA is able to obtain alternative placement for the student, CONTRACTOR shall not receive payment for days the student is not in attendance with CONTRACTOR due to CONTRACTOR'S school closure.

When the emergency school closure is lifted, CONTRACTOR shall notify the LEAs it serves of any lost instructional minutes. CONTRACTOR and LEAs shall work collaboratively to determine the need for make-up days or service changes, and shall work together to amend IEP and ISA paperwork as appropriate.

61. INSPECTION AND AUDIT

The CONTRACTOR shall maintain and the LEA shall have the right to examine and audit all of the books, records, documents, accounting procedures and practices and other evidence that reflect all costs claimed to have been incurred or fees claimed to have been earned under this Agreement.

CONTRACTOR shall provide access to LEA to all records including, but not limited to: student records as defined by California Education Code section 49061(b); registers and roll books of teachers; daily service logs and notes or other documents used to record the provision of related services; Medi-Cal/daily service logs and notes used to record provision of services provided by instructional assistants, behavior intervention aides, bus aides, and supervisors; absence verification records (parent/doctor notes, telephone logs, and related documents); bus rosters; staff lists specifying credentials held, business licenses held, documents evidencing other qualifications, , dates of hire, and dates of termination; staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related service subcontracts; school calendars; bell/class schedules when applicable; liability and worker's compensation insurance policies; state NPS/A certifications; by-laws; lists of current board of directors/trustees, if incorporated; other documents evidencing financial expenditures; federal/state payroll quarterly reports Form 941/DE3DP; and bank statements and canceled checks or facsimile thereof. Such access shall include unannounced inspections by LEA. CONTRACTOR shall make available to LEA all budgetary information including operating budgets submitted by CONTRACTOR to LEA for the relevant contract period being audited.

CONTRACTOR shall make all records available at the office of LEA or CONTRACTOR'S offices (to be specified by LEA) at all reasonable times and without charge. All records shall be provided to LEA within five (5) working days of a written request from LEA. CONTRACTOR shall, at no cost to LEA, provide assistance for such examination or audit. LEA's rights under this section shall also include access to CONTRACTOR'S offices for purposes of interviewing CONTRACTOR'S employees. If any document or evidence is stored in an electronic form, a hard copy shall be made available to the LEA, unless the LEA agrees to the use of the electronic format.

CONTRACTOR shall obtain from its subcontractors and suppliers written agreements to the requirements of this section and shall provide a copy of such agreements to LEA upon request by LEA.

If an inspection, review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm determines that CONTRACTOR owes LEA monies as a result of CONTRACTOR's over billing or failure to perform, in whole or in part, any of its obligations under this Master Contract, LEA shall provide to CONTRACTOR written notice demanding payment from CONTRACTOR and specifying the basis or bases for such demand. Unless CONTRACTOR and LEA otherwise agree in writing, CONTRACTOR shall pay to LEA the full amount owed as a result of CONTRACTOR's over billing and/or failure to perform, in whole or in part, any of its obligations under this Master Contract, as determined by an inspection, review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm. CONTRACTOR shall make such payment to LEA within thirty (30) days of receipt of LEA's written notice demanding payment.

62. RATE SCHEDULE

The attached rate schedule (Exhibit A) limits the number of students that may be enrolled and maximum dollar amount of the contract. It may also limit the maximum number of students that can be provided specific services. Per Diem rates for students whose IEPs authorize less than a full instructional day may be adjusted proportionally. In such cases only, the adjustments in basic education rate shall be based on the required minimum number of minutes per grade level as set forth in paragraph 23, above, and in California Education Code Section 46200-46208.

Special education and/or related services offered by CONTRACTOR shall be provided by qualified personnel as per State and Federal law, and the codes and charges for such educational and/or related services during the term of this contract, shall be as stated in Exhibit A.

63. DEBARMENT CERTIFICATION

By signing this agreement, the CONTRACTOR certifies that:

- (a) The CONTRACTOR and any of its shareholders, partners, or executive officers are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency, and
- (b) Have not, within a three-year period preceding this contract, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses.

The parties hereto have executed this Contract by and through their duly authorized agents or representatives. This contract is effective on the 1st day of July, 3 and terminates at 5:00 P.M. on June 30, 2024, unless sooner terminated as provided herein.

CONTRACTOR

LEA

Lakemary Center

Nonpublic School/Agency

LEA Name

DocuSigned by:
 By: Kirk A. Davis 5/30/2024
C85030E300A04DE...
Signature **Date**
 Kirk A. Davis, President/CEO

By: _____
Signature **Date**

Name and Title of Authorized Representative

Name and Title of Authorized Representative

Notices to CONTRACTOR shall be addressed to:

Notices to LEA shall be addressed to:

Sarah Base, Dir of Admissions & Business Development

Name and Title
Nonpublic School/Agency/Related Service Provider
100 Lakemary Drive
Address
Paola, KS 66071
City State Zip
913-538-4516 913-557-4910
Phone Fax
sarah.base@lakemary.org
Email

Name and Title
LEA
Address
City State Zip
Phone Fax
Email

**Additional LEA Notification
(Required if completed)**

Name and Title
Address
City State Zip
Phone Fax
Email

EXHIBIT A: 2023-2024 RATES

4.1 RATE SCHEDULE FOR CONTRACT YEAR

The CONTRACTOR: _____

The CONTRACTOR CDS NUMBER: _____

PER ED CODE 56366 – TEACHER-TO-PUPIL RATIO: _____

Maximum Contract Amount: _____

Education service(s) offered by the CONTRACTOR and the charges for such service(s) during the term of this contract shall be as follows:

1) Daily Basic Education Rate: _____

2) Inclusive Education Program
 (Includes Educational Counseling (not ed related mental health) services, Speech & Language services, Behavior Intervention Planning, and Occupational Therapy as specified on the student’s IEP.) DAILY RATE: _____

3) Related Services

<u>SERVICE</u>	<u>RATE</u>	<u>PERIOD</u>
<u>Intensive Individual Services (340)</u>	_____	_____
<u>Language and Speech (415)</u>	_____	_____
<u>Adapted Physical Education (425)</u>	_____	_____
<u>Health and Nursing: Specialized Physical Health Care (435)</u>	_____	_____
<u>Health and Nursing: Other Services (436)</u>	_____	_____
<u>Assistive Technology Services (445)</u>	_____	_____
<u>Occupational Therapy (450)</u>	_____	_____
<u>Physical Therapy (460)</u>	_____	_____
<u>Individual Counseling (510)</u>	_____	_____
<u>Counseling and Guidance (515)</u>	_____	_____
<u>Parent Counseling (520)</u>	_____	_____
<u>Social Work Services (525)</u>	_____	_____
<u>Psychological Services (530)</u>	_____	_____
<u>Behavior Intervention Services (535)</u>	_____	_____
<u>Specialized Services for Low Incidence Disabilities (610)</u>	_____	_____
<u>Specialized Deaf and Hard of Hearing (710)</u>	_____	_____
<u>Interpreter Services (715)</u>	_____	_____
<u>Audiological Services (720)</u>	_____	_____

<u>Specialized Vision Services (725)</u>		
<u>Orientation and Mobility (730)</u>		
<u>Specialized Orthopedic Services (740)</u>		
<u>Reader Services (745)</u>		
<u>Transcription Services (755)</u>		
<u>Recreation Services, Including Therapeutic (760)</u>		
<u>College Awareness (820)</u>		
<u>Work Experience Education (850)</u>		
<u>Job Coaching (855)</u>		
<u>Mentoring (860)</u>		
<u>Travel Training (870)</u>		
<u>Other Transition Services (890)</u>		
<u>Other (900)</u>		
<u>Other (900)</u>		

EXHIBIT B: 2022-2023 ISA

INDIVIDUAL SERVICES AGREEMENT (ISA) FOR NONPUBLIC, NONSECTARIAN SCHOOL SERVICES
(Education Code Sections 56365 et seq.)

This agreement is effective on July 1, 2022 or the date student begins attending a nonpublic school or receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 2023, unless sooner terminated as provided in the Master Contract and by applicable law.

Local Education Agency _____ Nonpublic School _____

LEA Case Manager: Name _____ Phone Number _____

Pupil Name _____ Sex: M F Grade: _____
(Last) (First) (M.I.)

Address _____ City _____ State/Zip _____

DOB _____ Residential Setting: Home Foster LCI # _____ OTHER _____

Parent/Guardian _____ Phone () _____ () _____
(Residence) (Business)

Address _____ City _____ State/Zip _____
(If different from student)

AGREEMENT TERMS:

1. *Nonpublic School:* The average number of minutes in the instructional day will be: _____ during the regular school year
_____ during the extended school year
2. *Nonpublic School:* The number of school days in the calendar of the school year are: _____ during the regular school year
_____ during the extended school year
3. *Educational services as specified in the IEP shall be provided by the CONTRACTOR and paid at the rates specified below.*

A. **INCLUSIVE AND/OR BASIC EDUCATION PROGRAM RATE:** (Applies to nonpublic schools only): Daily Rate: _____

Estimated Number of Days _____ **x Daily Rate** _____ = **PROJECTED BASIC EDUCATION COSTS** _____

B. RELATED SERVICES:

SERVICE	Provider			# of Times per wk/mo/yr., Duration; or per IEP; or as needed	Cost per session	Maximum Number of Sessions	Estimated Maximum Total Cost for Contracted Period
	LEA	NPS	OTHER Specify				
Intensive Individual Services (340)							
Language/Speech Therapy (415) a. Individual b. Group							
Adapted Physical Ed. (425)							
Health and Nursing: Specialized Physical Health Care (435)							
Health and Nursing Services: Other (436)							
Assistive Technology Services (445)							
Occupational Therapy (450)							
Physical Therapy (460)							
Individual Counseling (510)							
Counseling and guidance (515).							
Parent Counseling (520)							

SERVICE	Provider			# of Times per wk/mo/yr., Duration; or per IEP; or as needed	Cost per session	Maximum Number of Sessions	Estimated Maximum Total Cost for Contracted Period
	LEA	NPS	OTHER Specify				
Social Work Services (525)							
Psychological Services (530)							
Behavior Intervention Services (535)							
Specialized Services for Low Incidence Disabilities (610)							
Specialized Deaf and Hard of Hearing Services (710)							
Interpreter Services (715)							
Audiological Services (720)							
Specialized Vision Services (725)							
Orientation and Mobility (730)							
Braille Transcription (735)							
Specialized Orthopedic Service (740)							
Reader Services (745)							
Note Taking Services (750)							
Transcription Services (755)							
Recreation Services (760)							
College Awareness Preparation (820)							
Vocational Assessment, Counseling, Guidance and Career Assessment (830)							
Career Awareness (840)							
Work Experience Education (850)							
Mentoring (860)							
Agency Linkages (865)							
Travel Training (870)							
Other Transition Services (890)							
Other (900)J							
Other (900)							
Transportation-Emergency b. Transportation-Parent							
Bus Passes							
Other							

ESTIMATED MAXIMUM RELATED SERVICES COSTS \$ _____

TOTAL ESTIMATED MAXIMUM BASIC EDUCATION AND RELATED SERVICES COSTS \$ _____

4. Other Provisions/Attachments:

5. MASTER CONTRACT APPROVED BY THE GOVERNING BOARD ON _____

6. Progress Reporting Requirements: _____ Quarterly _____ Monthly _____ Other (Specify) _____

The parties hereto have executed this Individual Services Agreement by and through their duly authorized agents or representatives as set forth below.

-CONTRACTOR-

-LEA/SELPA-

(Name of Nonpublic School/Agency)

(Name of LEA/SELPA)

(Signature) (Date)

(Signature) (Date)

(Name and Title)

(Name of Superintendent or Authorized Designee)

Master Contract Addendum #1

Contract Year 2023-2024

The Nonpublic, Nonsectarian School/Agency Services Master Contract between **Sacramento City Unified School District** (LEA) and **Lakemary Center** (CONTRACTOR) is hereby amended as follows, effective July 1, 2023:

GENERAL PROVISIONS

Section 1- MASTER CONTRACT

Last sentence of the second paragraph is replaced with “LEA will be responsible for all data entry in the LEA IEP system. CONTRACTOR will provide the necessary information promptly for LEA to complete data entry.”

Section 7- DEFINITIONS

Definitions of “License,” “Credential,” and “Qualified” are understood to apply to Kansas licensing and regulatory bodies. Specifically, Lakemary will employ staff members who hold a current valid credential or license to render special education and related services in the State of Kansas.

Section 15- INSURANCE

PART I

Based on Lakemary’s certification, Part I does not apply.

PART II

Section a- Commercial General Liability

Amended to require “no less than \$3,000,000 per occurrence, including umbrella coverage” and “\$6,000,000 general aggregate, including umbrella coverage. CONTRACTOR’s umbrella coverage includes limits of liability of \$3,000,000 per occurrence and \$3,000,000 aggregate.”

Section e- Professional Liability/Errors & Omissions/Malpractice

Amended to require “no less than \$3,000,000 per occurrence, including umbrella coverage” and “\$6,000,000 general aggregate, including umbrella coverage”.

Section f- Sexual Molestation and Abuse Coverage

Amended to require “no less than \$3,000,000 per occurrence, including umbrella coverage” and “\$6,000,000 general aggregate, including umbrella coverage”.

Part II – Sub provision h is hereby added as follows: “For any coverage that is below the limits set forth above, CONTRACTOR may utilize an umbrella policy in sufficient amount to cover any shortfalls.”

EDUCATIONAL PROGRAM

Section 22- GENERAL PROGRAM OF INSTRUCTION

Second Paragraph is amended to remove “(b) College preparation courses” and “(c) Extracurricular Activities”.

Section 24- CLASS SIZE

Amended to include CONTRACTOR's post-graduate transition program is exempt from teacher to student ratio requirements.

Section 25- CALENDARS

First Paragraph is amended to add the following: "CONTRACTOR's school calendar which has been submitted is based on 178 regular school year (RSY) days and 28 extended school year (ESY) days for a total of 206 billable days."

Fourth Paragraph is amended to remove Veteran's Day from the list of observed holidays.

Section 26- DATA REPORTING

First Paragraph is amended to include: "LEA will be responsible for all data entry in the LEA IEP system. CONTRACTOR will provide the necessary information promptly for LEA to complete data entry."

Section 27-LEAST RESTRICTIVE ENVIRONMENT/DUAL ENROLLMENT

Amended to include: "Dual enrollment does not apply to CONTRACTOR as an out-of-state NPS."

Section 29- DISTRICT MANDATED ATTENDANCE AT LEA MEETINGS

The following sentence is added: "When required to attend mandated meetings, CONTRACTOR shall be permitted to attend through teleconference or other remote means. Physical attendance by CONTRACTOR shall not be required."

Section 30- POSITIVE BEHAVIOR INTERVENTIONS

The following sentence is added to the end of the second paragraph: "The approved crisis intervention program used by CONTRACTOR is Safe Crisis Management (SCM)."

Fourth paragraph is amended to "Emergencies *require* a behavior emergency report form be completed and submitted to the LEA within one business day for administrative action. CONTRACTOR shall notify Parent within twenty-four (24) hours via email."

Section 32- IEP TEAM MEETINGS

Second paragraph is amended to include: "When required to attend mandated meetings, CONTRACTOR shall be permitted to attend through teleconference or other remote means. Physical attendance by CONTRACTOR shall not be required."

Third paragraph is amended to include: "LEA will be responsible for all data entry in the LEA IEP system. CONTRACTOR will provide the necessary information promptly for LEA to complete data entry."

Section 35- COMPLAINT PROCEDURES

Paragraph shall be amended to state: "CONTRACTOR shall provide complaint procedures as specified in CONTRACTOR's policies and procedures. LEA shall be responsible to provide parents/guardians with appropriate information regarding LEA's complaint and grievance procedures."

Section 40- PARENT ACCESS

Second Paragraph is amended to include: “CONTRACTOR will not be responsible for booking and paying parent travel-related expenditures, including but not limited to airfare, car rental, taxi/rideshare fees, lodging, and meals.”

PERSONNEL

Section 44- CLEARANCE REQUIREMENTS

Section is removed and replaced with the following: “CONTRACTOR shall utilize the following background checks on all employees and volunteers who may come in direct contact with students: Kansas Bureau of Investigation, Kansas Adult Protective Services, Kansas Child Protective Services, Advanced Background Check (nationwide criminal for last 7 years and review of motor vehicle record if driving position), DOJ National Sex Offender Search, Social Security Verification and Homeland Security and SSA E-Verify. CONTRACTOR shall request subsequent arrest service.”

Section 47- STAFF ABSENCE

Amended to include: “Due to CONTRACTOR’s program and facility, an external substitute teacher pool is not utilized, and teacher absences are covered internally.”

HEALTH AND SAFETY MANDATES

Section 52- INCIDENT/ACCIDENT REPORTING

Amended to include: “CONTRACTOR will submit written reports, including Behavioral Emergency Reports, within one business day.”

FINANCIAL

Section 56- ENROLLMENT, CONTRACTING, SERVICE TRACKING, ATTENDANCE REPORTING, AND BILLING PROCEDURES

The fourth paragraph second sentence is removed and replaced with the following “Invoices and related documents shall be timely submitted to the district utilizing the secure electronic file sharing platform of the CONTRACTOR.”

Section 59- PAYMENT FOR ABSENCES

Amended to include: “Due to CONTRACTOR’s program and facility, an external substitute teacher pool is not utilized, and teacher absences are covered internally.”

SIGNATURES

The parties hereto have executed this Amendment to the Master Contract by and through their duly authorized agents or representatives. This amendment is effective on July 1, 2023 and terminates on June 30, 2024, unless sooner terminated as provided within the Master Contract.

CONTRACTOR:

Lakemary Center Inc. _____

DocuSigned by:
Kirk A. Davis
C86020E306A64DE...

Signature

Kirk A. Davis

Name and Title

5/30/2024

Date

LEA:

Signature

Name and Title

Date

SACRAMENTO CITY UNIFIED
SELPA
NONPUBLIC, NONSECTARIAN
SCHOOL/AGENCY SERVICES

MASTER CONTRACT

SACRAMENTO CITY UNIFIED SCHOOL
DISTRICT

2024-2025

MASTER CONTRACT

GENERAL AGREEMENT FOR NONSECTARIAN,
NONPUBLIC SCHOOL AND AGENCY SERVICES

SACRAMENTO CITY UNIFIED SCHOOL
DISTRICT

LEA

Contract Year 2024-2025

_____ Nonpublic School ("NPS")

_____ Nonpublic Agency ("NPA")

Type of Contract:

_____ Master Contract for fiscal year with Individual Service Agreements (ISA) to be approved throughout the term of this Contract.

_____ Individual Master Contract for a specific student incorporating the Individual Service Agreement (ISA) into the terms of this Individual Master Contract specific to a single student.

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2024-2025

CONTRACT NUMBER:

LEA: SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

NONPUBLIC SCHOOL/AGENCY/RELATED SERVICES PROVIDER: _____

NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
MASTER CONTRACT

AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS

1. MASTER CONTRACT

This Master Contract (or “Contract”) is entered into on July 1, 2024, between Sacramento City Unified School District, hereinafter referred to as the local educational agency (“LEA”) and _____ (nonpublic, nonsectarian school [NPS] or nonpublic, nonsectarian agency [NPA]), hereinafter referred to as “NPS/A” or “CONTRACTOR,” for the purpose of providing special education and/or related services to LEA students with exceptional needs under the authorization of California Education Code sections 56157, 56361 and 56365 *et seq.* and Title 5 of the California Code of Regulations section 3000 *et seq.*, AB 490 (Chapter 862, Statutes of 2003) and AB 1858 (Chapter 914, Statutes of 2004). Sacramento City Unified School District is the only LEA in Sacramento City SELPA (hereinafter referred to as “SELPA”). It is understood that this Contract does not commit LEA to pay for special education and/or related services provided to any LEA student, or CONTRACTOR to provide such special education and/or related services, unless and until an authorized LEA representative approves the provision of special education and/or related services by CONTRACTOR.

Upon acceptance of a student, LEA shall submit to CONTRACTOR an Individual Service Agreement (hereinafter referred to as “ISA”). (Exhibit B.) Unless otherwise agreed in writing, these forms shall acknowledge CONTRACTOR’s obligation to provide all relevant services specified in the student’s Individualized Education Program (hereinafter referred to as “IEP”). The ISA shall be executed within ninety (90) days of a student’s enrollment. LEA and CONTRACTOR shall enter into an ISA for each student served by CONTRACTOR. As available and appropriate, the LEA shall make available access to any electronic IEP system and/or electronic database for the development of the ISA and invoices.

Unless placement and/or services is ordered pursuant to an Office of Administrative Hearings (hereinafter referred to as “OAH”) order, a lawfully executed agreement between LEA and Parent, or authorized by LEA for a transfer student pursuant to California Education Code section 56325, LEA is not responsible for the costs associated with NPS placement or NPS/A services until the date on which an IEP team meeting is convened, the IEP team determines that a NPS placement and/or NPS/A services is appropriate, and the IEP is signed by the Parent.

2. CERTIFICATION AND LICENSES

CONTRACTOR shall be certified by the California Department of Education (hereinafter referred to as “CDE”) as a NPS/A. All NPS/A placements and services shall be provided consistent with the area of certification and licensure specified by CDE Certification and as defined in California Education Code, section 56366 *et seq* and within the professional scope of practice of each provider’s license, certification and/or credential. A current copy of CONTRACTOR’s NPS/A certification or a waiver of such certification issued by the CDE pursuant to Education Code section 56366.2 must be provided to LEA on or before the date this Contract is executed by CONTRACTOR. This Contract shall be null and void if such certification

or waiver is expired, revoked, rescinded, or otherwise nullified during the effective period of this Contract. Total student enrollment shall be limited to capacity as stated on CDE certification and in Section 24 of the Contract.

In addition, all CONTRACTOR employees and subcontractors who provide services to a LEA student shall be trained and certified in the provision of a nonviolent crisis program via a LEA-provided Certified Instructor as provided in Section 30.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of the State of California shall be certified and all staff persons providing services to pupils shall be certified and/or licensed by that state to provide, respectively, special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. § 1400 *et seq.*).

If CONTRACTOR is a licensed children's institution (hereinafter referred to as "LCI"), CONTRACTOR shall be licensed by the State of California, or other public agency having delegated authority by contract with the State of California to license, to provide nonmedical care room and board to children, including, but not limited to, individuals with exceptional needs. The LCI must also comply with all licensing requirements relevant to the protection of the child, and have a special permit, if necessary, to meet the needs of each child so placed. If the CONTRACTOR operates a program outside of the State of California, CONTRACTOR must obtain all required licenses from the appropriate licensing agency in both California and in the state where the LCI is located.

With respect to CONTRACTOR's certification, failure to notify LEA and CDE in writing of any changes in: (1) credentialed/licensed staff; (2) ownership; (3) management and/or control of the agency; (4) major modification or relocation of facilities; or (5) significant modification of the program may result in the suspension or revocation of CDE certification and/or suspension or termination of this Contract by the LEA. Any suspension or revocation of CONTRACTOR's CDE certification shall also be good cause for the immediate suspension or termination of this Contract by LEA, at LEA's discretion.

3. COMPLIANCE WITH LAWS, STATUTES, REGULATIONS

During the term of this Contract, unless otherwise agreed, CONTRACTOR shall comply with all applicable federal, State of California, and local statutes, laws, ordinances, rules, policies and regulations. CONTRACTOR shall also comply with all applicable LEA and SELPA policies, regulations, and procedures (collectively referred to as "LEA Procedures") unless, taking into consideration all of the surrounding facts and circumstances, a policy or policies or a portion of a policy does not reasonably apply to CONTRACTOR. CONTRACTOR hereby acknowledges and agrees that it accepts all risks and responsibilities for its failure to comply with LEA Procedures and shall indemnify LEA under the provisions of Section 16 of this Contract for all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of CONTRACTOR's failure to comply with applicable LEA Procedures (e.g., those policies relating to; the provision of special education and/or related services, facilities for individuals with exceptional needs, student enrollment and transfer, student inactive status, corporal punishment, student discipline, and positive behavior interventions).

CONTRACTOR acknowledges and understands that LEA may report to CDE any violations of the provisions of this Contract; and that this may result in the suspension and/or revocation of CDE NPA/S certification pursuant to California Education Code section 56366.4(a).

4. TERM OF MASTER CONTRACT

The term of this Contract shall be from July 1, 2024 to June 30, 2025 (Title 5 California Code of Regulations section 3062(a)) unless otherwise stated. The Contract may be renewed for subsequent years if agreed by both parties. The parties acknowledge that any subsequent Master Contract is to be re-negotiated prior to June 30, 2025. (Title 5 California Code of Regulations section 3062(d).) No Master Contract will be offered

unless and until all of the contracting requirements have been satisfied. The offer of a Master Contract to a CONTRACTOR is at the sole discretion of the LEA.

The provisions of this Contract apply to CONTRACTOR and any of its employees or independent contractors. Notice of any change in CONTRACTOR's ownership or authorized representative shall be provided in writing to LEA within thirty (30) calendar days of change of ownership or change of authorized representative.

5. INTEGRATION

This Contract incorporates LEA Procedures herein by this reference. Each ISA is also incorporated herein by this reference. This Contract supersedes any prior or contemporaneous written or oral understanding or agreement. This Contract may be amended only by written amendment executed by both parties. Notwithstanding the foregoing, LEA may modify LEA Procedures from time to time without the consent of CONTRACTOR

CONTRACTOR shall provide LEA with information as requested in writing to secure a Contract or a renewal. At a minimum, such information shall include copies of current teacher credentials and clearance, insurance documentation, and CDE certification. LEA may require additional information as applicable. If the application packet is not completed and returned to LEA, no Contract will be issued

6. INDIVIDUAL SERVICE AGREEMENT ("ISA")

This Contract shall include an ISA developed for each LEA student to whom CONTRACTOR is to provide special education and/or related services. An ISA shall only be issued for LEA students enrolled with the approval of LEA pursuant to Education Code section 56366(a)(2)(A). An ISA may be effective for more than one contract year provided that there is a concurrent Contract in effect.

Any and all changes to a student's educational placement/program/services provided under this Contract and/or an ISA shall be made solely on the basis of a revision to the student's IEP or by written agreement between the Parent and LEA. At any time during the term of this Contract, a Parent, CONTRACTOR, or LEA may request a review of a student's IEP subject to all procedural safeguards required by law.

Unless otherwise provided in this Contract, CONTRACTOR shall provide all services specified in the IEP unless CONTRACTOR and LEA agree otherwise in the ISA. (California Education Code §56366(a)(5) and California Code of Regulations, tit. 5, § 3062(e).) In the event CONTRACTOR is unable to provide a specific service at any time during the term of the ISA, CONTRACTOR shall notify LEA in writing within five (5) business days of the last date a service was provided. CONTRACTOR shall provide any and all subsequent compensatory service hours awarded to an LEA student as a result of lack of provision of services while the student was served by CONTRACTOR.

If a Parent or LEA contests the termination of an ISA by initiating a due process proceeding with the OAH, CONTRACTOR shall abide by the "stay-put" requirement of the State of California and federal law unless the Parent and LEA voluntarily agree otherwise, or an Interim Alternative Educational Setting ("IAES") is deemed lawful and appropriate by LEA or OAH consistent with Title 20 of the United States Codes Sections 1415(k)(1)(G), 1415(k)(2), and 1415(k)(3)(B)(ii)(II). CONTRACTOR shall adhere to all LEA requirements concerning changes in placement.

Disagreements between LEA and CONTRACTOR concerning the formulation of an ISA or the Contract may be appealed to the Sacramento County Superintendent of Schools or the California State Superintendent of Public Instruction pursuant to the provisions of California Education Code section 56366(c)(2).

Exhibit B includes the ISA form.

7. DEFINITIONS

The following definitions shall apply for purposes of this contract:

- a. The term “CONTRACTOR” means a nonpublic, nonsectarian school/agency (“NPS/A”) certified by the California Department of Education (“CDE”), and its officers, agents and employees.
- b. The term “authorized LEA representative” means a LEA administrator designated to be responsible for NPS/A. It is understood, a representative of the Special Education Local Plan Area (SELPA) of which LEA is a member is an authorized LEA representative in collaboration with LEA. LEA maintains sole responsibility for this Contract, unless otherwise specified in this Contract.
- c. The term “credential” means a valid credential, life diploma, permit, or document in special education or pupil personnel services issued by, or under the jurisdiction of, the California State Board of Education if issued prior to 1970 or the California Commission on Teacher Credentialing, which entitles the holder thereof to perform services for which certification qualifications are required as defined in Title 5 of the California Code of Regulations section 3001(g).
- d. The term “qualified” means that a person holds a certificate, permit or other document equivalent to that which staff in a public school are required to hold to provide special education and related services and has met federal and state certification, licensing, registration, or other comparable requirements which apply to the area in which the individual is providing special education or related services, including those requirements set forth in Title 34 of the Code of Federal Regulations sections 200.56 and 200.58, and those requirements set forth in Title 5 of the California Code of Regulations Sections 3064 and 3065, and adheres to the standards of professional practice established in federal and state law or regulation, including the standards contained in the California Business and Professions Code.

Nothing in this definition shall be construed as restricting the activities in services of a graduate needing direct hours leading to licensure, or of a student teacher or intern leading to a graduate degree at an accredited or approved college or university, as authorized by State laws or regulations. (California Code of Regulations, tit. 5, § 3001(r).)

- e. The term “license” means a valid non-expired document issued by a licensing agency within the California Department of Consumer Affairs or other State of California licensing office authorized to grant licenses and authorizing the bearer of the document to provide certain professional services or refer to themselves using a specified professional title. This includes, but is not limited to, mental health and board and care services at a residential placement. If a license is not available through an appropriate State of California licensing agency, a certificate of registration with the appropriate professional organization at the national or State of California level which has standards established for the certificate that are equivalent to a license shall be deemed to be a license as defined in Title 5 of the California Code of Regulations section 3001(l).
- f. “Parent” means:
 - i. a biological or adoptive parent; unless the biological or adoptive parent does not have legal authority to make educational decisions for the child,
 - ii. a foster parent if the authority of the biological or adoptive parents to make educational decisions on the child’s behalf has been specifically limited by court order in accordance with Title 34 of the Code of Federal Regulations sections 300.30(b)(1) or (b)(2),
 - iii. a guardian generally authorized to act as the child’s parent or authorized to make educational decisions for the child,
 - iv. an individual acting in the place of a biological or adoptive parent, including a grandparent, stepparent, or other relative with whom the child lives, or an individual who is legally responsible for the child’s welfare,
 - v. a surrogate parent.

Parent does not include the state or any political subdivision of government or a NPS/A under contract with the LEA for the provision of special education or designated instruction and services for a child. (California Education Code §56028.)

- g. The term “days” means calendar days unless otherwise specified.
- h. The phrase “billable day” means a school day in which instructional minutes meet or exceed those in comparable LEA programs.
- i. The phrase “billable day of attendance” means a school day as defined in California Education Code Section 46307, in which an LEA student is in attendance and in which instructional minutes meet or exceed those in comparable LEA programs unless otherwise stipulated in an IEP or ISA.
- j. It is understood that the term “Master Contract” also means “Contract” and is referred to as such in this document.

ADMINISTRATION OF CONTRACT

8. NOTICES

All notices provided for by this Contract shall be in writing. Notices shall be mailed, emailed or delivered by hand and shall be effective as of the date of receipt by addressee.

All notices mailed or emailed to LEA shall be addressed to the person and address as indicated on the signature page of this Contract. Notices to CONTRACTOR shall be addressed as indicated on the signature page of this Contract.

9. MAINTENANCE OF RECORDS

All records shall be maintained by CONTRACTOR as required by State and federal laws and regulations. Notwithstanding the foregoing sentence, CONTRACTOR shall maintain all records for at least five (5) years after the termination of this Contract. For purposes of this Contract, “records” shall include, but not be limited to pupil records as defined by California Education Code section 49061(b) including electronically stored information; cost data records as set forth in Title 5 of the California Code of Regulations section 3061; registers and roll books of teachers and/or daily service providers; chart notes, Medi-Cal logs, daily service logs and notes and other documents used to record the provision of related services including supervision; daily service logs and notes used to record the provision of services provided through additional instructional assistants, behavior intervention aides, and bus aides; behavior emergency reports (BER); incident reports; notification of injuries; absence verification records (Parent/doctor notes, telephone logs, and related documents) if CONTRACTOR is funded for excused absences, however, such records are not required if positive attendance is required; transcripts; grade and progress reports; behavioral data; IEP/IFSPs; assessment reports; bus rosters; staff lists specifying credentials held and documents evidencing other staff qualifications, social security numbers, dates of hire, and dates of termination; records of employee training and certification, including verification of behavior training consistent with 56366.1 staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related services subcontracts; school calendars; bell/class schedules when applicable; liability and worker’s compensation insurance policies; state NPS/A certifications; business licenses held; by-laws if applicable; lists of current board of directors/trustees, if incorporated; all budgetary information, including operating budgets; statements of income and expenses; general journals; cash receipts and disbursement books; general ledgers and supporting documents; documents evidencing financial expenditures; federal/State payroll quarterly reports (Form 941/DE3DP); and bank statements and canceled checks or facsimile thereof.

CONTRACTOR shall maintain LEA student records in a secure location to ensure confidentiality and prevent unauthorized access. CONTRACTOR shall maintain a current list of the names and positions of CONTRACTOR’s employees who have access to confidential records. CONTRACTOR shall maintain an access log for each LEA student’s record which lists all persons, agencies, or organizations requesting or

receiving information from the record. Such log shall be maintained as required by California Education Code section 49064 and include the name, title, agency/organization affiliation, date/time of access for each individual requesting or receiving information from the student's record, and a description of the record(s) provided. Such log needs to record access to the LEA student's records by: (a) the LEA student's Parent; (b) an individual to whom written consent has been executed by the LEA student's Parent; or (c) employees of LEA or CONTRACTOR having a legitimate educational interest in requesting or receiving information from the record. CONTRACTOR/LEA shall maintain copies of any written parental concerns granting access to LEA student records. For purposes of this Section, "employees of LEA or CONTRACTOR" do not include subcontractors. CONTRACTOR shall grant the following access to student records, (a) the LEA student's Parent; (b) employees of LEA or CONTRACTOR having a legitimate educational interest in requesting or receiving information from the record, and comply with Parent requests for copies of LEA student records, as required by State of California and federal laws and regulations. CONTRACTOR agrees, in the event of NPS/A closure, to forward all LEA student records held by CONTRACTOR within ten (10) business days to LEA. LEA and/or SELPA shall have access to and receive copies of any and all records upon request within five (5) business days.

LEA and CONTRACTOR agree to maintain appropriate security protocols in the transfer or transmission of any confidential student data, including ensuring that data may only be viewed or accessed by parties who are legally permitted to do so. When CONTRACTOR knows or suspects that a Data Breach (as defined herein) has occurred that involves information that is maintained by CONTRACTOR pursuant to this Agreement, CONTRACTOR must immediately notify the LEA as soon as possible but no later than 6 hours after discovery of the actual or suspected breach. "Data breach" means unauthorized acquisition of computerized data that compromises the security, confidentiality, or integrity of personal information (defined in California Civil Code section 1798.29) maintained by CONTRACTOR.

10. SEVERABILITY CLAUSE

If any provision of this Contract is held, in whole or in part, to be unenforceable for any reason, the remainder of that provision and of the entire Contract shall be severable and remain in effect.

11. SUCCESSORS IN INTEREST

This Contract binds CONTRACTOR's successors and assignees. CONTRACTOR shall notify LEA of any change of ownership or corporate control within ten (10) business days of such change.

12. VENUE AND GOVERNING LAW

The laws of the State of California shall govern the terms and conditions of this contract with venue in the County where LEA is located.

13. MODIFICATIONS AND AMENDMENTS REQUIRED TO CONFORM TO LEGAL AND ADMINISTRATIVE GUIDELINES

This Contract may be modified or amended by LEA to conform to administrative and statutory guidelines issued by any state, federal or local governmental agency. LEA shall provide CONTRACTOR thirty (30) days' notice of any such changes or modifications made to conform to administrative or statutory guidelines and a copy of the statute, guideline, or regulation upon which the modifications or changes are based.

14. TERMINATION

This Contract or ISA may be terminated for cause. Cause shall include but not be limited to non-maintenance of current NPS/A certification, failure of either LEA or CONTRACTOR to maintain the standards required under the Contract and/or ISA, or other material breach of this Contract by CONTRACTOR or LEA. For purposes of NPS placement, the cause shall not be the availability of a public class initiated during the period of the Contract unless the Parent agrees to the transfer of the LEA student to the public school program at an IEP team meeting. To terminate the Contract or ISA, either party shall

give no less than twenty (20) days prior written notice to the other party. (California Education Code §56366(a)(4).) ISAs are void upon termination of this Contract. If this Contract is terminated with twenty (20) days' notice, CONTRACTOR shall provide to LEA any and all documents CONTRACTOR is required to maintain under this Contract on the date of termination.

Notwithstanding the foregoing, this Contract or ISA may be terminated immediately, without twenty (20) days prior notice and at LEA's discretion, if LEA determines that there are significant health or safety concerns or there has been a suspension or revocation of CONTRACTOR's NPS/A certification. If this Contract is terminated immediately, CONTRACTOR shall provide to LEA any and all documents CONTRACTOR is required to maintain under this Contract within five (5) business days of termination. Notwithstanding the foregoing regarding termination of an ISA, CONTRACTOR is bound by the "stay put" provisions described in Section 6 of this Contract.

15. INSURANCE

CONTRACTOR shall, at CONTRACTOR's sole cost and expense, maintain in full force and effect, during the term of this Contract, the following insurance coverage from a California licensed and/or admitted insurer with an A minus (A-), VII, or better rating from A.M. Best, sufficient to cover any claims, damages, liabilities, costs and expenses (including counsel fees) arising out of or in connection with CONTRACTOR's fulfillment of any of its obligations under this Contract or either party's use of the work or any component or part thereof:

PART I - INSURANCE REQUIREMENTS FOR NONPUBLIC SCHOOLS AND AGENCIES

- A. **Commercial General Liability Insurance**, including both bodily injury and property damage, with limits as follows:

\$2,000,000 per occurrence
\$ 500,000 fire damage
\$ 5,000 medical expenses
\$1,000,000 personal & adv. Injury
\$4,000,000 general aggregate
\$2,000,000 products/completed operations aggregate

CONTRACTOR's general liability policy shall be primary and shall not seek contribution from LEA's coverage, and be endorsed using Insurance Services Office form CG 20 10 or CG 20 26 (or equivalent) to provide that LEA and its officers, officials, employees, and agents shall be additional insureds under such policies. The policy may not contain an exclusion for coverage of claims arising from claims for sexual molestation or abuse. In the event that CONTRACTOR's policy should have an exclusion for sexual molestation or abuse claims, then CONTRACTOR shall be required to procure a supplemental policy providing such coverage

- B. **Commercial Auto Liability Insurance** for all owned, non-owned or hired automobiles with a limit of two million dollars (\$2,000,000) per accident.

If no owned automobiles, then only hired and non-owned is required. If CONTRACTOR uses a vehicle to travel to/from school sites, between schools and/or to/from students' homes or other locations as approved service locations by the LEA, CONTRACTOR must comply with State of California auto insurance requirements.

- C. **Workers' Compensation and Employers Liability Insurance** in accordance with provisions of California Labor Code adequate to protect the CONTRACTOR from claims that may arise from its operations pursuant to the California Workers' Compensation Act (Statutory Coverage) The Workers Compensation Insurance coverage must also include Employers Liability coverage with limits of \$1,000,000/\$1,000,000/\$1,000,000 .

D. Sexual Abuse and Molestation Insurance

CONTRACTOR shall provide Sexual Abuse and Molestation coverage in the minimum amount of three million dollars (\$3,000,000) per occurrence and six million dollars (\$6,000,000) general aggregate.

E. Errors & Omissions (E & O)/Malpractice (Professional Liability) Insurance

CONTRACTOR shall maintain professional liability insurance that insures against professional errors and omissions that may be made in performing the Services to be rendered in connection with this Contract, in the minimum amount of two million dollars (\$2,000,000) per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Contract, and CONTRACTOR agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this Contract.

F. Cyber Liability Insurance is required with limits not less than one million dollars (\$1,000,000) per claim.

Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by CONTRACTOR in this Contract and shall include, but not be limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion, and network security

G. For all Insurance Coverage in Part I:

- 1) Each insurance policy required by the Contract shall be endorsed to state that coverage shall not be suspended, voided, cancelled, or reduced in limits except after thirty (30) days' prior written notice has been given to LEA, except that ten (10) days' prior written notice shall apply in the event of cancellation for nonpayment of premium.
- 2) Any deductibles or self-insured retentions above \$100,000 must be declared to and approved by the LEA. At its option, LEA may require the CONTRACTOR, at the CONTRACTOR's sole cost, to: (a) cause its insurer to reduce to levels specified by the LEA or eliminate such deductibles or self-insured retentions with respect to the LEA, its officials and employees, or (b) procure a bond guaranteeing payment of losses and related investigation.
- 3) Evidence of Insurance – Prior to commencement of serving LEA students pursuant to this Contract, CONTRACTOR shall furnish LEA with certificates, additional insured endorsements, and waivers of subrogation evidencing compliance with the insurance requirements above. CONTRACTOR must agree to provide complete, certified copies of all required insurance policies if requested by LEA.
- 4) Acceptability of Insurers – Insurance shall be placed with insurers admitted in the State of California and with an AM Best rating of A-, VII, or higher.

H. For any claims related to the services performed in connection with this Master Contract, the CONTRACTOR's insurance coverage shall be the primary insurance with respect to the LEA, its subsidiaries, officials and employees. Any insurance or self-insurance maintained by the LEA, its subsidiaries, officials and employees shall be excess of the CONTRACTOR's insurance and shall not contribute with it.

- I. All Certificates of Insurance must reference the contract number, name of the school or agency submitting the certificate, and the location of the school or agency submitting the certificate on the certificate.

PART II - INSURANCE REQUIREMENTS FOR NONPUBLIC SCHOOLS AFFILIATED WITH A RESIDENTIAL TREATMENT FACILITY ("RTC")

When CONTRACTOR is a NPS affiliated with a residential treatment center ("NPS/RTC"), the following insurance policies are required:

- A. **Commercial General Liability** including both bodily injury and property damage, with limits of at least:

\$3,000,000 per Occurrence
\$6,000,000 in General Aggregate.

The policy shall be endorsed to name LEA and LEA's Board of Education as named additional insureds and shall provide specifically that any insurance carried by LEA which may be applicable to any claims or loss shall be deemed excess and NPS/RTC's insurance primary despite any conflicting provisions in the NPS/RTC's policy. Coverage shall be maintained with no Self-Insured Retention above \$100,000 without the prior written approval of LEA.

- B. **Workers' Compensation Insurance** in accordance with provisions of the California Labor Code adequate to protect the NPS/RTC from claims that may arise from its operations pursuant to the Workers' Compensation Act (Statutory Coverage). The Workers' Compensation Insurance coverage must also include Employers Liability coverage with limits of \$1,000,000/\$1,000,000/\$1,000,000.
- C. **Commercial Auto Liability Coverage** with limits of \$1,000,000 Combined Single Limit per Occurrence if the NPS/RTC does not operate a student bus service. If the NPS/RTC provides student bus services, the required coverage limit is \$5,000,000 Combined Single Limit per Occurrence.
- D. **Fidelity Bond or Crime Coverage** shall be maintained by the NPS/RTC to cover all employees who process or otherwise have responsibility for NPS/RTC funds, supplies, equipment or other assets. Minimum amount of coverage shall be \$250,000 per occurrence, with no self-insured retention.
- E. **Professional Liability/Errors & Omissions/Malpractice Coverage** with minimum limits of \$3,000,000 per occurrence and \$6,000,000 general aggregate.
- F. **Cyber Liability Insurance** is required with limits not less than one million dollars (\$1,000,000) per claim.

Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by CONTRACTOR in this Contract and shall include, but not be limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion, and network security

- G. **Sexual Molestation and Abuse Coverage**, unless that coverage is afforded elsewhere in the Commercial General Liability or Professional liability policy by endorsement, with minimum limits of \$3,000,000 per occurrence and \$6,000,000 general aggregate.

If LEA or CONTRACTOR determines that a change in insurance coverage obligations under this section is necessary, either party may reopen negotiations to modify the insurance obligations.

16. INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent allowed by law, CONTRACTOR shall indemnify and hold LEA and its Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors (“LEA Indemnities”) harmless against all liability, loss, damage and expense (including reasonable attorneys’ fees) resulting from or arising out of this Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by negligence, intentional act, or willful act or omission of CONTRACTOR, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding LEA and LEA Indemnities). The duty and obligation to defend shall arise immediately upon tender of a claim or lawsuit to CONTRACTOR. LEA shall have the right in its sole discretion to select counsel of its choice to provide the defense at the sole cost of CONTRACTOR or the applicable insurance carrier.

17. INDEPENDENT CONTRACTOR

Nothing herein contained will be construed to imply a joint venture, partnership or principal-agent relationship between LEA and CONTRACTOR. CONTRACTOR shall provide all services under this Contract as an independent contractor, and neither party shall have the authority to bind or make any commitment on behalf of the other. Nothing contained in this Contract shall be deemed to create any association, partnership, joint venture or relationship of principal and agent, master and servant, or employer and employee between the parties or any affiliates of the parties, or between LEA and any individual assigned by CONTRACTOR to perform any services for LEA.

If LEA is determined to be a partner, joint venture, co-principal, employer or co-employer of CONTRACTOR, CONTRACTOR shall indemnify and hold harmless LEA from and against any and all claims for loss, liability, or damages arising from that determination, as well as any expenses, costs, taxes, penalties and interest charges incurred by LEA as a result of that determination.

18. SUBCONTRACTING

CONTRACTOR shall not enter into any subcontracting relationship without first obtaining final written approval of LEA. Should CONTRACTOR wish to subcontract for special education and/or related services pursuant to this Contract, it must provide written notification to LEA before any subcontracting arrangement is made. In the event LEA determines that it can provide the subcontracted service(s) at a lower rate, LEA may elect to provide such service(s). If LEA elects to provide such service(s), LEA shall provide written notification to CONTRACTOR within five (5) days of receipt of CONTRACTOR’s original notice and CONTRACTOR shall not subcontract for said service(s).

Should LEA approve in concept of CONTRACTOR subcontracting for services, CONTRACTOR shall submit the proposed subcontract to LEA for approval. CONTRACTOR shall incorporate all of the provisions of this Contract in all subcontracts, to the fullest extent possible. Furthermore, when CONTRACTOR is developing subcontracts for the provision of special education and/or related services (including, but not limited to, transportation) for any LEA student, CONTRACTOR shall cause each subcontractor to procure and maintain indemnification and insurance requirements which comply with the provisions of Sections 15 and 16 of this Contract during the term of each subcontract. If a proposed subcontract is approved by LEA, each subcontractor shall furnish LEA with original endorsements and certificates of insurance effecting coverage required by Section 15 of this Contract. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. Unless otherwise agreed to by LEA, the endorsements are to be on forms provided by LEA. All endorsements are to be received and approved by LEA before the subcontractor’s work commences. The Commercial General Liability and Automobile Liability policies shall name the LEA/SELPA and the LEA Board of Education as additional insureds.

As an alternative to LEA's forms, a subcontractor's insurer may provide, with prior LEA approval, complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by this Contract. All Certificates of Insurance must reference the LEA contract number, name of the NPS/A submitting the certificate, designation of NPS or NPA, and the location of the NPS/A submitting the certificate. In addition, all subcontractors must meet the requirements as contained in Section 44 (Clearance Requirements) and Section 45 (Staff Qualifications) of this Contract. No subcontract shall be considered final without LEA approval.

19. CONFLICTS OF INTEREST

CONTRACTOR shall provide to LEA upon request a copy of its current bylaws and a current list of its Board of Directors (or Trustees), if it is incorporated. CONTRACTOR and any member of its Board of Directors (or Trustees) shall disclose any relationship with LEA that constitutes or may constitute a conflict of interest pursuant to California Education Code section 56042 and Government Code Section 1090 including, but not limited to, employment with LEA, provision of private party assessments and/or reports, and attendance at IEP team meetings acting as a student's advocate. Pursuant to California Education Code section 56042, an attorney or advocate for a Parent of an individual with exceptional needs shall not recommend placement at CONTRACTOR's facility if the attorney or advocate is employed or contracted by the CONTRACTOR, or will receive a benefit from the CONTRACTOR, or otherwise has a conflict of interest.

LEA shall neither execute an ISA with CONTRACTOR nor amend an existing ISA for an LEA student when a recommendation for special education and/or related services is based in whole or in part on assessment(s) or reports provided by CONTRACTOR to the LEA student without prior written authorization by LEA. This section shall apply to CONTRACTOR regardless of when an assessment is performed or a report is prepared (i.e., before or after the LEA student is enrolled in CONTRACTOR's NPS/A) or whether an assessment of the LEA student is performed or a report is prepared in the normal course of the services provided to the LEA student by CONTRACTOR. To avoid conflict of interest, and in order to ensure the appropriateness of an Independent Educational Evaluation (hereinafter referred to as "IEE") and its recommendations, LEA may not fund an IEE by an evaluator who provides ongoing service(s) or is sought to provide service(s) to the LEA student for whom the IEE is requested. Likewise, LEA may not fund services through the evaluator whose IEE LEA agrees to fund. When no other appropriate assessor is available, LEA may request and if CONTRACTOR agrees, CONTRACTOR may provide an IEE.

CONTRACTOR shall not admit a student living within the jurisdictional boundaries of the LEA on a private pay or tuition free "scholarship" basis and concurrently or subsequently advise/request Parent(s) to pursue funding for the admitted school year from LEA through due process proceedings. Such action shall constitute good cause for termination of this Contract by LEA.

20. NON-DISCRIMINATION

CONTRACTOR shall not, in employment or operation of its programs, unlawfully discriminate on the basis of gender, nationality, national origin, ancestry, race, color, ethnicity, ethnic group affiliation, religion, age, marital status, pregnancy or parental status, sex, sexual orientation, gender, gender identity or expression, physical or mental disability, genetic information, medical condition, military or veteran status, or any other classification protected by federal or State law or the perception of one or more of such characteristics or association with a person or group with one or more of these actual or perceived characteristics.

EDUCATIONAL PROGRAM

21. FREE AND APPROPRIATE PUBLIC EDUCATION (FAPE)

LEA shall provide CONTRACTOR with a copy of the IEP including the Individualized Transition Plan (hereinafter referred to as "ITP") of each LEA student served by CONTRACTOR. CONTRACTOR shall

provide special education and/or related services (including transition services) to each LEA student within the NPS/A consistent with the student's IEP and as specified in the ISA. If CONTRACTOR is a NPS, CONTRACTOR shall not accept an LEA student if it cannot provide or ensure the provision of the services outlined in the student's IEP. If an LEA student's services are provided by a third party (i.e. Related Services Provider), CONTRACTOR shall notify LEA, in writing, if provision of services cease.

Unless otherwise agreed to between CONTRACTOR and LEA, CONTRACTOR shall be responsible for the provision of all appropriate supplies, equipment, and/or facilities, as specified in the LEA student's IEP and ISA. CONTRACTOR shall make no charge of any kind to parents for special education and/or related services as specified in the student's IEP and ISA (including, but not limited to, screenings, assessments, or interviews that occur prior to or as a condition of an LEA student's enrollment under the terms of this Contract). LEA shall provide low incidence equipment for eligible students with low incidence disabilities when specified in an LEA student's IEP and ISA. Such equipment remains the property of the LEA and shall be returned to the LEA when the IEP team determines the equipment is no longer needed or when the student is no longer enrolled in the NPS. CONTRACTOR shall ensure that facilities are adequate to provide LEA students with an environment which meets all pertinent health and safety regulations.

CONTRACTOR may charge an LEA student's Parent(s) for services and/or activities not necessary for the student to receive a FAPE after: (a) written notification to the LEA student's Parent(s) of the cost and voluntary nature of the services and/or activities; and (b) receipt by LEA of the written notification and a written acknowledgment signed by the LEA student's Parent(s) of the cost and voluntary nature of the services and/or activities. CONTRACTOR shall adhere to all LEA requirements concerning Parent acknowledgment of financial responsibility.

Voluntary services and/or activities not necessary for the student to receive a FAPE shall not interfere with the LEA student's receipt of special education and/or related services as specified in the LEA student's IEP and ISA unless the LEA, CONTRACTOR, and Parent agree otherwise in writing.

22. GENERAL PROGRAM OF INSTRUCTION

All NPS/A services shall be provided consistent with the area of certification specified by CDE Certification and as defined in California Education Code section 56366 *et seq.*

When CONTRACTOR is a NPS, CONTRACTOR's general program of instruction shall: (a) utilize evidence-based practices and be consistent with LEA's standards regarding the particular course of study and curriculum; (b) include curriculum that addresses mathematics, literacy and the use of educational, assistive technology and transition services; (c) be consistent with CDE's standards regarding the particular course of study and curriculum; (d) provide the services as specified in the LEA student's IEP and ISA. LEA students shall have access to: (a) State Board of Education (SBE) - adopted Common Core State Standards ("CCSS") for curriculum and the same instructional materials for kindergarten and grades 1 to 8, inclusive; and provide standards – aligned core curriculum and instructional materials for grades 9 to 12, inclusive, used by LEA; (b) college preparation courses; (c) extracurricular activities, such as art, sports, music and academic clubs; (d) career preparation and vocational training, consistent with transition plans pursuant to State and federal law and; (e) supplemental assistance, including individual academic tutoring, psychological counseling, and career and college counseling. When appropriate, CONTRACTOR shall utilize the designated curriculum guidelines for students with moderate to severe disabilities who participate in the State's alternative assessment. These students shall have access to the core content, activities, and instructional materials delineated within these curriculum guidelines. CONTRACTOR'S general program of instruction shall be described in writing and a copy provided to LEA prior to the effective date of this Contract.

When CONTRACTOR serves students in grades 9 through 12 inclusive, LEA shall provide to CONTRACTOR a specific list of the course requirements to be satisfied by CONTRACTOR leading toward graduation or completion of LEA's diploma requirements. CONTRACTOR shall not award a high school diploma to students who have not successfully completed all of LEA's graduation requirements.

When CONTRACTOR is a NPA and/or related services provider, CONTRACTOR's general program of instruction and/or services shall utilize evidence-based practices and be consistent with LEA and CDE guidelines and certifications, and shall be provided as specified in the student's IEP and ISA. CONTRACTOR shall provide to LEA a written description of the services and location provided prior to the effective date of this Contract. School-based services may not be unilaterally converted by CONTRACTOR to a substitute program or provided at a location not specifically authorized by the IEP team. Except for services provided by a CONTRACTOR that is a Licensed Children's Institution (LCI), all services not provided in the school setting require the presence of a Parent or adult caregiver during the delivery of services, provided such guardian or caregiver have a signed authorization by the Parent to authorize emergency services as requested. LCI CONTRACTORS shall ensure that appropriate and qualified residential or clinical staff is present during the provision of services under this Contract. CONTRACTOR shall immediately notify LEA in writing if no Parent, guardian or adult caregiver is present.

CONTRACTORS providing Behavior Intervention Services shall develop a written plan that specifies the nature of their NPA service for each student within thirty (30) days of enrollment and shall be provided in writing to the LEA. CONTRACTORS providing Behavior Intervention Services must have a trained behaviorist or trained equivalent on staff who is qualified and responsible for the design, planning, and implementation of behavioral interventions as the law requires. (Cal. Code Regs., tit. 5, § 3051.23; Ed. Code § 56366.10(e).) It is understood that Behavior Intervention Services are limited per CDE Certification and do not constitute an instructional program.

When CONTRACTOR is a NPA, CONTRACTOR shall not provide transportation nor subcontract for transportation services for students unless LEA and CONTRACTOR agree otherwise in writing.

23. INSTRUCTIONAL MINUTES

When CONTRACTOR is a NPS, the total number of instructional minutes per school day provided by CONTRACTOR shall be at least equivalent to the number of instructional minutes per school day provided to LEA students at like grade level attending LEA schools and shall be specified in the student's ISA developed in accordance with the student's IEP.

For students in grades kindergarten through 12 inclusive, unless otherwise specified in the student's IEP and ISA, the number of instructional minutes, excluding breakfast, recess, lunch and passing time shall be at the same level that California Education Code prescribes for LEA.

The total number of annual instructional minutes shall be at least equivalent to the total number of annual instructional minutes provided to LEA students attending LEA schools in like grade level unless otherwise specified in the student's IEP.

When CONTRACTOR is a NPA and/or related services provider, the total number of minutes per school day provided by CONTRACTOR shall be specified in the LEA student's ISA developed in accordance with the student's IEP.

24. CLASS SIZE

When CONTRACTOR is a NPS, CONTRACTOR shall ensure that class size shall not exceed a ratio of one teacher per twelve (12) students, unless CONTRACTOR and LEA agree otherwise in writing. Upon prior written approval by an authorized LEA representative, class size may be temporarily increased by a ratio of 1 teacher to fourteen (14) students when necessary during the regular or extended school year to provide services to students with disabilities.

In the event a NPS CONTRACTOR is unable to fill a vacant teaching position responsible for direct instruction to LEA students, and the vacancy has a direct impact on the CDE Certification of that school, CONTRACTOR shall develop a plan to ensure appropriate coverage of students by first utilizing existing certificated staff. CONTRACTOR and LEA may agree to one 30 school day period per contract year where

class size may be increased to ensure coverage by an appropriately credentialed teacher. Such an agreement shall be in writing and signed by both parties. This provision does not apply to a NPA CONTRACTOR.

CONTRACTOR providing special education instruction for individuals with exceptional needs between the ages of three and five years, inclusive, shall also comply with the appropriate instructional adult to child ratios pursuant to California Education Code sections 56440 *et seq.*

25. CALENDARS

When CONTRACTOR is a NPS:

CONTRACTOR shall submit to LEA a school calendar with the total number of billable days not to exceed 180 days, plus extended school year billable days equivalent to the number of days determined by LEA's extended school year calendar. Billable days shall include only those days that are included on the submitted and approved school calendar, and/or required by the IEP (developed by LEA) for each LEA student. CONTRACTOR shall not be allowed to change its school calendar and/or amend the number of billable days without the prior written approval of LEA. Nothing in this Contract shall be interpreted to require LEA to accept any requests for calendar changes. In the event LEA adjusts the number of school days for its regular school year and/or extended school year, the approved number of days shall become the total billable days for CONTRACTOR. In such a case, an amended calendar shall be provided by CONTRACTOR for LEA approval.

Unless otherwise specified by the LEA student's IEP, educational services shall occur at the school site. A student shall only be eligible for extended school year services as determined by the student's IEP team and the provision of such is specifically included in the ISA. Extended school year shall consist of twenty (20) instructional days, unless otherwise agreed upon by the student's IEP team convened by the LEA. Any days of extended school year in excess of twenty (20) billable days must be mutually agreed to by LEA and CONTRACTOR, in writing, prior to the start of the extended school year.

Student must have actually been in attendance during the regular school year and/or during extended school year and received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by LEA, in writing, in advance of the delivery of any NPS service. Any instructional days provided without this written agreement shall be at the sole financial responsibility of CONTRACTOR.

CONTRACTOR shall observe the same legal holidays as LEA. As of the execution of this Contract, those holidays are: Labor Day, Veteran's Day, Thanksgiving Day, Christmas Day, New Year's Day, Martin Luther King Jr. Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, Juneteenth and Independence Day. With the prior written approval of LEA, CONTRACTOR may revise the date upon which CONTRACTOR closes in observance of any of the holidays observed by LEA.

When CONTRACTOR is a NPA:

CONTRACTOR shall be provided with a LEA-developed/approved calendar prior to the initiation of services. CONTRACTOR herein agrees to observe holidays as specified in LEA-developed/approved calendar. CONTRACTOR shall provide services pursuant to LEA-developed/approved calendar; or as specified in the LEA student's IEP and ISA. Unless otherwise specified in the LEA student's ISA, CONTRACTOR shall provide related services to LEA students on only those days that the LEA student's school of attendance is in session and the LEA student attends school. CONTRACTOR shall bill only for services provided on billable days of attendance as indicated on LEA calendar unless CONTRACTOR and LEA agree otherwise in writing before delivery of any NPA services. Student must have actually been in attendance and/or received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by LEA, in writing, in advance of the delivery of any NPA service provided by CONTRACTOR. Any services provided without this written agreement

shall be at the sole financial responsibility of the CONTRACTOR. In the event of school closures due to emergency, payment will follow the procedures in accordance with Section 62 of this Contract.

26. DATA REPORTING

CONTRACTOR shall agree to provide to LEA all data related to LEA student information and billing information. CONTRACTOR shall provide data related to all sections of this Contract, including student discipline as noted below, when requested by LEA and in the format required by LEA. It is understood that CONTRACTOR shall utilize LEA-approved electronic IEP system for all IEP development, service tracking documentation, and progress reporting, unless otherwise agreed to in writing by LEA. Additional progress reporting may be required by the LEA. LEA shall provide CONTRACTOR with appropriate software, user training and proper internet permissions to allow adequate access so that this information may be compiled.

Using forms developed by the CDE or as otherwise mutually agreed upon by CONTRACTOR and LEA, CONTRACTOR shall provide LEA, on a monthly basis, a written report of all incidents in which a statutory offense is committed by any LEA student, regardless if it results in a disciplinary action of suspension or expulsion. This includes all statutory offenses as described in Education Codes sections 48900 and 48915. CONTRACTOR shall also include incidents resulting in the use of a behavioral restraint and/or seclusion even if they were not a result of a violation of Education Code sections 48900 and 48915. (Ed. Code § 49006.)

LEA shall provide CONTRACTOR with approved forms and/or format for such data including, but not limited to, invoicing, attendance reports and progress reports. LEA may approve use of CONTRACTOR-provided forms at its discretion.

27. LEAST RESTRICTIVE ENVIRONMENT/DUAL ENROLLMENT

CONTRACTOR and LEA shall follow all LEA Procedures that support Least Restrictive Environment (“LRE”) options and/or dual enrollment options if available and appropriate, for students to have access to the general curriculum and to be educated with their nondisabled peers to the maximum extent appropriate.

CONTRACTOR and LEA shall ensure that LRE placement options are addressed at all IEP team meetings regarding students for whom ISAs have been or may be executed. This shall include IEP team consideration of supplementary aids and services, goals and objectives necessary for placement in the LRE and necessary to enable students to transition to less restrictive settings.

When an IEP team has determined that a student should be transitioned into the public school setting, CONTRACTOR shall assist LEA in implementing the IEP team’s recommended activities to support the transition.

28. STATEWIDE ACHIEVEMENT TESTING

When CONTRACTOR is a NPS, per implementation of Senate Bill 484, CONTRACTOR shall administer all statewide assessments within the California Assessment of Student Performance and Progress (“CAASPP”), Desired Results Developmental Profile (“DRDP”), California Alternative Assessment (“CAA”), achievement and abilities tests (using LEA-authorized assessment instruments), the Fitness Gram, the English Language Proficiency Assessments for California (“ELPAC”), and Alternative English Language Proficiency Assessments for California (“Alternative ELPAC”), and as appropriate to the LEA student, and mandated by LEA pursuant to LEA, State of California, and federal guidelines.

CONTRACTOR is subject to the alternative accountability system developed pursuant to Education Code section 52052, in the same manner as public schools. Each LEA student placed with CONTRACTOR by the LEA shall be tested by qualified staff of CONTRACTOR in accordance with that accountability program. LEA shall provide test administration training to CONTRACTOR’S qualified staff.

CONTRACTOR shall attend LEA test training and comply with completion of all coding requirements as required by LEA.

29. MANDATED ATTENDANCE AT LEA MEETINGS

CONTRACTOR shall attend LEA-mandated meetings when legal mandates and/or LEA Procedures are reviewed, including but not limited to the areas of: curriculum, high school graduation, standards-based instruction, behavior intervention, cultural and linguistic needs of students with disabilities, dual enrollment responsibilities, LRE responsibilities, transition services, data collection, standardized testing, and IEPs. LEA shall provide CONTRACTOR with reasonable notice of mandated meetings. Attendance at such meetings does not constitute a billable service hour(s).

30. POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS

CONTRACTOR shall comply with the requirements of Education Code section 49005, *et seq.*, 56521.1 and 56521.2. CONTRACTOR shall ensure that CONTRACTOR utilizes a multi-tier system of support (“MTSS”) to address student needs. CONTRACTOR shall also ensure that all staff are trained on the use of positive behavior interventions and supports consistent with this Contract.

LEA students who exhibit behaviors that interfere with their learning or the learning of others must receive timely and appropriate assessments and positive supports and interventions in accordance with the federal law and its implementing regulations. If the IEP team determines that a student’s behavior impedes his or her learning or the learning of others, the IEP team is required to consider the use of positive behavioral interventions and supports, and other strategies, to address that behavior, consistent with Section 1414(d)(3)(B)(i) and (d)(4) of Title 20 of the United States Code and associated federal regulations. This could mean that instead of developing a Behavior Intervention Plan (“BIP”), the IEP team may conclude it is sufficient to address the student’s behavioral problems through the development of behavioral goals and behavioral interventions to support those goals.

CONTRACTOR shall maintain a written policy pursuant to California Education Code section 56521.1 regarding emergency interventions and behavioral emergency reports (“BERs”). CONTRACTOR shall inform each of its employees about the policy, provide each employee a copy thereof, and provide training to all employees regarding the policy. CONTRACTOR shall ensure that all of its staff members are trained in crisis intervention, emergency procedures, and evidenced-based practices and interventions specific to the unique behavioral needs of the CONTRACTOR’s pupil population. Training shall include certification by an approved LEA crisis intervention program. The training shall be provided within 30 days of employment to new staff who have any contact or interaction with pupils during the school day, and annually to all staff who have any contact or interaction with pupils during the school day. (Ed. Code 56366.10(f).) The CONTRACTOR shall select and conduct the training in accordance with California Education Code section 56366.1. CONTRACTOR shall maintain accurate written records documenting all training completed by all of CONTRACTOR’s employees. Evidence of all trainings shall be submitted to LEA at least annually at the beginning of the school year, and within five (5) business days of completion of training or any new hire upon LEA request.

In addition, all CONTRACTOR employees and subcontractors providing services to a LEA student shall be trained and certified in the LEA’s approved crisis intervention program, which is the nonviolent crisis intervention (“NCI”) program with the Crisis Prevention Institute (“CPI”). LEA has partnered with CPI for the provision of NCI training and certification for LEA staff and CONTRACTOR’S employees/subcontractors. CONTRACTOR’S employees/subcontractors shall receive NCI training and obtain NCI certification within thirty (30) days after the Effective Date of this Contract or, for employment of new employees/subcontractor during the term of this Contract, within 30 days after employment/subcontract begins. CPI allows “Certified Instructors” (instructors authorized to train staff within their organization of employment) who are employed by LEA to train LEA employees and contractors in NCI. CONTRACTOR acknowledges and accepts that any NCI certification received for a CONTRACTOR’s employee/subcontractor via a LEA-provided Certified Instructor is only valid during the term of this Contract or any extension thereof and the CONTRACTOR’s employee/subcontractor’s

engagement with LEA. Should any CONTRACTOR employee/subcontractor cease providing services to a LEA student, that CONTRACTOR'S employee/subcontractor's NCI certification is considered void as of the last date on which the CONTRACTOR employee/subcontractor provided services to LEA. LEA shall pay CONTRACTOR for time during which CONTRACTOR's employees/subcontractors participate in NCI training as follows: [insert payment terms].

Pursuant to Education Code section 56521.1, emergency interventions shall not be used as a substitute for a BIP and shall not be employed longer than necessary to contain the behavior. Emergency interventions may only be used to control unpredictable, spontaneous behavior that poses clear and present danger of serious physical harm to a LEA student or others and that cannot be immediately prevented by a response less restrictive than the temporary application of a technique used to contain the behavior. If a situation requires prolonged use of emergency intervention, staff must seek assistance from the school site administrator or a law enforcement agency. Consistent with Section 44 of this Contract, LEA may observe and/or audit CONTRACTOR's implementation of BIPs, staff use of behavior interventions, including emergency interventions, at any time, and without prior notice.

CONTRACTOR shall complete a BER when an emergency occurs that is defined as a serious, dangerous behavior that staff has determined to present a clear and present danger to others. It requires a non-violent physical intervention to protect the safety of student, self, or others and a physical intervention has been used; or a physical intervention has not been used, but an injury or serious property damage has occurred. The use of Personal Safety Techniques (which may or may not have been used) does not determine whether a BER is required. Emergencies *require* a BER form be completed and submitted to the LEA within twenty-four (24) hours for administrative action. CONTRACTOR shall notify Parent within twenty-four (24) hours via telephone. If the student's IEP does not contain a BIP, an IEP team shall schedule a meeting to review the BER, determine if there is a necessity for a functional behavioral assessment ("FBA"), and to determine an interim plan, or both. If the student already has a BIP, the IEP team shall review and modify the BIP if a new serious behavior has been exhibited or existing behavioral interventions have proven to be ineffective. CONTRACTOR shall schedule with LEA an IEP meeting within two (2) days.

Pursuant to Education Code section 56521.2, CONTRACTOR shall not authorize, order, consent to, or pay for the following interventions, or any other interventions similar to or like the following:

1. any intervention that is designed to, or likely to, cause physical pain, including, but not limited to, electric-shock;
2. an intervention that involves the release of noxious, toxic, or otherwise unpleasant sprays, mists, or substances in proximity to the face of the individual;
3. an intervention that denies adequate sleep, food, water, shelter, bedding, physical comfort, or access to bathroom facilities;
4. an intervention that is designed to subject, used to subject, or likely to subject, the individual to verbal abuse, ridicule, or humiliation, or that can be expected to cause excessive emotional trauma;
5. restrictive interventions that employ a device, material, or objects that simultaneously immobilize all four extremities, including the procedure known as prone containment, except that prone containment or similar techniques may be used by trained personnel as a limited emergency intervention;
6. locked seclusion, unless it is in a facility otherwise licensed or permitted by state law to use a locked room;
7. an intervention that precludes adequate supervision of the individual;
8. an intervention that deprives the individual of one or more of his or her senses.

CONTRACTOR shall comply with Education Code section 49005.8. Specifically, CONTRACTOR shall not do any of the following:

1. Use seclusion or a behavioral restraint for the purpose of coercion, discipline, convenience, or retaliation.
2. Use locked seclusion, unless it is in a facility otherwise licensed or permitted by state law to use a locked room.

3. Use a physical restraint technique that obstructs a pupil's respiratory airway or impairs the pupil's breathing or respiratory capacity, including techniques in which a staff member places pressure on a pupil's back or places his or her body weight against the pupil's torso or back.
4. Use a behavioral restraint technique that restricts breathing, including, but not limited to, using a pillow, blanket, carpet, mat, or other item to cover a pupil's face.
5. Place a pupil in a facedown position with the pupil's hands held or restrained behind the pupil's back.
6. Use a behavioral restraint for longer than is necessary to contain the behavior that poses a clear and present danger of serious physical harm to the pupil or others.

CONTRACTOR shall keep constant, direct observation of a pupil who is in seclusion, which may be through observation of the pupil through a window, or another barrier, through which the educational provider is able to make direct eye contact with the pupil. This observation shall not be through indirect means, including through a security camera or a closed-circuit television.

CONTRACTOR shall afford pupils who are restrained the least restrictive alternative and the maximum freedom of movement, and shall use the least number of restraint points, while ensuring the physical safety of the pupil and others.

If prone restraint techniques are used by CONTRACTOR, a staff member shall observe the pupil for any signs of physical distress throughout the use of prone restraint. Whenever possible, the staff member monitoring the pupil shall not be involved in restraining the pupil.

In the case of a child whose behavior impedes the child's learning or that of others, the IEP team shall consider the use of positive behavioral interventions and supports, and other strategies, to address that behavior, consistent with Section 1414(d)(3)(B)(i) and (d)(4) of Title 20 of the United States Code and associated federal regulations. CONTRACTOR shall immediately notify LEA via telephone of any severe or increasingly frequent behavior problem, any emergency intervention in response to a previously unseen serious behavior problem, or where a previously designed behavior intervention is ineffective, that may require an IEP team meeting.

All restraint practices must be reviewed and revised when they have an adverse effect on a student and are used repeatedly for an individual child, either on multiple occasions within the same classroom or multiple uses by the same individual. CONTRACTOR shall notify the Parent when any type of physical or mechanical restraint or seclusion has been used. Upon the use of any type of physical or mechanical restraint or seclusions of an LEA student, CONTRACTOR shall complete a BER per the reporting and notification requirements listed above.

BEHAVIOR INTERVENTION REPORTING: Twice annually, CONTRACTOR shall certify to LEA that (a) CONTRACTOR has reviewed the BERs for each LEA student in conjunction with that student's IEP and BIP; (b) Staff are trained to implement each LEA student's BIP, including approved or prohibited restraint techniques for each student; (c) emergency interventions have only been used to control unpredictable, spontaneous behavior that poses clear and present danger of serious physical harm to LEA students or others and that cannot be immediately prevented by a response less restrictive than the temporary application of a technique used to contain the behavior; and (d) BERs have been properly completed and timely forwarded to LEA as required by this Contract.

CONTRACTOR's failure to comply with any of the requirements of Section 30: Positive Behavior Interventions and Supports shall constitute sufficient good cause for immediate termination of this Contract by LEA.

31. STUDENT DISCIPLINE

CONTRACTOR shall maintain and abide by a written policy for student discipline that is consistent with State of California and federal law and regulations. Using forms developed by the California Department of Education or as otherwise mutually agreed upon by CONTRACTOR and LEA, CONTRACTOR shall

provide LEA, on a monthly basis, a written report of all incidents in which a statutory offense is committed by any LEA student, regardless if it results in a disciplinary action of suspension or expulsion. This includes all statutory offenses as described in Education Codes 48900 and 48915. CONTRACTOR shall also include incidents resulting in the use of a behavioral restraint and/or seclusion even if they were not a result of a violation of Education Code Sections 48900 and 48915. (Ed. Code § 49006.)

When CONTRACTOR seeks to remove a LEA student from the student's current educational placement for disciplinary reasons, CONTRACTOR shall immediately (within 24 hours) submit a written discipline report to LEA. Written discipline reports shall include, but not be limited to: the student's name, grade, race, ethnicity, and gender; the time, date, and description of the misconduct; the disciplinary action taken by CONTRACTOR; and the rationale for such disciplinary action. A copy of the LEA student's behavior plan, if any, shall be submitted with the written discipline report. CONTRACTOR and LEA agree to participate in a manifestation determination at an IEP meeting no later than the tenth (10th) day after the decision is made to suspend the student for more than ten (10) school days or recommend expulsion of the student. LEA shall notify and invite CONTRACTOR representatives to the IEP team meeting where the manifestation determination will be made.

32. IEP TEAM MEETINGS

An IEP team meeting shall be convened at least annually to evaluate: (1) the educational progress of each LEA student placed with CONTRACTOR, including all state assessment results pursuant to the requirements of Education Code section 52052; (2) whether or not the needs of the LEA student continue to be best met at the NPS; and (3) whether changes to the student's IEP are necessary, including whether the LEA student may be transitioned to a public school setting. (California Education Code sections 56366(a)(2)(B)(i) and (ii) and California Education Code section 56345(b)(4).)

If an LEA student is to be transferred from a NPS setting into a regular class setting in a public school for any part of the school day, the IEP team shall document a description of activities provided to integrate the student into the regular education program, including the nature of each activity as well as the time spent on the activity each day or week and a description of the activities provided to support the transition of the student from the special education program into the regular education program. Each LEA student shall be allowed to provide confidential input to any representative of the student's IEP team. Except as otherwise provided in the Contract, CONTRACTOR and LEA shall participate in all IEP team meetings regarding LEA students for whom ISAs have been or may be executed. At any time during the term of this Contract, the Parent, CONTRACTOR, or LEA may request a review of the LEA student's IEP, subject to all procedural safeguards required by law, including reasonable notice given to, and participation of, CONTRACTOR, LEA, and Parent in the meeting. Every effort shall be made to schedule IEP team meetings at a time and place that is mutually convenient to CONTRACTOR, LEA, and Parent. CONTRACTOR shall provide to LEA, at no cost and prior to an annual or triennial IEP team meeting, documentation regarding the student's progress on goals and any and all assessments and written assessment reports (including testing protocols) created by CONTRACTOR and any of its agents or subcontractors, upon request and/or pursuant to LEA Procedures. It is understood that attendance at an IEP meeting is part of CONTRACTOR'S professional responsibility and is not a billable service under this Contract.

It is understood that CONTRACTOR shall utilize the LEA approved electronic IEP system for all IEP planning and progress reporting at LEA's discretion. LEA may provide training for any CONTRACTOR to ensure access to the approved system. CONTRACTOR shall maintain confidentiality of all IEP data on the approved system and shall protect the password requirements of the system. When a LEA student disenrolls from the NPS/A, the CONTRACTOR shall discontinue use of the approved system for that student.

Changes in any LEA student's educational program, including instruction, services, or instructional setting provided under this Contract, may only be made on the basis of revisions to the student's IEP. In the event that CONTRACTOR believes a LEA student requires a change of placement, CONTRACTOR may request a review of the student's IEP for the purposes of consideration of a change in the student's placement. A LEA student is entitled to remain in the last agreed upon and implemented placement unless Parent agrees

otherwise or an Interim Alternative Educational Setting is deemed lawful and appropriate by LEA or OAH consistent with Section 1415(k)(4) of Title 20 of the United States Code.

33. SURROGATE PARENTS AND FOSTER YOUTH

CONTRACTOR shall recognize an LEA appointed surrogate parent assignments for students without parental representation, including but not limited to unaccompanied homeless youths, in special education procedures pursuant to California Government Code Section 7579.5. Surrogate parents shall serve as the child's Parent and have all the rights relative to the student's education that a parent has under the Individuals with Disabilities Education Act pursuant to 20 U.S.C. sections 1414-1482 and 34 C.F.R. sections 300.1-300.756. A pupil in foster care shall be defined pursuant to California Education Code section 42238.01(b). LEA shall annually notify CONTRACTOR who LEA has designated as the educational liaison for foster children. When a pupil in foster care is enrolled in a NPS by LEA any time after the completion of the student's second year of high school, CONTRACTOR shall schedule the pupil in courses leading towards graduation based on the diploma requirements of LEA unless provided notice otherwise in writing pursuant to Section 51225.1.

34. DUE PROCESS PROCEEDINGS

CONTRACTOR shall fully participate in special education due process proceedings including mediations and hearings, as requested by LEA. Participation includes CONTRACTOR's staff being made available for witness preparation and testimony as is necessary to facilitate a due process hearing. CONTRACTOR shall also fully participate in the investigation and provision of documentation related to any complaint filed with the State of California, the Office of Civil Rights, or any other State and/or federal governmental body or agency. Full participation shall include, but in no way be limited to, cooperating with LEA representatives to provide complete answers raised by any investigator and/or the immediate provision of any and all documentation that pertains to the operation of CONTRACTOR's program and/or the implementation of a particular student's IEP/ISA.

35. COMPLAINT PROCEDURES

CONTRACTOR shall maintain and adhere to its own written procedures for responding to Parent complaints. These procedures shall include annually notifying and providing Parents of LEA students with appropriate information (including complaint forms) for the following: (1) Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations section 4600 *et seq.*; (2) Nondiscrimination policy pursuant to Title 5 of the California Code of Regulations section 4960 (a); (3) Sexual Harassment Policy, California Education Code 231.5 (a) (b) (c); (4) Title IX Student Grievance Procedure, Title IX 106.8(a), (d) and 106.9(a); and (5) Notice of Privacy Practices in compliance with Health Insurance Portability and Accountability Act ("HIPAA"). CONTRACTOR shall include verification of these procedures to the LEA. CONTRACTOR shall immediately (within 24 hours) notify LEA of any complaints filed against it related to LEA students and provide LEA with all documentation related to the complaints and/or its investigation of complaints, including any and all reports generated as a result of an investigation.

36. LEA STUDENT PROGRESS REPORTS/REPORT CARDS AND ASSESSMENTS

Unless LEA requests in writing that progress reports be provided on a monthly basis, CONTRACTOR shall provide to Parents, with a concurrent copy sent to LEA, at least four (4) written progress reports/report cards. At a minimum, progress reports shall include progress over time towards IEP goals and objectives. A copy of the progress reports/report cards shall be maintained at CONTRACTOR's place of business and shall be submitted to the LEA and LEA student's Parent quarterly.

CONTRACTOR shall also provide LEA representatives access to supporting documentation used to determine progress on any goal or objective, transition plans, and behavior intervention plans, including but not limited to log sheets, chart notes, observation notes, data sheets, pre-/post-tests, rubrics and other similar data collection used to determine progress or lack of progress on approved goals, objectives, transition plans or behavior intervention plans. LEA may request such data at any time within five (5) years

of the date of service. CONTRACTOR shall maintain such information for at least five (5) years and shall provide this data supporting progress to LEA within five (5) business days of request. Additional time may be granted as needed by the LEA.

CONTRACTOR shall complete academic or other evaluations of the LEA student at least ten (10) days prior to the student's IEP team meeting for the purpose of reporting the LEA student's present levels of performance at the IEP team meeting as required by State and federal laws and regulations and pursuant to LEA Procedures, and/or LEA practices. CONTRACTOR shall provide sufficient copies of its reports, documents, and projected goals to share with members of the IEP team at least five (5) business days prior to the IEP meeting. CONTRACTOR shall maintain supporting documentation, such as test protocols and data collection, which shall be made available to LEA within five (5) business days of request.

CONTRACTOR is responsible for all evaluation costs regarding the updating of goals and objectives, progress reporting, and development of present levels of performance. All assessments resulting from an assessment plan shall be provided by LEA unless LEA specifies in writing a request that CONTRACTOR perform such assessment. Any assessment and/or evaluation costs may be added to the ISA and/or approved separately by LEA at LEA's sole discretion.

It is understood that all billable hours must be in direct services to LEA students as specified in the ISA. For NPA services, supervision provided by a qualified individual as specified in Title 5 Regulation, subsection 3065, shall be determined as appropriate and included in the ISA. Supervision means the direct observation of services, data review, case conferencing and program design consistent with professional standards for each professional's license, certification, or credential.

CONTRACTOR shall not charge a LEA student's Parent(s) or LEA for the provision of progress reports, report cards, and/or any evaluations conducted in order to obtain present levels of performance, interviews, and/or attendance at any meetings. It is understood that all billable hours are limited to those specified on the ISA consistent with the IEP. It is understood that copies of data collection notes, forms, charts and other such data are part of the student's record and shall be made available to LEA upon written request.

37. GRADES, HIGH SCHOOL COURSE CREDITS, & TRANSCRIPTS

When CONTRACTOR is a NPS, CONTRACTOR is responsible for assigning grades for any course of instruction taught at the NPS. The grades determined by the pupil's teacher, in the absence of clerical or mechanical mistake, fraud, bad faith, or incompetency, shall be final and consistent with the provisions specified in Education Code Section 49066. The grades each pupil receives in all courses of instruction taught by the NPS shall be reported to the Parents and the LEA on a quarterly basis. Consistent with the LEA, should it become evident to the NPS the pupil is in danger of failing a course, the CONTRACTOR must initiate a parent conference, and the LEA representative must be in attendance.

When CONTRACTOR serves students in grades nine (9) through twelve (12) inclusive, LEA shall provide to CONTRACTOR a specific list of the course requirements to be satisfied by the CONTRACTOR leading toward graduation or completion of LEA's diploma requirements. CONTRACTOR shall not recommend awarding a high school diploma to students who have not successfully completed all of the LEA's graduation requirements.

CONTRACTOR shall prepare transcripts at the close of each semester, or upon LEA student transfer, for LEA students in grades nine (9) through twelve (12) inclusive, and submit such transcripts on LEA-approved forms to the LEA student's school of residence for evaluation of progress toward completion of diploma requirements as specified in LEA Procedures. CONTRACTOR shall submit to LEA, the names of LEA students and their schools of residence for whom transcripts have been submitted as specified by LEA. All transcripts shall be maintained by CONTRACTOR and furnished to LEA upon request, consistent with the parameters of Sections 9 and 26 of this Contract.

38. LEA STUDENT CHANGE OF RESIDENCE

Upon enrollment, CONTRACTOR shall notify Parents in writing of their obligation to notify CONTRACTOR of an LEA student's change of residence. CONTRACTOR shall maintain, and provide upon request by LEA, documentation of such notice to Parents. Within five (5) school days from the date CONTRACTOR becomes aware of a LEA student's change of residence, CONTRACTOR shall notify LEA in writing of the LEA student's change of residence as specified in LEA Procedures.

If CONTRACTOR had knowledge or should reasonably have had knowledge of an LEA student's change of residence and CONTRACTOR fails to follow the procedures specified in this section, LEA shall not be responsible for the costs of services delivered following the LEA student's change of residence.

39. WITHDRAWAL OF LEA STUDENT FROM NPS/A

CONTRACTOR shall immediately report to LEA via telephone and electronically (within 24 hours) and in writing to LEA within five (5) business days when a LEA student is withdrawn from school and/or services without prior notice. This includes but is not limited to a LEA student's change of residence to a residence outside of LEA boundaries, and LEA student's discharge against professional advice from a NPS and/or residential treatment center ("RTC"). CONTRACTOR shall assist LEA to verify potential dropouts three (3) times per year.

40. PARENT ACCESS

CONTRACTOR shall provide for reasonable parental access to LEA students and all facilities including, but not limited to, the instructional setting, recreational activity areas, meeting rooms and student living quarters when applicable. CONTRACTOR shall comply with any known court orders regarding parental visits and access to LEA students.

CONTRACTOR operating programs associated with a NPS/RTC shall cooperate with a Parent's reasonable request for LEA student therapeutic visits in their home or at the NPS/RTC. CONTRACTOR shall require that Parents obtain prior written authorization for therapeutic visits from CONTRACTOR and LEA at least thirty (30) days in advance. When requested, CONTRACTOR shall facilitate all Parent travel and accommodations and for providing travel information to the parent as appropriate. Payment by LEA for approved travel-related expenses shall be made directly through LEA consistent with LEA Procedures.

CONTRACTOR providing services in a LEA student's home as specified in the IEP shall ensure that at least one Parent of the child, or an adult caregiver with the Parent's written and signed authorization to make decisions in an emergency, is present. The names of any adult caregiver other than the Parent shall be provided to the LEA prior to the start of any home based services, including written and signed authorization in emergency situations. CONTRACTOR shall ensure that the Parent informs the LEA of any changes of caregivers and provide written authorization for emergencies. The adult caregiver cannot also be an employee or volunteer associated with CONTRACTOR.

CONTRACTOR shall notify LEA in writing immediately (within 24 hours) of all problems and/or concerns reported to Parents, both verbal and written.

41. LICENSED CHILDREN'S INSTITUTION ("LCI") CONTRACTORS AND RESIDENTIAL TREATMENT CENTER ("RTC") CONTRACTORS

If CONTRACTOR is a LCI, CONTRACTOR shall adhere to all legal requirements regarding educational placements for LCI students as stated in Education Code 56366(a)(2)(C), 56366.9(c)(1), Health and Safety Code section 1501.1, and any other applicable laws and/or regulations, including LEA guidelines and LEA Procedures. An LCI shall not require that a pupil be placed in its NPS as a condition of being placed in its residential facility.

If CONTRACTOR is a NPS/RTC, CONTRACTOR shall adhere to all legal requirements under the Individuals with Disabilities Education Act (IDEA), 20 U.S.C. section 1400 et seq. including the federal

regulations 34 C.F.R section 300 et seq. and Education Code section 56000 et seq. including Title 5 of the California Code of Regulations section 3000 et seq.. CONTRACTOR shall comply with all monitoring requirements set forth in Section 43 below.

If CONTRACTOR is a NPS that is owned, operated by, or associated with a LCI, CONTRACTOR shall provide to LEA, on a quarterly basis, a list of all LEA students, including those identified as eligible for special education. For those identified as special education students, the list shall include: 1) special education eligibility at the time of enrollment and; 2) the educational placement and services specified in each student's IEP at the time of enrollment. A copy of the current IEP shall be provided to the LEA.

Unless placement is made pursuant to an Office of Administrative Hearings order or a lawfully executed agreement between LEA and Parent, LEA is not responsible for the costs associated with NPS placement until the date on which an IEP team meeting is convened, the IEP team determines that a NPS placement is appropriate, and the IEP is signed by the LEA student's Parent or another adult with educational decision-making rights.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of California shall be certified or licensed by the state in which it is located to provide, respectively, special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 et seq.) and shall be certified or licensed by the state in which it is located to provide nonmedical care, clinical services, or short-term residential therapeutic programs, as applicable to the facility type.

42. STATE MEAL MANDATE

When CONTRACTOR is a NPS, CONTRACTOR and LEA shall satisfy the State Meal Mandate under California Education Code sections 49005 et seq.; 49501.5, the universal meal mandate enacted by AB 130 (2021-2022); 49530 et seq; and 49550 et seq.

43. MONITORING

The State Superintendent of Public Instruction ("Superintendent"), through the delegated monitoring activities to the California Department of Education ("CDE"), shall monitor CONTRACTOR'S facilities, the educational environment, and the quality of the educational program, including the teaching staff, the credentials authorizing service, the standards-based core curriculum being employed, and the standard focused instructional materials used on a three-year cycle, as follows: (1) CONTRACTOR shall complete a self-review in year one; (2) Superintendent shall conduct an onsite review in year two; and (3) Superintendent shall conduct a follow-up visit in year three.

CONTRACTOR shall participate in any LEA or CDE compliance review, if applicable, to be conducted as aligned with the CDE Onsite Review and monitoring cycle in accordance with California Education Code section 56366.1(j). This review will address programmatic aspects of the NPS, compliance with relevant State and federal regulations, and Contract compliance. If requested by LEA, CONTRACTOR shall complete and submit a Nonpublic School/Agency Self-Review Assessment to LEA and CDE. CONTRACTOR shall conduct any follow-up or corrective action procedures related to review findings.

If CONTRACTOR is also an LCI and/or NPS/RTC, the CDE shall annually evaluate whether CONTRACTOR is in compliance with Education Code section 56366.9 and Health and Safety Code section 1501.1(b).

LEA shall conduct an onsite visit to the NPS before placement of a student if LEA does not have any students enrolled at the NPS at the time of placement

LEA shall conduct at least one onsite monitoring visit during each school year to the CONTRACTOR site certified as an NPS where the LEA has placed a student and entered into a master contract. The monitoring visit shall include, but is not limited to, a review of services specified on the ISA and provided to the student,

a review of progress the student is making toward the goals set forth in the student's IEP, a review of progress the student is making toward the goals set forth in the student's BIP, if applicable, an observation of the student during instruction, and a walkthrough of the facility. LEA shall report the findings resulting from the monitoring visit to the CDE within 60 calendar days of the onsite visit.

CONTRACTOR shall allow LEA representatives access to its facilities for additional periodic monitoring of each LEA student's instructional program. LEA shall have access to observe each LEA student at work, observe the instructional setting, interview CONTRACTOR, and review each LEA student's records and progress held by CONTRACTOR. LEA's access shall include unannounced monitoring visits. When making site visits, LEA shall initially report to CONTRACTOR's site administrative office. CONTRACTOR and LEA shall be invited to participate in the review of each LEA student's progress.

CONTRACTOR understands that LEA reserves the right to institute a program audit with or without cause. The program audit may include, but is not limited to, a review of core compliance areas of health and safety; curriculum/instruction; related services; and contractual, legal, and procedural compliance.

When CONTRACTOR is a NPS, CONTRACTOR shall collect all applicable data and prepare the applicable portion of a School Accountability Report Card as appropriate in accordance with California Education Code Section 33126

PERSONNEL

44. CLEARANCE REQUIREMENTS

If CONTRACTOR is a NPA:

When CONTRACTOR is an NPA, all employees, volunteers, and subcontractors of CONTRACTOR who will or are likely to interact with LEA students shall obtain clearance from both the California Department of Justice (hereinafter referred to as "CDOJ") and clearance from the Federal Bureau of Investigation (hereinafter referred to as "FBI"). Notwithstanding the restrictions on sharing and destroying criminal background check information and notwithstanding the express provisions of California Education Code sections 44237, 45125.1, and 56366.1, CONTRACTOR shall require all employees, volunteers, and subcontractors to submit fingerprints through LEA's Live Scan system, regardless of whether CONTRACTOR requires its employees and volunteers to submit fingerprints for background checks in accordance with its own procedures. In addition, CONTRACTOR shall require all employees, volunteers, and subcontractors who will interact with LEA students outside the immediate supervision and control of the student's Parent or an LEA employee to enroll in LEA's subsequent arrest notification service as required by California Penal Code section 11105.2.

No employees, volunteers, or subcontractors of CONTRACTOR who have been convicted of a violent or serious felony, as those terms are defined in California Education Code Section 44237 subdivision (h) shall interact with LEA students outside the immediate supervision and control of the student's Parent or an LEA employee, unless despite the employee's, volunteer's, or subcontractor's conviction of a violent or serious felony, they have met the criteria to be eligible for employment pursuant to California Education Code section 44237 subdivisions (i) or (j). CONTRACTOR hereby agrees that CONTRACTOR's employees and volunteers shall not interact with LEA students unless and until CDOJ and FBI clearances are ascertained through LEA's Live Scan system.

If CONTRACTOR is a NPS or RTC:

When CONTRACTOR is an NPS or RTC, CONTRACTOR shall comply with the requirements of California Education Code sections 44237, 35021.1, 35021.2, and 56366.1 including, but not limited to: obtaining clearance from both the California Department of Justice (hereinafter referred to as "CDOJ") and clearance from the Federal Bureau of Investigation (hereinafter referred to as "FBI") for CONTRACTOR's employees and volunteers who will have or likely may have any direct contact with LEA students. In addition, if CONTRACTOR is located outside of California, then the CONTRACTOR shall also obtain

clearance from its state's department of justice. CONTRACTOR hereby agrees that CONTRACTOR's employees and volunteers shall not come in contact with LEA students, in-person or virtually, until CDOJ, it's state's DOJ, and FBI clearance are ascertained. CONTRACTOR shall certify in writing to LEA that none of its employees, and volunteers, unless CONTRACTOR determines that the volunteers will have no direct contact with students, or subcontractors who may come into contact with LEA students have been convicted of a violent or serious felony as those terms are defined in California Education Code section 44237(h), unless despite the employee's conviction of a violent or serious felony, he or she has met the criteria to be eligible for employment pursuant to California Education Code section 44237(i) or (j). Upon request, clearance certification shall be submitted to the LEA. In addition, CONTRACTOR shall make a request for subsequent arrest service from CDOJ as required by California Penal Code section 11105.2. CONTRACTOR shall certify to LEA that CONTRACTOR'S employees, volunteers, and subcontractors have successful background checks and CONTRACTOR enrolled in subsequent arrest notification service for all employees, volunteers, and subcontractors who may come into contact with LEA students.

Notwithstanding the restrictions on sharing and destroying criminal background check information, CONTRACTOR, upon demand, shall make available to LEA evidence of a successful criminal background check clearance and enrollment in subsequent arrest notification service, as provided, for each owner, operator, employee, volunteer, and subcontractor of the CONTRACTOR. CONTRACTOR is required to retain the evidence on-site, as specified, for all staff, including those licensed or credentialed by another state agency. Background clearances and proof of subsequent arrest notification service, as required by California Penal Code section 11105.2, for all staff shall be provided to the LEA upon request.

45. STAFF QUALIFICATIONS

CONTRACTOR shall ensure that all individuals employed, contracted, and/or otherwise hired by CONTRACTOR to provide classroom and/or individualized instruction or related services hold a license, certificate, permit, or other document equivalent to that which staff in a public school are required to hold in the service rendered consistent with Education Code section 56366.1(n)(1) and are qualified pursuant to Title 34 of the Code of Federal Regulations sections 200.56 and 200.58, and Title 5 of the California Code of Regulations sections 3001(r), 3064 and 3065. Such qualified staff may only provide related services within the scope of their professional license, certification or credential and ethical standards set by each profession, and not assume responsibility or authority for another related services provider or special education teacher's scope of practice.

CONTRACTOR shall ensure that all staff are appropriately credentialed to provide instruction and services to students with the disabling conditions placed in their program/school through documentation provided to the CDE. (Cal. Code Regs., tit. 5, § 3064(a).)

In accordance with California Education Code section 56366.1(a)(5), when CONTRACTOR is a NPS, an appropriately qualified person shall serve as curricular and instructional leader, and be able to provide leadership, oversight and professional development. The administrator of the NPS holds or is in the process of obtaining one of the following: (A) An administrative credential granted by an accredited postsecondary educational institution and two years of experience with pupils with disabilities; (B) A pupil personnel services credential that authorizes school counseling or psychology; (C) A license as a clinical social worker issued by the Board of Behavioral Sciences; (D) A license in psychology regulated by the Board of Psychology; (E) A master's degree issued by an accredited postsecondary institution in education, special education, psychology, counseling, behavioral analysis, social work, behavioral science, or rehabilitation; (F) A credential authorizing special education instruction and at least two years of experience teaching in special education before becoming an administrator; (G) A license as a marriage and family therapist certified by the Board of Behavioral Sciences; (H) A license as an educational psychologist issued by the Board of Behavioral Sciences; or (I) A license as a professional clinical counselor issued by the Board of Behavioral Sciences. (California Education Code §56366.1(a)(5).) CONTRACTOR shall maintain, and provide to the LEA upon request, documentation of its administrator's qualifications in accordance with the above.

CONTRACTOR shall comply with personnel standards and qualifications regarding instructional aides and teacher assistants respectively pursuant to federal requirements and California Education Code sections 45340 *et seq.* and 45350 *et seq.* Specifically, all paraprofessionals, including but not limited to, instructional aides and teacher assistants, employed, contracted, and/or otherwise hired or subcontracted by CONTRACTOR to provide classroom and/or individualized instruction or related services, shall possess a high school diploma (or its recognized equivalent) and at least one of the following qualifications: (a) completed at least two (2) years of study at an institution of higher education; or (b) obtained an associate's (or higher) degree; or (c) met a rigorous standard of quality and can demonstrate, through a formal state or local assessment (i) knowledge of, and the ability to assist in instructing, reading, writing, and mathematics; or (ii) knowledge of, and the ability to assist in instructing, reading readiness, writing readiness, and mathematics readiness, as appropriate. CONTRACTOR shall comply with all laws and regulations governing the licensed professions, including but not limited to, the provisions with respect to supervision.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of California and serving a LEA student shall be certified or licensed by that state where it is located to provide special education and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. § 1400 *et seq.*).

46. VERIFICATION OF LICENSES, CREDENTIALS AND OTHER DOCUMENTS

CONTRACTOR shall submit to LEA a staff list, and copies of all current licenses, credentials, certifications, permits and/or other documents which entitle the holder to provide special education and/or related services by individuals employed, contracted, and/or otherwise hired or sub-contracted by CONTRACTOR. CONTRACTOR shall ensure that all licenses, credentials, permits or other documents are on file at the office of the Sacramento County Superintendent of Schools. CONTRACTOR shall comply with the requirements of Section 44 (Clearance Requirements) and provide LEA with verified dates of Tuberculosis Test clearance for all employees, approved subcontractors and/or volunteers prior to such individuals starting to work with any LEA student.

CONTRACTOR shall monitor the status of licenses, credentials, certifications, permits and/or other documents for all individuals employed, contracted, and/or otherwise hired by CONTRACTOR. CONTRACTOR shall notify LEA and CDE in writing within thirty (30) days when personnel changes occur which may affect the provision of special education and/or related services to LEA students. CONTRACTOR shall notify LEA within thirty (30) days if any such licenses, certifications or waivers are expired, suspended, revoked, rescinded, challenged pursuant to an administrative or legal complaint or lawsuit, or otherwise nullified during the effective period of this Contract. LEA shall not be obligated to pay for any services provided by a person whose such licenses, certifications or waivers are expired, suspended, revoked, rescinded, or otherwise nullified during the period which such person is providing services under this Contract.

CONTRACTOR'S failure to notify LEA and CDE of any changes in credentialing/licensed staff may result in suspension or revocation of CDE certification and/or suspension or and shall be good cause for termination of this Contract by LEA.

CONTRACTOR shall identify to LEA any employee (or CONTRACTOR, if CONTRACTOR is an individual) expected to perform services under this Agreement who is then-receiving California State Teachers' Retirement System ("CalSTRS") benefits, and who may perform creditable service for the LEA as defined in Education Code 22119.5. Identification to LEA shall include the individual's full legal name and STRS and social security identification numbers. Before any services by the individual are provided, the CONTRACTOR shall provide to LEA a signed written confirmation from the individual that he/she is aware of the separation-from-service requirement and earnings limitations imposed by Education Code sections 22714, 24114, 24116, 24214, 24214.5, and 24215. CONTRACTOR shall thereafter provide on a monthly basis to the employee and LEA the actual amounts paid to the individual for services rendered under this Contract, with LEA responsible for reporting the individual's earnings to CalSTRS as required by law or regulation, including but not limited to Education Code section 22461.

47. STAFF ABSENCE

When CONTRACTOR is a NPS and CONTRACTOR's classroom teacher is absent, CONTRACTOR shall provide an appropriately credentialed substitute teacher in the absent teacher's classroom in accordance with California Education Code section 56061. CONTRACTOR shall provide to the LEA documentation of substitute coverage. Substitute teachers shall remain with their assigned class during all instructional time. The LEA shall not be responsible for any payment for instruction and/or services when an appropriately credentialed substitute teacher is not provided in accordance with California Education Code section 56061.

When CONTRACTOR is a NPA and/or related services provider, and CONTRACTOR's service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section 7 of this agreement and as determined by LEA) substitute, unless LEA provides appropriate coverage in lieu of CONTRACTOR's service providers. It is understood that the parent of a LEA student shall not be deemed to be a qualified substitute for their student. LEA will not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. CONTRACTOR shall not "bank" or "carry over" make up service hours under any circumstances, unless otherwise agreed to in writing by CONTRACTOR and authorized LEA representative.

48. STAFF PROFESSIONAL BEHAVIOR WHEN PROVIDING SERVICES AT SCHOOL OR SCHOOL RELATED EVENTS OR AT SCHOOL FACILITY AND/OR IN THE HOME

It is understood that all employees, subcontractors, and volunteers of any certified NPS/A shall adhere to the customary professional and ethical standards when providing services. All practices shall only be within the scope of professional responsibility as defined in the professional code of conduct for each profession as well as any LEA professional standards as specified in Board policies and/or regulations when made available to the CONTRACTOR.

For services provided on a public school campus, CONTRACTOR shall comply with California Penal Code section 627.1 *et seq.*, as well as all other LEA Procedures and school campus-specific policies and procedures regarding visitors to/on school campuses. Such LEA Procedures shall be made available to the CONTRACTOR upon request. It is understood that the LEA public school credentialed classroom teacher is responsible for the instructional program, and all NPA service providers shall work collaboratively with the classroom teacher, who shall remain in charge of the instructional program. Failure to comply with this and all LEA requirements in this regard shall be sufficient cause for LEA to terminate this Contract.

CONTRACTOR providing services outside of the student's school as specified in the IEP shall ensure that at least one Parent of the child or an adult caregiver with written and signed authority to make decisions in an emergency is present during provision of services. The names of any adult caregiver other than the Parent shall be provided to LEA prior to the start of any home-based services, including written and signed authorization in emergency situations. The adult caregiver cannot also be an employee or volunteer associated with the NPS/NPA service provider. All problems and/or concerns reported by CONTRACTOR to Parents, in either verbal or written form, shall also be immediately (within 24 hours) reported to the LEA.

HEALTH AND SAFETY MANDATES

49. HEALTH AND SAFETY

CONTRACTOR shall comply with all applicable federal, State, and local, and laws, regulations, ordinances, policies, and procedures, and LEA Procedures regarding student and employee health and safety. CONTRACTOR shall comply with the requirements of California Education Code sections 35021 *et seq.*, 49406, and Health and Safety Code section 121545(a) regarding the examination of CONTRACTOR's employees and volunteers for tuberculosis. CONTRACTOR shall provide to LEA

documentation for each individual volunteering, employed, contracted, and/or otherwise hired by CONTRACTOR of such compliance before an individual comes in contact with a LEA student.

CONTRACTOR shall comply with OSHA Blood-Borne Pathogens Standards, 29 Code of Federal Regulations (CFR) section 1910.1030 *et seq.* and Cal/OSHA's Blood-Borne Pathogens Standards, Title 8 of the California Code of Regulations section 5193, when providing medical treatment or assistance to a student. CONTRACTOR further agrees to provide annual training regarding universal health care precautions and to post required notices in areas designated in the California Health and Safety Code.

See also the Health and Safety Addendum in Exhibit C.

50. FACILITIES AND FACILITIES MODIFICATIONS

CONTRACTOR shall provide special education and/or related services to students in facilities that comply with all applicable federal, State, and local laws, regulations, and ordinances related, but not limited to: disability access; fire, health, sanitation, and building standards and safety; fire warning systems; zoning permits; and occupancy capacity. When CONTRACTOR is a NPS, CONTRACTOR shall conduct fire drills as required by Title 5 California Code of Regulations section 550. During the duration of this Contract, if CONTRACTOR is subject to fines, penalties and findings of non-compliance, CONTRACTOR shall assume any and all responsibilities for payment of such financial obligations. CONTRACTOR shall also be responsible for any structural changes and/or modifications to CONTRACTOR's facilities as required complying with applicable federal, State, and local laws, regulations, and ordinances. Failure to notify the LEA and CDE of any changes in, major modification or relocation of facilities may result in the suspension or revocation of CDE certification and/or suspension or termination of this Contract by LEA.

In signing this Contract, CONTRACTOR certifies that its facilities either comply with federal and State of California and local laws regarding disability access, or possesses and has available upon demand, a self-evaluation and/or transition plan in accordance with said laws.

51. ADMINISTRATION OF MEDICATION

CONTRACTOR shall comply with the requirements of California Education Code section 49422 *et seq.* when CONTRACTOR serves a LEA student who is required to take prescription and/or over-the-counter medication during the school day. CONTRACTOR may designate personnel to assist the student with the administration of such medication after the student's Parent(s) provides to CONTRACTOR: (a) a written statement from a physician detailing the type, administration method, amount, and time schedules by which such medication shall be taken; and (b) a written statement from the student's Parent(s) granting CONTRACTOR permission to administer medication(s) as specified in the physician's statement. CONTRACTOR shall maintain, and provide to LEA upon request, copies of such written statements. CONTRACTOR shall maintain a written log for each student to whom medication is administered. Such written log shall specify the student's name; the type of medication; the date, time, and amount of each administration; and the name of CONTRACTOR's employee who administered the medication. CONTRACTOR maintains full responsibility for storing medications in a secure location and ensuring appropriate staff training in the administration of such medication consistent with physician's written orders. Any change in medication type, administration method, amount or schedule must be authorized by both a licensed physician and Parent.

52. INCIDENT/ACCIDENT REPORTING

CONTRACTOR shall submit within 24 hours, electronically, any accident or incident report to LEA. CONTRACTOR shall properly submit required accident or incident reports pursuant to and as specified in LEA Procedures.

53. CHILD ABUSE REPORTING

CONTRACTOR hereby agrees to annually train all staff members, including volunteers, so that they are familiar with and agree to adhere to its own child and dependent adult abuse reporting obligations and procedures as specified in California Penal Code section 11164 *et seq.* and Education Code 44691. In addition, CONTRACTOR is to read and become familiar with the LEA's Mandated Child Abuse and Neglect Reporting Policies (BP 5141.4 and AR 5141.4.). To protect the privacy rights of all parties involved (i.e., reporter, child and alleged abuser), reports will remain confidential as required by law and professional ethical mandates. A written statement from CONTRACTOR acknowledging the legal requirements of such reporting and verification of staff adherence to such reporting shall be submitted to the LEA before execution of this Contract and upon subsequent request from LEA.

In the event there is a suspicion of abuse conducted by anyone (students, staff, contractor or others) on or off campus, CONTRACTOR is to file the appropriate report to the Sacramento County Sheriff. CONTRACTOR is also to confidentially notify LEA's Legal Compliance Department ("Legal Compliance") of the report. CONTRACTOR is to cooperate with any investigation conducted by LEA in connection with such report.

54. SEXUAL HARASSMENT

CONTRACTOR shall have a Sexual and Gender Identity Harassment Policy that clearly describes the kinds of conduct that constitutes sexual harassment and that is prohibited by the CONTRACTOR's policy, as well as federal and State law. The policy should include procedures to make complaints without fear of retaliation, and for prompt and objective investigations of all sexual harassment complaints. CONTRACTOR further agrees to provide annual training to all employees regarding the laws concerning sexual harassment and related procedures pursuant to Government Code 12950.1.

55. REPORTING OF MISSING CHILDREN

CONTRACTOR assures LEA that all of its staff members, including volunteers, independent contractors and subcontractors, are familiar with and agree to adhere to requirements for reporting missing children as specified in California Education Code section 49370 *et seq.* A written statement acknowledging the legal requirements of such reporting and verification of staff adherence to such reporting shall be properly submitted to the LEA by CONTRACTOR before execution of this Contract and in response to subsequent requests by LEA. The written statement shall be submitted as specified by LEA.

FINANCIAL

56. ENROLLMENT, CONTRACTING, SERVICE TRACKING, ATTENDANCE REPORTING, AND BILLING PROCEDURES

CONTRACTOR shall assure that the NPS/A has the necessary financial resources to provide an appropriate education for the students enrolled and will distribute those resources in such a manner to implement the IEP and ISA for each and every student.

CONTRACTOR shall comply with all LEA Procedures concerning enrollment, contracting, attendance reporting, service tracking and billing including requirements of electronic billing as specified by LEA Procedures, as well as provide all such records requested by LEA concerning the same. CONTRACTOR shall be paid for the provision of special education and/or related services specified in the LEA student's IEP and ISA which are provided on billable days of attendance. All payments to CONTRACTOR by LEA shall be made in accordance with the terms and conditions of this Contract and in compliance with LEA Procedures, and governed by all applicable federal and State of California laws.

If CONTRACTOR is a NPS, CONTRACTOR shall ensure that the NPS's enrollment procedures include verification of required immunizations (including but not limited to the adolescent pertussis booster vaccination (Tdap) for all students entering the seventh grade).

CONTRACTOR shall maintain separate registers for the basic education program, each related service, and services provided by instructional assistants, behavior intervention aides and bus aides. Original attendance forms (i.e., roll books for the basic education program, service tracking documents and notes for instructional assistants, behavioral intervention aides, bus aides, and each related service) shall be completed by the actual service provider whose signature shall appear on such forms and shall be available for review, inspection, or audit by LEA during the effective period of this Contract and for a period of five (5) years thereafter. CONTRACTOR shall verify the accuracy of minutes of reported attendance that is the basis of services being billed for payment.

CONTRACTOR shall submit invoices and related documents to LEA for payment, for each calendar month when education or related services were provided. Invoices and related documents shall be properly submitted electronically and in addition, on a LEA form with signatures in the manner prescribed by LEA. At a minimum, each invoice must contain the following information: type of service provided; month of service; specific days and times of services coordinated by the LEA approved calendar unless otherwise specified in the IEP or agreed to by the LEA; name of staff who provided the service and the individual's licensing and credentials; approved cost of each invoice; total for each service and total for the monthly invoice; date invoice was mailed; signature of NPS/A administrator authorizing that the information is accurate and consistent with the ISA, CDE certificates and staff notification; verification that attendance report is attached as appropriate; indication of any made-up sessions consistent with this Contract; verification that progress reports have been provided consistent with the ISA (monthly or quarterly unless specified otherwise on the ISA); and name of each LEA student for whom the service was provided.

In the event services were not provided, each invoice shall include the rationale for why the services were not provided.

Such an invoice is subject to all conditions of this Contract. At the discretion of LEA, an electronic invoice may be required provided such notice has been made in writing and training provided to CONTRACTOR at no additional charge for such training.

Invoices shall be submitted no later than thirty (30) days after the end of the attendance accounting period in which the services were rendered. LEA shall make payment to CONTRACTOR based on the number of billable days of attendance and hours of service at rates specified in this Contract within forty-five (45) days of LEA's receipt of properly submitted hard copy of invoices prepared and submitted as specified in California Education Code Section 56366.5. CONTRACTOR shall correct deficiencies and submit rebilling invoices no later than thirty (30) calendar days after the invoice is returned by LEA. LEA shall pay properly submitted re-billing invoices no later than forty-five (45) days after the date a completely corrected re-billing invoice is received by LEA.

In no case shall initial payment claim submission for any Contract fiscal year (July through June) extend beyond December 31st after the close of the fiscal year. In no case shall any rebilling for the Contract fiscal year (July through June) extend beyond six (6) months after the close of the fiscal year unless approved by LEA to resolve billing issues including re-billing issues directly related to a delay in obtaining information from the Commission on Teacher Credentialing regarding teacher qualification, but no later than twelve (12) months from the close of the fiscal year. If the billing or re-billing error is the responsibility of LEA, then no limit is set provided that LEA and CONTRACTOR have communicated such concerns in writing during the 12-month period following the close of the fiscal year. LEA will not pay mileage for NPA employee.

57. RIGHT TO WITHHOLD PAYMENT

LEA may withhold payment to CONTRACTOR when: (a) CONTRACTOR has failed to perform, in whole or in part, under the terms of this Contract; (b) CONTRACTOR has billed for services rendered on days other than billable days of attendance or for days when student was not in attendance and/or did not receive services; (c) CONTRACTOR was overpaid by LEA as determined by inspection, review, and/or audit of its program, work, and/or records; (d) CONTRACTOR has failed to provide supporting documentation with an invoice, as required by EC 56366.5(a); (e) education and/or related services are provided to students

by personnel who are not appropriately credentialed, licensed, or otherwise qualified; (f) LEA has not received prior to school closure or contract termination, all documents concerning one or more LEA students enrolled in CONTRACTOR's educational program; (g) CONTRACTOR fails to confirm a student's change of residence to another district or confirms the change of residence to another district, but fails to notify LEA within five (5) days of such confirmation; (h) CONTRACTOR receives payment from Medi-Cal or from any other agency or funding source for a service provided to a LEA student; or (i) CONTRACTOR fails to provide the required liability/insurance documentation as outlined in Section 15 of this Contract. It is understood that no payments shall be made for any invoices that are not received by six (6) months following the close of the prior fiscal year, for services provided in that year.

Final payment to CONTRACTOR in connection with the cessation of operations and/or termination of a Contract will be subject to the same documentation standards described for all payment claims for regular ongoing operations. In addition, final payment may be withheld by LEA until completion of a review or audit, if deemed necessary by LEA. Such review or audit will be completed within ninety (90) days. The final payment may be adjusted to offset any previous payments to CONTRACTOR determined to have been paid in error or in anticipation of correction of documentation deficiencies by the CONTRACTOR that remain uncorrected.

The amount which may be withheld by LEA with respect to each of the subparagraphs of the preceding paragraph are as follows: (a) the value of the service CONTRACTOR failed to perform; (b) the amount of overpayment; (c) the entire amount of the invoice for which satisfactory documentation has not been provided by CONTRACTOR; (d) the amount invoiced for services provided by the individual not appropriately credentialed, licensed, or otherwise qualified; (e) the proportionate amount of the invoice related to the applicable LEA student for the time period from the date the violation occurred and until the violation is cured; or (f) the amount paid to CONTRACTOR by Medi-Cal or another agency or funding source for the service provided to the LEA student.

If LEA determines that cause exists to withhold payment to CONTRACTOR, LEA shall, within ten (10) business days of this determination, provide to CONTRACTOR written notice that LEA is withholding payment. Such notice shall specify the basis or bases for LEA's withholding payment and the amount to be withheld. Within thirty (30) days from the date of receipt of such notice, CONTRACTOR shall take all necessary and appropriate action to correct the deficiencies that form the basis for LEA's withholding payment or submit a written request for extension of time to correct the deficiencies or submit to LEA written documentation demonstrating that the basis or bases cited by LEA for withholding payment is unfounded. Upon receipt of CONTRACTOR's written request showing good cause, LEA shall extend CONTRACTOR's time to correct deficiencies (usually an additional thirty (30) days), otherwise payment will be denied.

If after subsequent request for payment has been denied and CONTRACTOR believes that payment should not be withheld, CONTRACTOR shall send written notice to LEA specifying the reason it believes payment should not be withheld. LEA shall respond to CONTRACTOR's notice within thirty (30) business days by indicating that a warrant for the amount of payment will be made or stating the reason LEA believes payment should not be made. If LEA fails to respond within thirty (30) business days or a dispute regarding the withholding of payment continues after the LEA's response to CONTRACTOR's notice, CONTRACTOR may invoke the following escalation policy.

After forty-five (45) business days: The CONTRACTOR may notify the LEA's Authorized Representative of the dispute in writing. The LEA Authorized Representative shall respond to the CONTRACTOR in writing within fifteen (15) business days.

After sixty (60) business days: Pursuant to the provisions of Education Code section 56366(c)(2), the LEA or CONTRACTOR may appeal to the Sacramento County Superintendent of Schools so long as the County Superintendent of Schools is not participating in the Local Plan involved in the NPS/A contract to negotiate the contract. Within thirty (30) days of receipt of this appeal, the Sacramento County Superintendent of Schools or a designee, shall mediate the formulation of a contract, which shall be binding on both parties. Alternatively, the parties may agree to retain the services of a mutually agreed upon mediator to negotiate

the contract. Both parties agree to pay for their own costs and expenses arising out of any such mediation. Each party agrees to act in good faith in participating in any mediation process agreed to by the parties.

58. PAYMENT FROM OUTSIDE AGENCIES

CONTRACTOR shall notify LEA when Medi-Cal or any other agency is billed for the costs associated with the provision of special education and/or related services to LEA students. Upon request, CONTRACTOR shall provide to LEA any and all documentation regarding reports, billing, and/or payment by Medi-Cal or any other agency for the costs associated with the provision of special education and/or related services to LEA students. CONTRACTOR shall provide prior written notice of the rights and protections required by Title 34 of the Code of Federal Regulations section 300.154(d) whenever it seeks to use the LEA students' public benefits to pay for special education and related services. Such notice shall be provided before seeking payment from Medi-Cal for the first time and annually.

59. PAYMENT FOR ABSENCES

NONPUBLIC SCHOOL (NPS) STAFF ABSENCE

Whenever a classroom teacher employed by CONTRACTOR is absent, CONTRACTOR shall provide an appropriately credentialed substitute teacher in the absent teacher's classroom in accordance with California Education Code section 56061. CONTRACTOR shall provide to LEA documentation of substitute coverage pursuant to the LEA Procedures. Substitute teachers shall remain with their assigned class during all instructional time. LEA will not pay for instruction and/or services unless said instruction or service is provided by an appropriately credentialed substitute teacher.

Whenever a related service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section 7 of this Contract and as determined by LEA) substitute. LEA will not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided unless otherwise agreed in a LEA student's IEP.

NONPUBLIC SCHOOL (NPS) STUDENT ABSENCE

If CONTRACTOR is a NPS, no later than the tenth (10th) cumulative day of a LEA student's unexcused absence, CONTRACTOR shall notify the LEA of such absence.

Criteria for a billable day for payment purposes is one (1) day of attendance as defined in California Education Code, sections 46010, 46010.3 and 46307. LEA shall not pay for services provided on days that a student's attendance does not qualify for Average Daily Attendance (ADA) reimbursement under state law. *Per Diem* rates for LEA students whose IEPs authorize less than a full instructional day may be adjusted on a pro rata basis in accordance with the actual proportion of the school day the student was served. LEA shall not be responsible for payment of related services for days on which a student's attendance does not qualify for Average Daily Attendance ("ADA") reimbursement under state law, nor shall student be eligible for make-up services.

NONPUBLIC AGENCY (NPA) STAFF ABSENCE

When CONTRACTOR is a NPA and CONTRACTOR's service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section 7 of this Contract and as determined by LEA) substitute, unless LEA provides appropriate coverage in lieu of CONTRACTOR's service providers. LEA shall not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. CONTRACTOR shall not "bank" or "carry over" make up service hours under any circumstances, unless otherwise agreed to in writing by CONTRACTOR and LEA. In the event services were not provided, reasons for why the services were not provided shall be included.

NONPUBLIC AGENCY (NPA) STUDENT ABSENCE

If CONTRACTOR is a NPA, it shall notify LEA of the absence of a LEA student no later than the fifth (5th) consecutive service day of the student's absence. LEA shall not be responsible for the payment of services when a student is absent.

60. LEA and/or NONPUBLIC SCHOOL CLOSURE DUE TO EMERGENCY

The following shall apply in the event of a LEA or NPS school closure due to an emergency in accordance with Education Code sections 41422 and 46392:

- a. If CONTRACTOR remains open, if allowed, during an emergency for the reasons set forth in Education Code section 41422 and serves LEA students appropriately as delineated in the ISA, CONTRACTOR shall receive payment, regardless of whether LEA is open or closed.
- b. If CONTRACTOR is closed during an emergency for the reasons set forth in Education Code section 41422, if LEA is able to obtain alternative placement for the LEA student, CONTRACTOR shall not receive payment for days the student is not in attendance due to CONTRACTOR's NPS closure. If LEA is unable to obtain an alternative placement for the LEA student, CONTRACTOR shall receive payment consistent with the signed ISA, as though the student were continuing in regular attendance, until an alternative placement can be found, so long as CONTRACTOR complies with Section 60(d), below.
- c. If both LEA and CONTRACTOR are closed during an emergency for the reasons set forth in Education Code section 41422, on days LEA is funded, CONTRACTOR shall receive payment consistent with the LEA student's ISA, until an alternative placement for the LEA student can be found so long as CONTRACTOR complies with Section 60(d), below. If LEA is able to obtain an alternative placement for the LEA student, CONTRACTOR shall not receive payment for days the student is not in attendance due to CONTRACTOR'S NPS closure.
- d. CONTRACTOR shall, in the case of school closures during an emergency for the reasons set forth in Education Code section 41422, implement the LEA student's IEP in accordance with Education Code 56345(a)(9) pertaining to emergency conditions and continue implementing ISAs for enrolled students. CONTRACTOR shall ensure its students have reliable internet accessibility as well as the physical technology (i.e. Chromebooks, i-Pad, hot-spots etc.) as required to access and participate.
- e. In the event of CONTRACTOR'S closure during an emergency, LEA reserves the right to withhold payment to CONTRACTOR for instruction and services not rendered pursuant to an LEA student's ISA, consistent with Section 59.

When the emergency school closure is lifted, CONTRACTOR shall notify LEA of any lost instructional minutes for any LEA student. CONTRACTOR and LEAs shall work collaboratively to determine the need for make-up days or service changes, and shall work together to amend IEP and ISA paperwork as appropriate.

61. INSPECTION AND AUDIT

The CONTRACTOR shall maintain and LEA shall have the right to examine and audit all of the books, records, documents, accounting procedures and practices and other evidence that reflect all costs claimed to have been incurred or fees claimed to have been earned under this Contract.

CONTRACTOR shall provide access to LEA to all records including, but not limited to those documents identified in Section 9 of this Contract. CONTRACTOR shall also make available to LEA all budgetary information including operating budgets submitted by CONTRACTOR to LEA for the relevant contract period being audited.

CONTRACTOR shall make all records available at the office of LEA or CONTRACTOR (to be specified by LEA) at all reasonable times and without charge. CONTRACTOR shall provide all records to LEA within five (5) working days of a written request. CONTRACTOR shall, at no cost to LEA, provide assistance for such examination or audit. LEA's rights under this section shall also include access to CONTRACTOR's offices for purposes of interviewing CONTRACTOR's employees. If any document or evidence is stored in an electronic form, a hard copy shall be made available to LEA, unless LEA agrees to the use of the electronic format. Such access shall also include unannounced inspections by LEA.

CONTRACTOR shall obtain from its subcontractors and suppliers written agreements to the requirements of this section and shall provide a copy of such agreements to LEA upon request by LEA.

If an inspection, review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm determines that CONTRACTOR owes LEA monies as a result of CONTRACTOR's over billing or failure to perform, in whole or in part, any of its obligations under this Contract, LEA shall provide to CONTRACTOR written notice demanding payment from CONTRACTOR and specifying the basis or bases for such demand. Unless CONTRACTOR and LEA otherwise agree in writing, CONTRACTOR shall pay to LEA the full amount owed as a result of CONTRACTOR's over billing and/or failure to perform, in whole or in part, any of its obligations under this Contract, as determined by an inspection, review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm. CONTRACTOR shall make such payment to LEA within thirty (30) days of receipt of LEA's written notice demanding payment.

62. RATE SCHEDULE

The attached Rate Schedule (Exhibit A) limits the number of LEA students that may be enrolled and maximum dollar amount of the Contract. It may also limit the maximum number of LEA students that can be provided specific services. Per Diem rates for LEA students whose IEPs authorize less than a full instructional day may be adjusted proportionally. In such cases only, the adjustments in basic education rate shall be based on the required minimum number of minutes per grade level as set forth in paragraph 23, above, and noted in California Education Code Section 46200-46208.

Special education and/or related services offered by CONTRACTOR shall be provided by qualified personnel as per State and federal law, and the codes and charges for such educational and/or related services during the term of this Contract, shall be as stated in Exhibit A.

When CONTRACTOR is a NPS associated with a RTC ("NPS/RTC"), Educationally Related Mental Health Services ("ERMHS") are provided in an integrated, intensive, educationally related therapeutic residential setting which includes social emotional/behavior support through individual counseling, group counseling, family consultation and support, as appropriate. It is a collaborative model which includes educational professionals and related service providers, where all supports and services are integrated in the NPS/RTC program. Costs for ERMHS are all inclusive and combined with the daily rate as ERMHS+RB ("ERMHS + Room and Board"). ERMHS plus Room and Board payments are based on positive attendance (payable for up to a maximum of 365 days) only, with up to a maximum of 10 days payment per LEA student, per contract year, when a bed is unoccupied, for home visits of a therapeutic nature. Any NPS or RTC requesting a change in rate for any services provided during a subsequent contract year must make a request in writing to the Sacramento County SELPA Directors, with a copy sent to LEA Director or designee, by January 15th of each calendar year. Increases will only be considered for approval for entities that have received a positive review on the LEA's Quality On-Site NPS Review Rubric.

63. DEBARMENT CERTIFICATION

By signing this Contract, CONTRACTOR certifies that:

- (a) CONTRACTOR and any of its shareholders, partners, or executive officers are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by

any federal agency, and

- (b) CONTRACTOR and any of its shareholders, partners, or executive officers have not, within a three-year period preceding this Contract, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, any state or local government contract or subcontract; violation of federal or any state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses.

The parties hereto have executed this Contract by and through their duly authorized agents or representatives. This Contract is effective on the 1st day of July, 2024 and terminates at 5:00 P.M. on June 30, 2025, unless sooner terminated as provided herein.

CONTRACTOR

LEA

Nonpublic School/Agency

Sacramento City Unified School District

By:

Signature

Date

By:

Signature

Date

By:

Name and Title of Authorized Representative

Name and Title of Authorized Representative

Notices to CONTRACTOR shall be addressed to:

Notices to LEA shall be addressed to:

Name and Title

Name and Title

Nonpublic School/Agency/Related Service Provider

LEA

Address

Address

City

State

Zip

City

State

Zip

Phone

Fax

Phone

Fax

Email*

(*Required)

Email

Additional LEA Notification
(Required if Completed)

Name and Title

LEA

Address

City

State

Zip

Phone

Fax

Email

EXHIBIT A: 2024-2025 RATES

4.1 RATE SCHEDULE FOR CONTRACT YEAR

The CONTRACTOR: _____

The CONTRACTOR CDS NUMBER: _____

PER ED CODE 56366 – TEACHER-TO-PUPIL RATIO: _____

Maximum Contract Amount:

Education service(s) offered by the CONTRACTOR and the charges for such service(s) during the term of this contract shall be as follows:

- 1) Daily Basic Education Rate:

- 2) Inclusive Education Program
 (Includes Educational Counseling (not ed related mental health) services, Speech & Language services, Behavior Intervention Planning, and Occupational Therapy as specified on the student’s IEP.) DAILY RATE:

- 3) Related Services

<u>SERVICE</u>	<u>RATE</u>	<u>PERIOD</u>
<u>Intensive Individual Services (340)</u>	_____	_____
<u>Language and Speech (415)</u>	_____	_____
<u>Adapted Physical Education (425)</u>	_____	_____
<u>Health and Nursing: Specialized Physical Health Care (435)</u>	_____	_____
<u>Health and Nursing: Other Services (436)</u>	_____	_____
<u>Assistive Technology Services (445)</u>	_____	_____
<u>Occupational Therapy (450)</u>	_____	_____
<u>Physical Therapy (460)</u>	_____	_____
<u>Individual Counseling (510)</u>	_____	_____
<u>Counseling and Guidance (515)</u>	_____	_____
<u>Parent Counseling (520)</u>	_____	_____
<u>Social Work Services (525)</u>	_____	_____
<u>Psychological Services (530)</u>	_____	_____
<u>Behavior Intervention Services (535)</u>	_____	_____
<u>Specialized Services for Low Incidence Disabilities (610)</u>	_____	_____
<u>Specialized Deaf and Hard of Hearing (710)</u>	_____	_____
<u>Interpreter Services (715)</u>	_____	_____
<u>Audiological Services (720)</u>	_____	_____

Specialized Vision Services (725)		
Orientation and Mobility (730)		
Specialized Orthopedic Services (740)		
Reader Services (745)		
Transcription Services (755)		
Recreation Services, Including Therapeutic (760)		
College Awareness (820)		
Work Experience Education (850)		
Job Coaching (855)		
Mentoring (860)		
Travel Training (870)		
Other Transition Services (890)		
Other (900)		
Other (900)		

EXHIBIT B: 2024-2025 ISA

INDIVIDUAL SERVICES AGREEMENT (ISA) FOR NONPUBLIC, NONSECTARIAN SCHOOL SERVICES
(Education Code Sections 56365 et seq.)

This agreement is effective on July 1, 2024 or the date student begins attending a nonpublic school or receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 2025, unless sooner terminated as provided in the Master Contract and by applicable law.

Local Education Agency _____ Nonpublic School _____

LEA Case Manager: Name _____ Phone Number _____

Pupil Name _____ Sex: M F Grade: _____
(Last) (First) (M.I.)

Address _____ City _____ State/Zip _____

DOB _____ Residential Setting: Home Foster LCI # _____ OTHER _____

Parent/Guardian _____ Phone () _____ () _____
(Residence) (Business)

Address _____ City _____ State/Zip _____
(If different from student)

AGREEMENT TERMS:

1. *Nonpublic School:* The average number of minutes in the instructional day will be: _____ during the regular school year
_____ during the extended school year
2. *Nonpublic School:* The number of school days in the calendar of the school year are: _____ during the regular school year
_____ during the extended school year
3. *Educational services as specified in the IEP shall be provided by the CONTRACTOR and paid at the rates specified below.*

A. **INCLUSIVE AND/OR BASIC EDUCATION PROGRAM RATE:** (Applies to nonpublic schools only): Daily Rate: _____

Estimated Number of Days _____ **x Daily Rate** _____ = **PROJECTED BASIC EDUCATION COSTS** _____

B. RELATED SERVICES:

SERVICE	Provider			# of Times per wk/mo/yr., Duration; or per IEP; or as needed	Cost per session	Maximum Number of Sessions	Estimated Maximum Total Cost for Contracted Period
	LEA	NPS	OTHER Specify				
Intensive Individual Services (340)							
Language/Speech Therapy (415) a. Individual b. Group							
Adapted Physical Ed. (425)							
Health and Nursing: Specialized Physical Health Care (435)							
Health and Nursing Services: Other (436)							
Assistive Technology Services (445)							
Occupational Therapy (450)							
Physical Therapy (460)							
Individual Counseling (510)							
Counseling and guidance (515).							
Parent Counseling (520)							

SERVICE	Provider			# of Times per wk/mo/yr., Duration; or per IEP; or as needed	Cost per session	Maximum Number of Sessions	Estimated Maximum Total Cost for Contracted Period
	LEA	NPS	OTHER Specify				
Social Work Services (525)							
Psychological Services (530)							
Behavior Intervention Services (535)							
Specialized Services for Low Incidence Disabilities (610)							
Specialized Deaf and Hard of Hearing Services (710)							
Interpreter Services (715)							
Audiological Services (720)							
Specialized Vision Services (725)							
Orientation and Mobility (730)							
Braille Transcription (735)							
Specialized Orthopedic Service (740)							
Reader Services (745)							
Note Taking Services (750)							
Transcription Services (755)							
Recreation Services (760)							
College Awareness Preparation (820)							
Vocational Assessment, Counseling, Guidance and Career Assessment (830)							
Career Awareness (840)							
Work Experience Education (850)							
Mentoring (860)							
Agency Linkages (865)							
Travel Training (870)							
Other Transition Services (890)							
Other (900)J							
Other (900)							
Transportation-Emergency b. Transportation-Parent							
Bus Passes							
Other							

ESTIMATED MAXIMUM RELATED SERVICES COSTS _____

EXHIBIT C: HEALTH AND SAFETY ADDENDUM

1. CONTRACTOR shall comply with any and all local, federal, and/or state guidelines and/or regulations regarding workplace health and safety, including but not limited to any guidelines or regulations regarding the COVID-19 pandemic, and CONTRACTOR shall be solely responsible for implementing any and all requirements imposed by such local, federal, and/or state guidelines and/or regulations. CONTRACTOR acknowledges and agrees that LEA, at its sole discretion, may impose additional requirements on all Contractors and their employees and/or subcontractors while they are present on LEA sites and/or property or during any interactions with LEA staff and students to comply with applicable regulations related workplace health and safety and/or to further LEA's efforts to provide a safe environment on its property. CONTRACTOR shall comply with any such additional LEA requirements. CONTRACTOR will, at its own cost and expense, review, follow, implement, and monitor safety and health measures as part of LEA's health and safety plans, policies and procedures and/or local, federal and/or state guidelines and regulations, including but not limited to vaccinations, testing, social distancing, face coverings, and sanitation.
2. CONTRACTOR's responsibility for the Clearance Requirements identified in Section 44 of the Master Contract extends to all of its employees, subcontractors, volunteers, employees of subcontractors, and anyone acting on behalf of CONTRACTOR who comes into contact with LEA students and/or staff regardless of whether they are designated as employees or as acting as independent contractors of the CONTRACTOR.
3. CONTRACTOR recognizes that there is presently an element of risk of COVID-19 or other related or similar pandemics transmission inherent in visiting public spaces, such as LEA's facilities and grounds, and/or engaging in activities, gatherings, or events with or within proximity of others, including, without limitation, accident, personal or bodily injury, illness, viral or bacterial exposure or infection, and/or death, and that engaging in such activities may be dangerous. CONTRACTOR agrees that LEA cannot ensure the safety of CONTRACTOR or any of its employees, subcontractors, volunteers, employees of subcontractors, or anyone acting on behalf of Contractor from the risks of COVID-19 or other related or similar pandemics. CONTRACTOR has reviewed and understands the risks reflected in the local, state, and federal alerts, guidelines, and regulations. CONTRACTOR assumes all risks, known and unknown to it, its employees, subcontractors, volunteers, employees of subcontractors, or anyone acting on behalf of CONTRACTOR arising from CONTRACTOR's provision of services pursuant to this Master Contract, including risks related to COVID-19. CONTRACTOR assumes full responsibility for any sickness, hospitalization, bodily injury, death, loss of personal property, quarantines, and all related costs and expenses incurred by CONTRACTOR, CONTRACTOR's employees, subcontractors, volunteers, employees of subcontractors, or anyone acting on behalf of CONTRACTOR arising from CONTRACTOR's provision of services pursuant to this Master Contract.
4. Pursuant to the indemnification requirements in this Master Contract, CONTRACTOR shall indemnify, hold harmless, and defend LEA from any damage, harm, or claim arising from CONTRACTOR's compliance or lack of compliance, with the requirements set forth in this Addendum. Additionally, if CONTRACTOR does not comply with any requirement set forth in this Addendum, then LEA may terminate this Agreement immediately, and CONTRACTOR shall be solely responsible for any and all associated costs, harm, or damage, incurred by LEA related to this breach.
5. In the event any provision or part of this Addendum is found to be invalid or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not be affected or impaired in anyway and shall continue on with full force and effect.

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Sacramento City Unified School District - 287444

Reference ID: 663409

5735 47th Ave
Sacramento, CA 95824-4528
Contact: Ed Eldridge - (916) 643-7400
Email: ed-eldridge@scusd.edu

Quote Summary

School Count: 1

Renaissance Products & Services Total	\$960,884.76
Shipping and Processing	\$0.00
Sales Tax	\$0.00
Grand Total	USD \$960,884.76

This quote includes: DnA.


By signing below, Customer:

- acknowledges that the Person signing this Quote is authorized to do so;
- agrees that this Quote, any other quotes issued to Customer during the Subscription Period and Customer and its Authorized Users access to and use of the Products and Services are subject to the Renaissance Terms of Service and License located at <https://doc.renlearn.com/KMNet/R62416.pdf> which are incorporated herein by reference;
- acknowledges receipt of the Notice of Renaissance's Practices Relating to Children's Online Privacy <https://docs.renaissance.com/R63870> directed to you as the school official responsible for authorizing the use of the Renaissance Products and Services in the educational context.

To accept this offer and place an order, [please sign and return this Quote.](#)

Renaissance will issue an invoice for this Quote on the earlier of (a) the date You specify below or (b) the day before Your Subscription Period starts (Invoice Date). If You require a purchase order, You agree to provide one to Renaissance at least 15 days before the Invoice Date. You also agree to pay the invoice within 30 days of the Invoice Date.

Please check here if your organization requires a purchase order prior to invoicing: []

Renaissance Learning, Inc.	Sacramento City Unified School District - 287444
	By:
Name: Ted Wolf	Name:
Title: VP - Corporate Controller	Title:
Date: 4/19/2024	Date:
	Invoice Date:

Email: electronicorders@renaissance.com

If your billing address is different from the address at the top of this Quote, please add that billing address below.

Bill To:

If changes are necessary, or additional information is required, please contact your account executive Matt Creech at (702)867-0291, Thank You.

Use your Prop 98 funding to lock in multi-year discounts on the solutions you need.

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

All quotes and orders are subject to availability of merchandise. This Quote is valid for 60 days from the date under Renaissance's signature. Professional development expires one year from purchase date. Alterations to this quote will not be honored without Renaissance approval. Please note: Any pricing or discount indicated is subject to change with alterations to the quote. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order.

United States government and agency transactions into Arizona: The Tax or AZ-TPT item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Arizona Transaction Privilege Tax ("TPT"). The incidence of the TPT is on Renaissance Learning for the privilege of conducting business in the State of Arizona. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Hawaii residents only: Orders shipped to Hawaii residents will be subject to the 4.166% (4.712% O'ahu Is.) Hawaii General Excise tax. United States government and agency transactions into Hawaii: The Tax or General Excise Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Hawaii General Excise Tax. The incidence of the General Excise Tax is on Renaissance Learning for the privilege of conducting business in the State of Hawaii. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

New Mexico residents only: Orders shipped to New Mexico residents will be subject to the 5.125% (Location Code: 88-888) Gross Receipts tax. United States government and agency transactions into New Mexico: The Tax or Gross Receipts Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the New Mexico Gross Receipts Tax. The incidence of the Gross Receipts Tax is on Renaissance Learning for the privilege of conducting business in the State of New Mexico. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply. Starting July 1, 2021 New Mexico requires sellers to collect tax on the state and local rate. This varies depending on the city and county.

Students can become their most amazing selves — only when teachers truly shine. Renaissance amplifies teachers' effectiveness in the classroom — transforming data into actionable insights to improve learning outcomes. Remember, we're here to ensure your successful implementation. Please allow 30-90 days for installation and set-up.

Quote Details

Sacramento City Unified School District - 287444

Products & Services	Subscription Period	Quantity	Unit Price	Discount	Total
Quote Year 1					
Applications					
Inspect Plus	07/01/2024 - 06/30/2025	39,099	\$2.41	\$0.00	\$94,228.59
DnA, Software License	07/01/2024 - 06/30/2025	39,099	\$5.36	\$0.00	\$209,570.64
Data Integration Services					
Custom Data Integration Level 2 Maintenance	07/01/2024 - 06/30/2025	1	\$4,375.00	\$0.00	\$4,375.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	\$0.00	\$0.00	\$0.00
Quote Year 1 Subtotal				\$0.00	\$308,174.23
Quote Year 2					
Applications					
Inspect Plus	07/01/2025 - 06/30/2026	39,099	\$2.51	\$0.00	\$98,138.49
DnA, Software License	07/01/2025 - 06/30/2026	39,099	\$5.57	\$0.00	\$217,781.43
Data Integration Services					
Custom Data Integration Level 2 Maintenance	07/01/2025 - 06/30/2026	1	\$4,375.00	\$0.00	\$4,375.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	\$0.00	\$0.00	\$0.00
Quote Year 2 Subtotal				\$0.00	\$320,294.92
Quote Year 3					
Applications					
Inspect Plus	07/01/2026 - 06/30/2027	39,099	\$2.60	\$0.00	\$101,657.40
DnA, Software License	07/01/2026 - 06/30/2027	39,099	\$5.79	\$0.00	\$226,383.21
Data Integration Services					
Custom Data Integration Level 2 Maintenance	07/01/2026 - 06/30/2027	1	\$4,375.00	\$0.00	\$4,375.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	\$0.00	\$0.00	\$0.00
Quote Year 3 Subtotal				\$0.00	\$332,415.61
Sacramento City Unified School District Total				\$0.00	\$960,884.76

Renaissance

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Quote
3120556

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Epoch Education
5627 Telegraph Avenue, #220
Oakland, CA 94609
510-338-7924
hello@epocheducation.com
www.epocheducation.com



Contract for Services Sacramento City USD

Prepared for 2024-25

▼ General Provisions

1. This Contract is entered into this June 14, 2024 between **Sacramento City USD** (hereinafter referred to as "CLIENT") and **Epoch Education, Inc.** (hereinafter referred to as "COMPANY") for the purpose of providing services to CLIENT as outlined in this Contract.

2. **Compliance with Laws, Statutes, Regulations, CLIENT Policies and Procedures**

During the term of this contract unless otherwise agreed, COMPANY shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies, and regulations. COMPANY shall also comply with all CLIENT policies and procedures unless, taking into consideration all of the surrounding facts and circumstances, a policy or policies or a portion of a policy does not reasonably apply to COMPANY.

3. Term and Conditions of Contract

The term ("Term") of this CONTRACT shall **commence on** July 1, 2024 and shall **end on** June 30, 2025.

Client shall be truthful with COMPANY, cooperate with COMPANY in its provision of services under this Contract, keep COMPANY informed of key developments impacting the provision of services under this Contract, perform the obligations it has agreed to perform under this Contract and pay COMPANY bills in a timely manner.

4. Exclusive Contract

This Contract is the entire agreement between COMPANY and CLIENT.

5. Modifying the Contract

This Contract may be modified by a writing signed by both parties or as provided for in Article 12. If COMPANY also signs an Independent Contractor Agreement ("ICA") provided by CLIENT, the provisions in #7 – Ownership of Material and #13 – Termination, of this Contract shall supersede any conflicting provisions in CLIENT'S ICA.

6. Headings

The headings used in this Contract are for convenience only and shall not be used to limit or construe the contents of this Contract.

7. Ownership of Materials

The COMPANY shall retain the creative rights to all original materials, data and similar items, produced by the COMPANY hereunder in connection with the Services under this Contract. All services and software used by the COMPANY shall at all times be the sole property of the COMPANY and under no circumstances shall CLIENT have any interest in or rights to the title to such materials, or software. CLIENT acknowledges that the COMPANY may use and modify existing materials for CLIENT'S benefit and that CLIENT holds no rights to such materials.

▼ Administration of Contract

8. Notices

All notices required to be given pursuant to the terms hereof shall be in writing and may be delivered in person or by certified or registered mail, postage prepaid.

If mailed or delivered by hand, notice shall be effective as of the date of receipt by addressee. All notices mailed to CLIENT shall be addressed to the person and address as indicated on the Notice page of the Contract. Notices to COMPANY shall be addressed as indicated on Notice page of this Contract.

9. Severability Clause

If any provision of this Contract shall be held to be illegal, invalid or unenforceable, such provision shall be fully severable, and this Contract shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of this Contract, the remaining provisions of this Contract shall remain in full force and effect.

10. Successors in Interest

This Contract binds COMPANY's successors and assignees.

11. Venue and Governing Law

The laws of the State of California shall govern the terms and conditions of this Contract.

12. Modifications and Amendments Required to Conform to Administrative Guidelines

This Contract may be modified or amended by the CLIENT to conform to administrative and statutory guidelines issued by any state, federal or local governmental agency. The CLIENT shall provide the COMPANY thirty (30) days' notice of any such changes or modifications made to conform to administrative or statutory guidelines and a copy of the statute or

regulation upon which the modification or changes are based. The COMPANY and CLIENT may otherwise amend or modify this Contract by mutually agreeing to such amendment or modification in a written agreement signed by both parties at any time.

13. Termination

Either party may terminate this Contract on or after the thirtieth (30th) day after such party gives the other party written notice by mail or email of a material breach by other party, unless such breach is cured within thirty (30) days following the breaching party's receipt of such written notice.

This Contract may be terminated without cause by CLIENT upon fourteen (14) days written notice to the COMPANY. In the event of a termination without cause, the CLIENT shall pay COMPANY for all services performed and all expenses incurred under this Contract supported by documentary evidence, including payroll records, and expense reports up until the date of notice of termination. The COMPANY will provide CLIENT with documentary evidence of charges incurred up until the date of termination within a reasonable time upon the request of the CLIENT and payment will be expected in full within thirty (30) days from the date such documentary evidence is provided.

Under no circumstances will the COMPANY give refunds of monies paid for any Services provided, as defined in Article 21 of this Contract. If CLIENT does not pay for such work upon the COMPANY'S demand and within 30 days, the COMPANY reserves the right to pursue the options for relief explained in Article 15 of this Contract. The CLIENT's termination of the Contract shall in no way affect either party's obligation to hold harmless and indemnify the other party in accordance with Article 18 of this Contract.

14. Handling of Disputes.

Any disputes or disagreements between COMPANY and CLIENT regarding implementation or interpretation of this Contract, or otherwise relating to this Contract, that are not informally voluntarily resolved shall be addressed and/or resolved as set forth in this section and section 15 below of the Contract. The provision in this section of the Contract and section 15 below shall apply to all disputes and disagreements related to events that occur and/or injuries that are incurred and/or commence during the term of this Contract, even if the party claiming injury first discovers the events and/or injuries giving rise to the disagreement or dispute or first notifies the other party of the disagreement or dispute, after expiration of this Contract. For purposes of this section of the Contract, the term "injury" shall include monetary and/or non- monetary injuries.

The party claiming injury as a result of the facts underlying the dispute or disagreement shall first attempt to resolve the dispute directly between senior level representatives of the parties. If CLIENT is the party claiming injury, CLIENT shall notify COMPANY'S senior level representative of the existence of a disagreement or dispute and attempt to resolve the matter informally. If COMPANY is the party claiming injury, COMPANY shall notify the CLIENT'S senior level representative of the existence of a disagreement or dispute and attempt to resolve the matter informally.

The Parties further agree that any dispute regarding this Contract, and any claim made by CLIENT for return of monies paid to the COMPANY, shall be handled in accordance with applicable State and Federal laws. CLIENT agrees that it is liable to pay the COMPANY for the work already performed as of the time of the cancellation request, as indicated in Article 20 of this Contract. The COMPANY will provide CLIENT with an itemization of days spent within a reasonable time upon the request of the CLIENT and payment will be expected in full within thirty (30) days from the date such itemization is provided. If CLIENT does not pay for such work upon the COMPANY'S demand and within 30 days, the COMPANY reserves the right pursue the options for relief explained in Article 15 of this Contract.

15. **Arbitration**

If a dispute arises under this Contract that cannot be resolved informally, the parties agree to resolve the dispute with the help of a mutually agreed-upon mediator in the Greater San Francisco Bay Area, California. Any costs and fees other than attorney fees associated with the mediation shall be shared equally by the parties. If it proves impossible to arrive at a mutually satisfactory solution through mediation, the parties agree to submit the dispute to a mutually agreed-upon arbitrator in the Greater San Francisco Bay Area, California. Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction to do so. Costs of arbitration, including attorney fees, will be allocated by the arbitrator.

16. **Insurance**

COMPANY shall procure and maintain, for the duration of the Contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with performance under this Contract by COMPANY, its agents, representatives, or employees.

- COMPANY shall maintain limits of insurance no less than:
Commercial General Liability: \$2,000,000 per occurrence for bodily injury and property damage, personal injury and completed operations. If Commercial General Liability Insurance or other form with a general aggregate limit is used, the general aggregate limit shall be twice the required occurrence limit (\$2,000,000).
- Insurance is to be placed with insurers admitted by the State of California and with a current A.M. Best's rating of no less than A-: VII, unless otherwise acceptable to the CLIENT.

If CLIENT or COMPANY determines that change in insurance coverage obligations under this section is necessary, either party may reopen negotiations to modify the insurance obligations.

17. **Independent Company**

It is expressly understood and agreed to by both parties that COMPANY, while carrying out and complying with any of the terms and conditions of this Contract, is an independent COMPANY and is not an employee of the Client. At times, it may be necessary for COMPANY to consult and/or collaborate with trainers with specialized expertise and to have said trainers co-present or present on behalf of COMPANY.

18. Indemnification and Hold Harmless

COMPANY shall indemnify and hold CLIENT and their Board Members, administrators, employees, agents, attorneys, volunteers, and subcontractors ("CLIENT Indemnities") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent or willful act or omission of COMPANY, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding, CLIENT and CLIENT Indemnities).

CLIENT shall indemnify and hold COMPANY and its Board Members, administrators, employees, agents, attorneys, and subcontractors ("COMPANY Indemnities") harmless against all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of this Contract or its performance, to the extent that such loss, expense, damage or liability was proximately caused by the negligent or willful act or omission of CLIENT, including, without limitation, its agents, employees, subcontractors or anyone employed directly or indirectly by it (excluding COMPANY and/or any COMPANY Indemnities).

19. Non-Discrimination

COMPANY shall not unlawfully discriminate on the basis of any characteristic protected under the laws of the State of California, including, but not limited to, race, religion, sex, national origin, age, sexual orientation, or disability in employment or operation of its programs.

▼ Compensation

20. Rates

Consultation and Technical Assistance: CLIENT shall pay COMPANY a total amount of **\$779,700** for services provided under this Contract.

CLIENT agrees to reimburse COMPANY for actual and necessary expenses and costs with respect to providing the above services, including support services such as copying costs, express postage and facsimile transmittals. CLIENT agrees that such actual and necessary expenses may vary according to special circumstances necessitated by request of CLIENT or by emergency conditions, which occasionally arise.

COMPANY shall invoice CLIENT **\$194,925** on August 16, 2024 and the remainder as follows:

\$194,925 on October 15, 2024;

\$194,925 on January 15, 2025 and

\$194,925 on March 14, 2025.

Total Contract Amount: Not to exceed **\$779,700**.

▼ Work to be Performed

21. Services to be rendered to CLIENT by the COMPANY as described below:

▼ Compassionate Dialogue® **Implementation Coaching Series**

This coaching/implementation series supports participants who have learned the RIR Protocol™ tools to:

- 1) Continue their personal self-reflection/growth around equity issues
- 2) Lead equity conversations in their sphere of influence
- and/or 3) Collaboratively address an organizational issue/focus area



- 5 × 2-hour session series x 3 cohorts
- 1 facilitator

Cohorts:

- IAS - Potential focus area: Culturally responsive coaching support.
- C&I - Potential focus area: Anti-bias, anti-racist coaching (literacy as liberation lens).
- AOLT - Potential focus area: Strategic collaboration coaching for cross department alignment.

Cost: \$126,000 (\$42,000/cohort)

▼ **Equity Intro Series**

Overview:

Develop a Compassionate Mindset

Learn self-reflection and regulations skills, learn and implement the RIR Protocol™ tools to identify and address biases and deficit beliefs.

Learn Compassionate Dialogue®

Use the RIR Protocol™ tools to build the skills for effective communication and successful team collaboration

Practice with the RIR Protocol™

Participants will have an opportunity to practice the RIR Protocol™ tools with examples specific to their roles and organization.



- 4 × 2-hour sessions
- 1 facilitator

Cohorts

- Human Resources Leadership
- Human Resources Staff
- Communications
- Early Learning and Care
- Attendance
- Yard Duty
- New Staff (Site leaders/staff cross section)
- AP/SICs (One remaining cohort)

Cost: \$280,000 (\$35,000/cohort)

▼ Equity Intro Series

Overview:

Develop a Compassionate Mindset

Learn self-reflection and regulations skills, learn and implement the RIR Protocol™ tools to identify and address biases and deficit beliefs.

Learn Compassionate Dialogue®

Use the RIR Protocol™ tools to build the skills for effective communication and successful team collaboration

Practice with the RIR Protocol™

Participants will have an opportunity to practice the RIR Protocol™ tools with examples specific to their roles and organization.



- 4 × 2-hour sessions
- 1 facilitator

Cohorts

- Special Education Leadership

Cost: \$0 (Already paid in 2023-24 Contract)

▼ Equity Intro Series (Custom)

Overview:

Develop a Compassionate Mindset

Learn self-reflection and regulations skills, learn and implement the RIR Protocol™ tools to identify and address biases and deficit beliefs.

Learn Compassionate Dialogue®

Use the RIR Protocol™ tools to build the skills for effective communication and successful team collaboration

Practice with the RIR Protocol™

Participants will have an opportunity to practice the RIR Protocol™ tools with examples specific to their roles and organization.



- 1 × 4-hour sessions x 9 cohorts
- 1 facilitator

Cohorts

- Nutrition (6 cohorts)
- Transportation (3 cohorts)

Cost: \$220,500 (\$315,000 - \$94,500 Discount)*

▼ Compassionate Dialogue® **Practice Sessions**

Participants will review the RIR Protocol™ tools and will have an opportunity to practice implementing them with examples specific to their roles and organization.



- 5 × 2-hour session series
- up to 50 participants
- 1 facilitator

Special Education Leadership

Cost: \$42,000/cohort

▼ Compassionate Dialogue® **Practice Sessions (Custom Schedule)**

Participants will review the RIR Protocol™ tools and will have an opportunity to practice implementing them with examples specific to their roles and organization.



- 1 × 3-hour session (June 2024)
- 3 × 1-hour sessions (during regular Cabinet sessions)
- 1 facilitator

Cohort:

- Cabinet

Cost: \$0 (Already paid in 2023-24 Contract)

▼ **Compassionate Dialogue® Practice Sessions**

Participants will review the RIR Protocol™ tools and will have an opportunity to practice implementing them with examples specific to their roles and organization.



- 4 × 2-hour session series
- up to 50 participants
- 1 facilitator

Cross-Division Cohort(s) TBD

Cost: \$35,000/cohort

▼ **Compassionate Dialogue® Practice Session (Custom Schedule)**

Participants will review the RIR Protocol™ tools and will have an opportunity to practice implementing them with examples specific to their roles and organization.



- 2 × 2-hour in-person sessions x 6 cohorts
- 1 facilitator

Cohorts

- Custodial #1
- Custodial #2
- Maintenance #1
- Maintenance #2
- Business Services
- SPOM/Facilities Managers

Cost: \$105,000 (\$17,500/cohort)

▼ Compassionate Dialogue® **Practice Session (Custom Schedule)**

Participants will review the RIR Protocol™ tools and will have an opportunity to practice implementing them with examples specific to their roles and organization.



- 1 × 2-hour in-person session x 2 cohorts (Fall)
- 1 × 2-hour in-person session x 2 cohorts (Spring)
- 1 facilitator

Cohorts

- Enrollment Center - Potential focus area: Building colleague, student and family relationships.
- Office Managers - Potential focus area: Building colleague, student and family relationships.

Cost: \$35,000 (\$17,500/cohort)

▼ **Compassionate Dialogue® Learning and Practice Virtual Session (Custom)**

Participants will review the RIR Protocol™ tools and will have an opportunity to practice implementing them with examples specific to their roles and organization.



- 4 × 2-hour virtual sessions (Fall)
- 4 × 2-hour virtual sessions (Spring)
- 1 facilitator

Audience

- Certificated staff PL Catalogue

Cost: \$26,000 (\$6500/content+practice sessions)

▼ **Coherence**

Strategic development, planning and coaching with District Office Leadership.

Cost: \$50,000

▼ **Returning Client Discount**

Thank you for being a valued partner.

*30% discount applied to Nutrition Services & Transportation Services August PD cohorts.

20% discount will be applied to the remainder of the contract .

▼ **Signature**

The parties hereto have executed this Contract by and through their duly authorized agents or representatives.



Epoch Education	Sacramento City USD
Signed by: Susan Callender, Operations Officer	Signed by:
Date: June 14, 2024	Date:

▼ **Notices**

Notices to COMPANY shall be addressed to:	Notices to CLIENT shall be addressed to:
Epoch Education	Sacramento City USD
Susan Callender, Operations Officer	
5627 Telegraph Ave. #220 Oakland, CA 94609	5022 58th Street Sacramento, CA 95820
susan@epocheducation.com	



Document 00 63 63

CHANGE ORDER FORM

Sacramento City Unified School District
 5735 47th Avenue
 Sacramento, CA 95824

CHANGE ORDER NO.:
#001

CHANGE ORDER

Project: Bret Harte Elementary Playground
Bid No.: 0029-401

Date: May 17, 2024
DSA File No.: 34-53
DSA Appl. No.: 02-120968

The following parties agree to the terms of this Change Order:

Owner: Sacramento City USD
 5735 47th Ave
 Sacramento, CA 95824
Architect: Studio W. Associates
 1930 H St
 Sacramento, CA 95811

Contractor: Lamon Construction
 871 Von Geldern Way
 Yuba City, CA 95991
Construction Manager: Kitchell
 2450 Venture Oaks Way, Ste 500
 Sacramento, CA 95833

Reference	Description	Cost	Days Ext.
AED #001 Requested by: Lamon Construction Performed by: Sierra Traffic Markings	At Bret Harte , Lamon Construction requested that the AC Seal Coat Scop of work be deleted from Project because it was not necessary.	\$ (21,401.79)	0
AED #002 Requested by: Lamon Construction Performed by: Lamon Construction	At Bret Harte , Lamon Construction requested that the Gas Line Replacement Scope be deleted, due to existing conditions.	\$ (20,400.00)	0
AED #003 Requested by: Lamon Construction Performed by: Shane Brown Electric	At Bret Harte , it was discovered that an unknown data line was damaged by the kindergarten building.	\$ 18,480.00	0

AED #004 Requested by: Lamon Construction Performed by: Lamon Construction	At Bret Harte , it was discovered that additional sewer and storm drains that were not shown on drawings were needed.	\$ 24,518.49	0
AED #005 Requested by: CCD #03 Performed by: Lamon Construction	At Bret Harte , the original proposed access ramp was not ADA Compliant. CCD #03 revision was created to address this.	\$ 2,333.00	0
AED #006 Requested by: SCUSD Performed by: Pisor Fencing	At Bret Harte , it was discovered that the existing exterior enclosure at the Children’s Center mechanical units needed to be replaced with a new curb and fencing.	\$ 4,849.82	0
AED #007 Requested by: SCUSD Performed by: Shane Brown Electric	At Bret Harte , it was proposed to add an additional electrical outlet on southwest column of shade structure.	\$ 1,860.12	0
AED #007 Requested by: SCUSD Performed by: Pisor Fencing	At Bret Harte , it was proposed to add an additional gate at the back off the staff lot for security. As well as a new swing gate at the kindergarten area to connect to Area 3.	\$ 6,630.55	0
Contract time will be adjusted as follows: Previous Completion Date: <u>09/29/2023</u> <u>0</u> Calendar Days Extension (zero unless otherwise indicated) Current Completion Date: <u>09/29/2023</u>	Original Allowance Amount:	\$ 250,000.00	
	Amount of Allowance Used:	\$ 16,870.19	
	Allowance Remaining Reconciled to Contract:	\$ (233,129.81)	
	Original Contract Amount:	\$ 2,996,000.00	
	Contract Amount:	\$ 2,762,870.19	

The undersigned Contractor approves the foregoing as to the changes, if any, to the Contract Price specified for each item, and as to the extension of time allowed, if any, for completion of the entire work as stated therein, and agrees to furnish all labor, materials and services and perform all work necessary to complete any additional work specified for the consideration stated therein. Submission of sums which have no basis in fact or which Contractor knows are false are at the sole risk of Contractor and may be a violation of the False Claims Act set forth under Government Code section 12650 et seq.

This change order is subject to approval by the governing board of this District and must be signed by the District. Until such time as this change order is approved by the District’s governing board and executed by a duly authorized District representative, this change order is not effective and not binding.

It is expressly understood that the compensation and time, if any, granted herein represent a full accord and satisfaction for any and all time and cost impacts of the items herein, and Contractor waives any and all further compensation or time extension based on the items herein. The value of the extra work or changes expressly includes any and all of the

Contractor's costs and expenses, and its subcontractors, both direct and indirect, resulting from additional time required on the project or resulting from delay to the project including without limitation, cumulative impacts. Any costs, expenses, damages or time extensions not included are deemed waived.

Signatures:

District: Sacramento City USD

Contractor: Lamon Construction

Janea Marking, CBO

Date

Ken Norton

Ken Norton, VP

5/21/2024

Date

END OF DOCUMENT



AMENDMENT NO. 1 TO AGREEMENT FOR ARCHITECTURAL SERVICES

This Amendment to the Agreement for Architectural Services ("Amendment") is entered into between the Sacramento City Unified School District ("District") and HMC Architects ("Architect ") (collectively the "Parties");

Section I. Amendment to Agreement for Independent Consultant Agreement for Architectural Services originally entered to on November 16, 2023.

1. **Approval of this Amendment:** This Amendment shall be subject to the approval of the District's Board of Education ("Board"). Upon approval by the Board, the effective date of this Amendment shall be June 20, 2024;
2. **Extension of Term of the Agreement:** This Amendment shall extend the current Architect staffing on the Project from November 2023 to October 2024;
3. **Fee and Method of Payment:** The District shall continue to pay Architect for the current services and will now pay for the added services from and after June 20, 2024, on a flat fee basis up to a maximum of \$743,450.00, as reflected below, unless this Amendment is further extended or modified.

Description of Scope Change: basis for change order

Fee reconciliation to adjust current construction costs

Description of funding changes to contract:

Original contract amount	\$545,000.00
Previous change orders through change order #-	\$0.00
Contract amount prior to this change order	\$545,000.00
Amount of this change order.....	\$198,450.00

NEW CONTRACT AMOUNT.....\$743,450.00

Section II All Other Provisions Reaffirmed.

All other provisions of the Agreement for Architect Services shall remain in full force and effect and are hereby reaffirmed. If there is any conflict between this Amendment No. 1 and any provision of the Agreement for Architect Services, the provisions of this Amendment No. 1 shall control.

IN WITNESS WHEREOF, the Parties have caused this Amendment No. 1 to the Agreement for Architect Services to be executed by their respective officers who are duly authorized, as of the Effective Date.

ACCEPTED AND AGREED on the date indicated below:

DATE: June 20, 2024

**Sacramento City Unified School
District**

HMC Architects

Janea Marking
Chief Business and Operations Officer



5/31/2024

Vipul Safi
Principal in Charge



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1b

Meeting Date: June 20, 2024

Subject: Approve Personnel Transactions

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Human Resources Services

Recommendation: Approve Personnel Transactions

Background/Rationale: N/A

Financial Considerations: N/A

LCAP Goal(s): Safe, Clean and Healthy Schools

Documents Attached:

1. Certificated Personnel Transactions Dated June 20, 2024
2. Classified Personnel Transactions Dated June 20, 2024

Estimated Time of Presentation: N/A

Submitted by: Cancy McArn, Chief Human Resources Officer

Approved by: Lisa Allen, Superintendent



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1c

Meeting Date: June 20, 2024

Subject: Approve Business and Financial Report: Warrants, Checks and Electronic Transfers Issued for the period of April 1-30, 2024

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Business Services

Recommendation: Approve attached list of warrants and checks.

Background/Rationale: The detailed list of warrants, checks and electronic transfers issued for the period of April 1-30, 2024 are available for the Board members upon request.

Financial Considerations: Normal business items that reflect payments from district funds.

LCAP Goal(s): Family and Community Empowerment; Operational Excellence

Documents Attached:

Warrants, Checks and Electronic Transfers – April 1-30, 2024.

Estimated Time: N/A

Submitted by: Janea Marking, Chief Business and Operations Officer

Approved by: Lisa Allen, Interim Superintendent

<u>Account</u>	<u>Document Numbers</u>	<u>Fund</u>	<u>Amount</u>
County Accounts Payable Warrants	97425582 - 97426390	809 items	\$ 27,132,695.53
		General (01)	\$ 14,929,519.88
		Charter (09)	\$ 61,558.62
		Adult Education (11)	\$ 130,556.73
		Child Development (12)	\$ 275,014.50
		Cafeteria (13)	\$ 1,509,009.38
		Building (21)	\$ 6,609,802.79
		Developer Fees (25)	\$ 33,858.24
		Cafeteria Enterprise (61)	\$ 650.06
		Self Insurance (67)	\$ 2,815,961.43
		Self Ins Dental/Vision (68)	\$ 725,599.50
		Payroll Revolving (76)	\$ 41,164.40
Alternate Cash Revolving Checks	00002556 - 00002569	14 items	\$ 70,406.86
		General (01)	\$ 57,404.68
		Payroll Revolving (76)	\$ 13,002.18
Payroll and Payroll Vendor Warrants	97903525 - 97904789	1265 items	\$ 7,302,655.83
		General (01)	\$ 2,081,141.68
		Charter (09)	\$ 90,883.48
		Adult Education (11)	\$ 19,050.28
		Child Development (12)	\$ 53,407.60
		Cafeteria (13)	\$ 158,688.37
		Building (21)	\$ 7,691.56
		Cafeteria Enterprise (61)	\$ 56.58
		Payroll Revolving (76)	\$ 4,891,736.28
Payroll ACHs and Payroll Vendor EFTs	ACH 01587936 - 01596128 EFT 00000017 - 00000018	8194 items	\$ 29,623,396.58
		General (01)	\$ 27,123,281.24
		Charter (09)	\$ 853,924.31
		Adult Education (11)	\$ 269,005.37
		Child Development (12)	\$ 543,510.58
		Cafeteria (13)	\$ 709,079.46
		Building (21)	\$ 29,483.16
		Cafeteria Enterprise (61)	\$ 496.44
		Self Insurance (67)	\$ 21,166.94
		Self Ins Dental/Vision (68)	\$ 6,236.90
		Payroll Revolving (76)	\$ 67,212.18
County Wire Transfers for Benefit, Debt & Tax	9700350123 - 9700350141	19 items	\$ 28,001,640.94
		General (01)	\$ 362,492.63
		Payroll Revolving (76)	\$ 27,639,148.31
Total	10301 items	\$	92,130,795.74



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1d

Meeting Date: June 20, 2024

Subject: Approve Purchase Order Board Report for the Period of April 15, 2024, through May 14, 2024

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Business Services

Recommendation: Approve attached list of purchase orders.

Background/Rationale: N/A

Financial Considerations: Reflects standard business information.

LCAP Goal(s): Family and Community Empowerment; Operational Excellence

Documents Attached:

- PO Board Report Period of April 15, 2024, through May 14, 2024

Estimated Time: N/A

Submitted by: Janea Marking, Chief Business and Operations Officer

Approved by: Lisa Allen, Superintendent

Includes Purchase Orders dated 04/15/2024 - 05/14/2024 ***

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B24-01016	JOSTENS INC	STUDENTS AWARDS 2023-24 SY	HIRAM W. JOHNSON HIGH SCHOOL	01	1,813.87
B24-01017	AMADOR STAGE LINES INC	JCBA FT TRANSPORTATION	HIRAM W. JOHNSON HIGH SCHOOL	01	6,000.00
B24-01018	ALL WEST COACHLINES	WINTER/SPRING ATHLETICS TRANSPORTATION	ROSEMONT HIGH SCHOOL	01	11,189.00
B24-01019	ENTERPRISE RENT-A-CAR	VAN RENTALS FOR SENIOR TRIP	ENGINEERING AND SCIENCES HS	01	2,955.51
B24-01020	WARDS NATURAL SCIENCE ESTABLISHMENT INC	BIOLOGY LAB & INSTRUCTIONAL SUPPLIES FY23-24	C. K. McCLATCHY HIGH SCHOOL	01	3,700.00
B24-01021	MACKIN EDUCATIONAL RESOURCES	LEVELED READING BOOKS - MACKIN	O. W. ERLEWINE ELEMENTARY	01	15,000.00
B24-01022	BIG WEST DISTRIBUTION INC	TO PURCHASE SORBET FOR 23/24 SY	NUTRITION SERVICES DEPARTMENT	13	27,000.00
B24-01023	GREEN ACRES NURSERY & SUPPLY	FRUIT AND DECORATIVE TREE PURCHASE	ALBERT EINSTEIN MIDDLE SCHOOL	01	500.00
B24-01024	[REDACTED]	SETTLEMENT AGREEMENT REIMB [REDACTED]	SPECIAL EDUCATION DEPARTMENT	01	98,500.00
B24-01025	[REDACTED]	PARENT MILEAGE REIMBURSEMENT 2023-24SY	SPECIAL EDUCATION DEPARTMENT	01	3,660.00
B24-01026	4 IMPRINT INC	**BLANKET** RECRUITMENT ITEMS 23-24 SY	HUMAN RESOURCE SERVICES	01	1,000.00
B24-01027	AUTISM COMMUNITY STORE	23-24 504 ACCOMODATION PURCHASES	HEALTH SERVICES	01	2,000.00
B24-01028	KOMBAT SOCCER INC	*BLANKET * KOMBATINK 2023/2024	HUMAN RESOURCE SERVICES	01	8,000.00
B24-01029	BOOKS EN MORE	AFTER DEADLINE LCFF 0007 BOOKS & MORE LCFF	CAPITAL CITY SCHOOL	01	3,500.00
B24-01030	CONTROL SOLUTIONS INC	IZ CLINIC DATA LOGGER CALIBRATION 2023-24SY	HEALTH SERVICES	01	400.00
B24-01031	JOSTENS INC	JOSTEN BLANKET ORDER 2023-24SY	CAPITAL CITY SCHOOL	01	4,977.03
B24-01032	[REDACTED]	PARENT MILEAGE REIMBURSEMENT	SPECIAL EDUCATION DEPARTMENT	01	1,900.00
B24-01033	[REDACTED]	PARENT MILEAGE REIMBURSEMENT	SPECIAL EDUCATION DEPARTMENT	01	900.00
B24-01034	[REDACTED]	PARENT MILEAGE REIMBURSEMENT	SPECIAL EDUCATION DEPARTMENT	01	1,100.00
B24-01035	BOOKS EN MORE	AFTER DEADLINE BOOKS & MORE LCFF 0009	CAPITAL CITY SCHOOL	01	5,000.00
CHB24-00383	ODP BUSINESS SOLUTIONS LLC	odp chargeback	FATHER K.B. KENNY - K-8	01	10,000.00
CHB24-00384	ODP BUSINESS SOLUTIONS LLC	CLASSROOM SUPPORT	CESAR CHAVEZ INTERMEDIATE	01	2,500.00
CHB24-00385	ODP BUSINESS SOLUTIONS LLC	INSTRUCTIONAL SUPPLIES FOR CLASSROOMS	ETHEL PHILLIPS ELEMENTARY	01	7,000.00
CHB24-00386	ODP BUSINESS SOLUTIONS LLC	OFFICE DEPOT BLANKET ORDER	HEALTH PROFESSIONS HIGH SCHOOL	01	15,000.00

*** See the last page for criteria limiting the report detail.

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.



Includes Purchase Orders dated 04/15/2024 - 05/14/2024 ***

PO Number	Vendor Name	Description	Location	Fund	Account Amount
CHB24-00387	ODP BUSINESS SOLUTIONS LLC	FRONT OFFICE SUPPLIES	A. M. WINN - K-8	01	172.07
CHB24-00388	ODP BUSINESS SOLUTIONS LLC	AFTER DEADLINE	WOODBINE ELEMENTARY SCHOOL	01	5,200.00
CHB24-00389	ODP BUSINESS SOLUTIONS LLC	OFFICE DEPOT - 3010 INSTRUCTIONAL MTLs	WILLIAM LAND ELEMENTARY	01	1,000.00
CHB24-00390	THE HOME DEPOT PRO	GARDEN BEAUTIFICATION	BOWLING GREEN ELEMENTARY	09	7,000.00
CHB24-00391	THE HOME DEPOT PRO	HOME DEPOT CHARGEBACK 23/24	CAPITAL CITY SCHOOL	01	4,700.00
CHB24-00392	UBEO WEST LLC dba UBEO BUSINES S SERVICES	2023/24 CANON COPY MACHINE RENTAL	ROSA PARKS MIDDLE SCHOOL	01	4,000.00
CHB24-00393	ODP BUSINESS SOLUTIONS LLC	OFFICE DEPOT - 0009 INSTRUCTION MTLs	WILLIAM LAND ELEMENTARY	01	5,351.46
CHB24-00394	THE HOME DEPOT PRO	CLEANING MATERIALS AS NEEDED	CENTRAL PRINTING SERVICES	01	300.00
CS24-00167	EXCEL INTERPRETING SERVICES	TRANSLATION SERVICES	SPECIAL EDUCATION DEPARTMENT	01	600,000.00
CS24-00515	SACRAMENTO KINDNESS CAMPAIGN	KINDNESS CAMPAIGN	STUDENT SUPPORT&HEALTH SRVCS	01	90,000.00
CS24-00516	TCG ACADEMY	MIDDLE SCHOOL TRACK SEASON FY 23-24	EQUITY, ACCESS & EXCELLENCE	01	14,635.00
CS24-00517	WARREN CONSULTING ENGINEERS	0108-461 E.BAKER NEW CONSTRUCTION - SURVEYING SVC	FACILITIES SUPPORT SERVICES	21	57,032.50
CS24-00519	RYAN PHU	Summit Presenter	YOUTH DEVELOPMENT	01	127.00
CS24-00520	NATIONAL CENTER FOR TEACHER RE SIDENCIES	NATIONAL CENTER for TEACHER RESIDENCIES	HUMAN RESOURCE SERVICES	01	20,000.00
CS24-00522	JONATHAN RAMSES JIMENEZ	Summit Presenter	YOUTH DEVELOPMENT	01	127.00
CS24-00523	GRETA VANG	Summit Presenter	YOUTH DEVELOPMENT	01	127.00
CS24-00524	KALVIN DANIELS DBA HANDS UP M ITT+FITNESS	Summit Presenter	YOUTH DEVELOPMENT	01	508.00
CS24-00525	ADRIANA RODRIGUEZ DBA ADRIANA RODRIGUEZ THERAPY	Summit Presenter	YOUTH DEVELOPMENT	01	508.00
CS24-00526	GERALD MANANGAN	Summit Presenter	YOUTH DEVELOPMENT	01	127.00
CS24-00527	GLADYS GONZALEZ-GUZMAN	Summit Presenter	YOUTH DEVELOPMENT	01	127.00
CS24-00528	ALICE STAMM	WEST SEMINAR TRAINING FOR TEACHERS PAYMENT	ALICE BIRNEY WALDORF - K-8	01	250.00
CS24-00530	UNIVERSAL ENGINEERING SCIENCES	0530-470 LBHS BASEBALL SPECIAL INSPECTIONS/TESTING	FACILITIES SUPPORT SERVICES	21	73,775.00
CS24-00531	GAMETRUCK SACRAMENTO	GAME TRUCK/RECOGNIZE STUDENT ACHIEVEMENT	ABRAHAM LINCOLN ELEMENTARY	01	650.00
CS24-00532	SF-CESS	Independent Monitor	SPECIAL EDUCATION DEPARTMENT	01	325,000.00
CS24-00533	INNOVATION BRIDGE, INC.	TUPE Contract - Innovation Bridge 23/24 FY	FOSTER YOUTH SERVICES PROGRAM	01	25,000.00

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Includes Purchase Orders dated 04/15/2024 - 05/14/2024 ***

PO Number	Vendor Name	Description	Location	Fund	Account Amount
CS24-00534	KCB INVESTMENTS LLC	0510-433 CKM HVAC MOD - DSA INSPECTION	FACILITIES SUPPORT SERVICES	21	22,500.00
CS24-00535	KCB INVESTMENTS LLC	0510-434 CKM KITCHEN MOD - DSA INSPECTION	FACILITIES SUPPORT SERVICES	21	22,500.00
CS24-00536	NAVIGATE 360 LLC	ALICE TRAINING	SAFE SCHOOLS OFFICE	01	17,000.00
CS24-00537	GRACE FA'AVESI	TUPE SUPPLEMENTAL PROVIDER 23-24 FY (EPIC BLOOM)	FOSTER YOUTH SERVICES PROGRAM	01	20,000.00
CS24-00538	STUDIOS FOR THE PERFORMING ART S OPERATING CO	CLARA Classroom Oak Ridge FY 24	MUSIC SECTION	01	51,000.00
CS24-00539	STUDIOS FOR THE PERFORMING ART S OPERATING CO	CLARA Classroom Leataata	MUSIC SECTION	01	36,000.00
CS24-00540	STUDIOS FOR THE PERFORMING ART S OPERATING CO	CLARA Classroom John Sloat	MUSIC SECTION	01	8,673.50
CS24-00541	STUDIOS FOR THE PERFORMING ART S OPERATING CO	trainings, 3 hrs, Invoice: 121638	MUSIC SECTION	01	1,125.00
CS24-00542	STUDIOS FOR THE PERFORMING ART S OPERATING CO	CLARA 606122-15-16	ACADEMIC OFFICE	01	1,125.00
CS24-00543	STUDIOS FOR THE PERFORMING ART S OPERATING CO	CLARA 060122-15-14	ACADEMIC OFFICE	01	16,000.00
CS24-00544	STUDIOS FOR THE PERFORMING ART S OPERATING CO	CLARA Invoice 060122-15-11	ACADEMIC OFFICE	01	48,000.00
CS24-00545	SHAWNTAY GORMAN	TAYSTY ART-SHAWNTAY GORMAN	PONY EXPRESS ELEMENTARY SCHOOL	01	10,000.00
CS24-00546	CITY OF SACRAMENTO	CITY PERMIT FOR 8TH GRADE PROMO AT WM LND PARK	CALIFORNIA MIDDLE SCHOOL	01	930.00
CS24-00547	DOCUMENT TRACKING SERVICES	22-23 SARC TRANSLATIONS	STRATEGY & CONTINOUS IMPRMNT	01	6,600.00
CS24-00548	CENTER FOR THE COLLABORATIVE C LASSROOM	BEING A READER VIRTUAL PRO LEARNING PACKAGE	CONSOLIDATED PROGRAMS	01	7,560.00
CS24-00549	ALCHEMIST CDC	ALCHEMIST CDC	STUDENT SUPPORT&HEALTH SRVCS	01	50,000.00
CS24-00550	ARCHITECTS OF HOPE INC	CONFLICT MEDIATION/COMMUNITY ENGAGEMENT	SAFE SCHOOLS OFFICE	01	30,000.00
CS24-00551	NEXPLORE LLC dba NEXPLORE	AFTERSCHOOL NJB ENRICHMENT NEXPLORE	NEW JOSEPH BONNHEIM	09	17,500.00
CS24-00552	PROJECT WAYFINDER	WAYFINDER	ETHEL PHILLIPS ELEMENTARY	01	13,096.00
CS24-00553	JASMAINE RUNFAL	Summit Presenter	YOUTH DEVELOPMENT	01	127.00

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CS24-00554	RESTORATIVE EQUITY PARTNERSHIP	File Review, Empathy interviews, PD, COP	SPECIAL EDUCATION DEPARTMENT	01	99,998.00
CS24-00555	WARREN CONSULTING ENGINEERS	0495-434 WCWOOD MODERNIZATION - SURVEYING SVC	FACILITIES SUPPORT SERVICES	21	88,542.50
CS24-00556	PHILLIP VAN	Summit Presenter	YOUTH DEVELOPMENT	01	254.00
CS24-00557	JUSTIN MICKLE	Summit Presenter	YOUTH DEVELOPMENT	01	254.00
CS24-00558	HOPE HELPING OUR PEOPLE EAT	CONFLICT MEDIATION/COMMUNITY ENGAGEMENT	SAFE SCHOOLS OFFICE	01	30,000.00
CS24-00559	UNIVERSAL ENGINEERING SCIENCES	0521-470 WCHS SOFT/BASEBALL - TESTING & INSPECTION	FACILITIES SUPPORT SERVICES	21	83,790.00
CS24-00560	BENNY SHAO	Visual Efficiency Services and Assessment	SPECIAL EDUCATION DEPARTMENT	01	4,500.00
CS24-00561	CHARLENE RAMOS dba DJ LADY CHA R	DJ Services for Attitude Explosion 04.27.2024	FOSTER YOUTH SERVICES PROGRAM	01	1,400.00
CS24-00562	CLAUDIA JASIN	STEAM ACADEMY CONSULTING	WASHINGTON ELEMENTARY SCHOOL	01	1,550.00
CS24-00563	TECHEDIFY dba EMPOWER TO INC	TECHEDIFY-2023-24 SUPPLEMENTAL PROVIDER	YOUTH DEVELOPMENT	01	47,500.00
CS24-00564	SCOE FINANCIAL SERVICES	OTAN/CANVAS MOU RENEWAL (24-25)	CHARLES A. JONES CAREER & ED	11	500.00
CS24-00565	GLORIA MELCHOR dba GLORIA'S IN TERPRETING SVCS	PARENT-TEACH CONFERENCE INTERPRETERS NOV/DEC 2023	CAMELLIA BASIC ELEMENTARY	01	1,365.00
CS24-00566	KAPLAN HIGHER EDUCATION CORP	KAPLAN NURSING	CHARLES A. JONES CAREER & ED	11	15,000.00
CS24-00567	HMC ARCHITECTS	479 BOWLING GREEN MOD/NEW SCHOOL-ARCHITECTURAL SVC	FACILITIES SUPPORT SERVICES	21	840,000.00
CS24-00568	EVERYDAY LABS INC dba IN CLASS TODAY INC	EVERYDAY LABS RENEW CONTRAC	ENROLLMENT CENTER	01	190,239.00
CS24-00569	UN LATINOS, PRO ACCION CIVICA	UNITED LATINOS	FACILITIES SUPPORT SERVICES	21	29,964.97
CS24-00570	LACEY LEE TYGENHOF	consulting and training for [REDACTED]	SPECIAL EDUCATION DEPARTMENT	01	600.00
CS24-00571	SACRAMENTO VALLEY MFG ALLIANCE	SVMA Contract 3-2023 to 01-2025	CHARLES A. JONES CAREER & ED	11	93,000.00
CS24-00572	KMM SERVICES INC	477 PACIFIC ES NEW SCHOOL - QA/QC SERVICES	FACILITIES SUPPORT SERVICES	21	32,190.00
CS24-00573	AIDA BUELNA-VALENZUELA EDUCATION CONSULTANT	CONSULTANT FOR EL&C - FY 2023-2024	ACADEMIC OFFICE	01	40,000.00
CS24-00574	STUDIO T ARTS	AFTERSCHOOL NJB ENRICHMENT STUDIO T	NEW JOSEPH BONNHEIM	09	11,110.00
CS24-00575	SIERRA NEVADA JOURNEYS	SIERRA NEVADA JOURNEYS	PONY EXPRESS ELEMENTARY SCHOOL	01	500.00

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
CS24-00576	COMPREHENSIVE SECURITY SERVICE S INC	SECURITY SERVICES FOR PROMO 2024-PREPAY	FERN BACON MIDDLE SCHOOL	01	432.48
CS24-00577	ROSETTA STONE LLC	ROSETTA STONE	FATHER K.B. KENNY - K-8	01	3,000.00
CS24-00578	LAWRENCE MARCEL WILLIAMS SYNDI MIX MEDIA NETWORKS LLC	SOUND PRODUCTION FOR 2024 PROMOTION	FERN BACON MIDDLE SCHOOL	01	600.00
CS24-00579	CONDITIONS FOR LEARNING	CONDITIONS FOR LEARNING	LEATAATA FLOYD ELEMENTARY	01	91,887.00
CS24-00580	DWIGHT TAYLOR SR	ONLINE CURRICULUM DWIGHT TAYLOR	HEALTH PROFESSIONS HIGH SCHOOL	01	7,500.00
CS24-00581	FOOD LITERACY CENTER	FOOD LITERACY 2023-2024 ANNUAL MAINTENANCE FUNDS	LEATAATA FLOYD ELEMENTARY	01	26,300.00
CS24-00582	KIMLEY-HORN & ASSOCIATES INC	477 PACIFIC ES NEW CONST - TRANSPORTATION ANALYSIS	FACILITIES SUPPORT SERVICES	21	17,800.00
N24-00038	JABBERGYM LLC	NPA SERVICES (SLP SITE)	SPECIAL EDUCATION DEPARTMENT	01	2,677,248.00
P24-03266	MODEL UNITED NATIONS UCDAVIS	MODEL UN CONFERENCE - TREAT AS CONFIRMING	WEST CAMPUS	01	970.00
P24-03469	SDI INNOVATIONS INC dba SCHOOL DATEBOOKS	Datebooks	TAHOE ELEMENTARY SCHOOL	01	751.92
P24-03470	AMAZON CAPITAL SERVICES	DELIVER TO MLK CC, RM 14, KRISTEN ENCINAS 23-24SY	EARLY LEARNING & CARE PROGRAMS	12	113.11
P24-03471	SCHOOL HEALTH CORP	PE SUPPLIES-PURCH SAVED \$1660	ACADEMIC OFFICE	01	16,303.04
P24-03472	AMAZON CAPITAL SERVICES	TRIPOD FOR IPADS 2023-24 SY	C. K. McCLATCHY HIGH SCHOOL	01	113.04
P24-03473	MOBYMAX LLC	MOBY MAX	ALBERT EINSTEIN MIDDLE SCHOOL	01	4,395.00
P24-03474	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS PERRYMAN 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	1,384.13
P24-03475	MCKESSON MEDICAL SURGICAL	CARL PERKINS VN SUCTION MACHINE 2023-24SY	CHARLES A. JONES CAREER & ED	11	676.07
P24-03476	AMAZON CAPITAL SERVICES	SPECIAL EDUCATION AMAZON 2023-24SY	GEO WASHINGTON CARVER	01	21.63
P24-03477	AMAZON CAPITAL SERVICES	SPECIAL EDUCATION ART SUPPLIES 2023-24SY	GEO WASHINGTON CARVER	01	25.00
P24-03478	AMAZON CAPITAL SERVICES	ENGRAVER FOR MEDIA ARTS CLASS 2023-24 SY	C. K. McCLATCHY HIGH SCHOOL	01	2,426.20
P24-03479	AMAZON CAPITAL SERVICES	HOMELESS STUDENT SUPPLIES 2023-24SY	FATHER K.B. KENNY - K-8	01	1,761.59
P24-03480	APPLE INC	APPLE EDUCATION INSTITUTION FOR DALE MEANS @ RHS	CAREER & TECHNICAL PREPARATION	01	74,264.49
P24-03481	APPLE INC	COMPUTER FOR KP	CONSTITUENT SERVICES	01	1,738.41
P24-03482	APPLE INC	SPED DEPARTMENT TECH MATERIAL	SPECIAL EDUCATION DEPARTMENT	01	11,089.13
P24-03483	APPLE INC	AT/AAC BULK [REDACTED]	SPECIAL EDUCATION DEPARTMENT	01	15,203.93

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P24-03484	APPLE INC	IPAD FOR ART CLASS STUDENT PICTURES	C. K. McCLATCHY HIGH SCHOOL	01	1,892.90
P24-03485	AMAZON CAPITAL SERVICES	ADMIN DISPLAYPORT DP-VGA 2023-24SY	CHARLES A. JONES CAREER & ED	11	76.07
P24-03486	CDW GOVERNMENT	PRINTER FOR ENROLLMENT -DR. GELLE	EARLY LEARNING & CARE PROGRAMS	12	451.37
P24-03487	CDW GOVERNMENT	Erin's Office TV	ACADEMIC OFFICE	01	1,597.70
P24-03488	CDW GOVERNMENT	CHROMEBOOKS FO RI	HIRAM W. JOHNSON HIGH SCHOOL	01	25,514.54
P24-03489	CDW GOVERNMENT	OFFICE COMPUTERS	ELDER CREEK ELEMENTARY SCHOOL	01	4,170.86
P24-03490	CDW GOVERNMENT	JCBA- COMPUTER FOR POSTER PRINTER	HIRAM W. JOHNSON HIGH SCHOOL	01	1,017.19
P24-03491	CDW GOVERNMENT	HP LAPTOP	STUDENT SUPPORT&HEALTH SRVCS	01	2,085.43
P24-03492	CDW GOVERNMENT	SPED DEPARTMENT TECH MATERIAL	SPECIAL EDUCATION DEPARTMENT	01	18,868.89
P24-03493	CDW GOVERNMENT	MONITOR AND DESK TOP ADMIN PURCHASE	SUY:U ELEMENTARY	01	4,007.75
P24-03494	CDW GOVERNMENT	DESKTOP FOR IAS RICK FLORES, DELIVER TO RENEE LEE	DEPUTY SUPERINTENDENT	01	1,114.04
P24-03495	CDW GOVERNMENT	SPED CDW-G SMART TV	AMERICAN LEGION HIGH SCHOOL	01	1,017.36
P24-03496	CDW GOVERNMENT	LAPTOP AND PRINTERS FOR CLASSROOM USE	C. K. McCLATCHY HIGH SCHOOL	01	3,822.23
P24-03497	AMAZON CAPITAL SERVICES	SPED 2023-24SY LAMPS & MAGNIFY	SPECIAL EDUCATION DEPARTMENT	01	3,593.79
P24-03498	MARBLESOFT LLC KEYGUARD ASSIST IVE TECHNOLOGY	AAC/AT MATERIALS	SPECIAL EDUCATION DEPARTMENT	01	162.36
P24-03499	ZYTECH SOLUTIONS INC	DESKTOP-MINI REPAIRS_EST# 9810	CHARLES A. JONES CAREER & ED	11	148.93
P24-03500	BARNES & NOBLE BOOKSTORES INC ACCT 5858824	SPECIAL ED - RESOURCE READING BOOKS	LUTHER BURBANK HIGH SCHOOL	01	581.36
P24-03501	FOLLETT SCHOOL SOLUTIONS	John Still Elem Library (ELSB grant)	LIBRARY/TEXTBOOK SERVICES	01	4,036.56
P24-03502	PRO-ED INC	SPEECH MATERIAL	SPECIAL EDUCATION DEPARTMENT	01	1,514.70
P24-03503	AMAZON CAPITAL SERVICES	MATH CALCULATORS 2023-24SY	ALBERT EINSTEIN MIDDLE SCHOOL	01	252.40
P24-03504	ZYTECH SOLUTIONS INC	DESKTOP-MINI REPAIRS_EST# 9816	CHARLES A. JONES CAREER & ED	11	458.87
P24-03505	ZYTECH SOLUTIONS INC	DESKTOP-MINI REPAIRS_EST# 9808	CHARLES A. JONES CAREER & ED	11	421.81
P24-03506	BATTERY SYSTEMS	BATTERIES FOR JFK AUTO-SCRUBBER	JOHN F. KENNEDY HIGH SCHOOL	01	889.66

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P24-03507	MARBLESOFT LLC KEYGUARD ASSIST IVE TECHNOLOGY	AAC/AT MATERIALS BULK- [REDACTED]	SPECIAL EDUCATION DEPARTMENT	01	1,177.49
P24-03508	TEACHER SYNERGY LLC	TPT	PONY EXPRESS ELEMENTARY SCHOOL	01	4,275.00
P24-03509	SUPER DUPER INC	SPEECH MATERIAL	SPECIAL EDUCATION DEPARTMENT	01	4,018.16
P24-03510	B&H FOTO & ELECTRONICS CORP B& H PHOTO-VIDEO	CAMERAS, BATTERIES, LENS,DISK SUPPLIES-J. COTTON	CAREER & TECHNICAL PREPARATION	01	37,782.92
P24-03511	KAESER & BLAIR INC	PK END OF YEAR BACK PACKS 2023-24SY	EARLY LEARNING & CARE PROGRAMS	12	6,712.30
P24-03512	KAESER & BLAIR INC	PK APPLE BOOK BAGS 2023-24SY	EARLY LEARNING & CARE PROGRAMS	12	6,749.56
P24-03513	WEST MUSIC CO	MUSIC SUPPLIES FOR B. HARTE 2023-24SY	ACADEMIC OFFICE	01	13,248.58
P24-03514	TROXELL COMMUNICATIONS INC	MULTI TOUCH DISPLAY FOR CLASSROOMS	WILL C. WOOD MIDDLE SCHOOL	01	17,975.70
P24-03515	MOHAWK LIFT LLC	MOHAWK LIFTS INC FOR JB POLANCO	CAREER & TECHNICAL PREPARATION	01	7,793.21
P24-03516	STERICYCLE INC	TO SHRED OLD RECORDS 2023-24 SY	ALBERT EINSTEIN MIDDLE SCHOOL	01	575.00
P24-03517	TEACHER SYNERGY LLC	TPT SCHOOL ACCESS SUBSCRIPTION	HIRAM W. JOHNSON HIGH SCHOOL	01	1,275.00
P24-03518	VOYAGER SOPRIS LEARNING INC	23-24 SPED READING COMPREHENSION CURRICULUM	OAK RIDGE ELEMENTARY SCHOOL	01	4,014.92
P24-03519	AMAZON CAPITAL SERVICES	INCENTIVE GLOW PARTY FOR FOCUS SITES 23-24SY	STUDENT ATTEND & ENGAGE OFFICE	01	2,923.64
P24-03520	E-BUILDER INC	E-BUILDER ANNUAL LICENSE RENEWAL	FACILITIES SUPPORT SERVICES	21	84,634.76
P24-03521	AMAZON CAPITAL SERVICES	AT-AAC MATERIAL - BULK 2023-24SY	SPECIAL EDUCATION DEPARTMENT	01	4,234.88
P24-03522	LAKESHORE LEARNING MATERIALS	KINDER LAKESHORE	JOHN H. STILL - K-8	01	7,354.68
P24-03523	LAKESHORE LEARNING MATERIALS	JONDELL TAYLOR LAKESHORE	JOHN H. STILL - K-8	01	4,157.30
P24-03524	LAKESHORE LEARNING MATERIALS	SHARON RICKERT LAKESHORE	JOHN H. STILL - K-8	01	4,219.10
P24-03525	LAKESHORE LEARNING MATERIALS	WEST CAMPUS LIBRARY	JOHN H. STILL - K-8	01	2,673.60
P24-03526	CDW GOVERNMENT	TECH FOR DIRECTOR SCI	STRATEGY & CONTINUOUS IMPRVMNT	01	2,728.33
P24-03527	AMAZON CAPITAL SERVICES	FOR ELC DELIVER TO DAWN WEYMOUTH 2023-24SY	EARLY LEARNING & CARE PROGRAMS	12	813.22
P24-03528	TEACHING STRATEGIES INC	2024-2025 new UTK class curriculum	LIBRARY/TEXTBOOK SERVICES	01	38,247.65
P24-03529	BILL SMITH PHOTOGRAPHY	GRADUATION PROGRAM - 2024	LUTHER BURBANK HIGH SCHOOL	01	2,366.40

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P24-03530	SADDLEBACK EDUCATIONAL PUBLISH ING	BOOKS FOR LITERACY	HIRAM W. JOHNSON HIGH SCHOOL	01	713.03
P24-03531	PEARSON CLINICAL ASSESSMENT OR DERING DEPARTMENT	AT - AUDIOLOGY PROTOCOL	SPECIAL EDUCATION DEPARTMENT	01	519.99
P24-03532	AMAZON CAPITAL SERVICES	HOMELESS STUDENT SUPPLIES 2023-24 SY	FATHER K.B. KENNY - K-8	01	1,000.17
P24-03533	EXPLORELEARNING	EXPLORE LEARNING PROPOSAL 2024/2025	NEW JOSEPH BONNHEIM	09	4,795.00
P24-03534	BJOREM SPEECH PUBLICATIONS	SPEECH MATERIAL -	SPECIAL EDUCATION DEPARTMENT	01	2,760.10
P24-03535	RENAISSANCE LEARNING INC	ACCELERATED READER & STAR READING STUDENT SUBSCRT	WILLIAM LAND ELEMENTARY	01	6,865.50
P24-03536	PITNEY BOWES BANK INC RESERVE ACCOUNT	POSTAGE METER REFILL	LUTHER BURBANK HIGH SCHOOL	01	2,000.00
P24-03537	FIRST CLASS BOOKS	NA_STUDY GUIDE_BOOKSTORE	CHARLES A. JONES CAREER & ED	11	251.50
P24-03538	POCKET NURSE	HEALTH PATHWAY- MED SUPPLIES- S. BYRNES @HPS	CAREER & TECHNICAL PREPARATION	01	509.75
P24-03539	BOOKS EN MORE	LSJ CLASSROOM LIBRARY - J JOHNSON RM225	LUTHER BURBANK HIGH SCHOOL	01	850.03
P24-03540	TROXELL COMMUNICATIONS INC	PROJECTORS TO REPLACE OLD/BROKEN CLASSROOM ONES	C. K. McCLATCHY HIGH SCHOOL	01	2,762.25
P24-03541	ROCHESTER 100 INC	NICKY STUDENT HOMEWORK FOLDERS 2024-2025	CAMELLIA BASIC ELEMENTARY	01	441.74
P24-03542	ROCHESTER 100, INC	NICKY PARENT COMM-WEDNESDAY FOLDERS 2024-25	CAMELLIA BASIC ELEMENTARY	01	544.02
P24-03543	ROCHESTER 100 INC	Nicky's folders	TAHOE ELEMENTARY SCHOOL	01	340.60
P24-03544	BARNES & NOBLE BOOKSTORES INC ACCT 5858824	CLASSROOM LIBRARY BOOKS	ROSEMONT HIGH SCHOOL	01	865.08
P24-03545	SOUNDTRAP US INC	SOUNDTRAP SUBSCRIPTION	YOUTH DEVELOPMENT	01	1,019.00
P24-03546	AMAZON CAPITAL SERVICES	2023-24 SY	SPECIAL EDUCATION DEPARTMENT	01	149.13
P24-03547	BOOKS EN MORE	LSJ - CLASSROOM LIBRARY - ADDITIONAL - J. JOHNSON	LUTHER BURBANK HIGH SCHOOL	01	701.56
P24-03548	ERIC ARMIN INC dba EAI EDUCATI ON	\$1000 ORDER FOR MS. PHILLIPS (WW4) 2023-24SY	BOWLING GREEN ELEMENTARY	09	479.35
P24-03549	DISCOUNT SCHOOL SUPPLY	PUTTY, BALLS, AND HEADPHONES RM 3/24	JAMES W MARSHALL ELEMENTARY	01	99.33
P24-03550	EPIC SPORTS	PLAYGROUND EQUIPMENT FOR SUY:U ELEMANTRY 2023-24SY	SUY:U ELEMENTARY	01	1,089.85

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P24-03551	DEMCO INC	LIBRARY MATERIALS 2023-24SY	C. K. McCLATCHY HIGH SCHOOL	01	146.22
P24-03552	ARBOR SCIENTIFIC	PHYSICS MATERIALS 2023-24SY	C. K. McCLATCHY HIGH SCHOOL	01	305.86
P24-03553	BLICK ART MATERIALS	ART INSTRUCTIONAL MATERIALS 2023-24SY	ALBERT EINSTEIN MIDDLE SCHOOL	01	117.99
P24-03554	BSN SPORTS LLC	FOOTBALL CHAIN SET 2023-24SY	LUTHER BURBANK HIGH SCHOOL	01	341.99
P24-03555	CAROLINA BIOLOGICAL SUPPLY CO ACCT #121087	LSJ - FORENSIC SCIENCE LAB 2023-24SY	LUTHER BURBANK HIGH SCHOOL	01	1,060.51
P24-03556	KLETT WORLD LANGUAGES	German Language Adoption	LIBRARY/TEXTBOOK SERVICES	01	109,959.94
P24-03557	MORRIS PRINTING GROUP INC dba SCHOOL MATE	PURCHASE PLANNERS FOR THE STUDENTS	CAROLINE WENZEL ELEMENTARY	01	1,087.66
P24-03558	MORRIS PRINTING GROUP INC dba SCHOOL MATE	STUDENT PLANNERS	FATHER K.B. KENNY - K-8	01	995.50
P24-03559	VENTRIS LEARNING LLC	SPEECH MATERIAL	SPECIAL EDUCATION DEPARTMENT	01	310.59
P24-03560	NSAV SOLUTIONS	PROJECTOR BULBS	WEST CAMPUS	01	493.44
P24-03561	CDW GOVERNMENT	EPSON PROJECTORS	WEST CAMPUS	01	2,370.75
P24-03562	ROBERT E SMITH dba ALL AWARDS	PODIUM ETC - RENAMING SCHOOL NAME ITEMS	UMOJA INTERNATIONAL ACADEMY	01	4,230.74
P24-03563	S&S WORLDWIDE INC	PLAYGROUND EQUIPMENT 2023-24SY	SUSAN B. ANTHONY ELEMENTARY	01	591.85
P24-03564	SCHOOL NURSE SUPPLY INC	HEALTH ROOM SUPPLIES 2023-24SY	LUTHER BURBANK HIGH SCHOOL	01	577.21
P24-03565	SCHOOL HEALTH CORP	HEALTH ROOM SUPPLIES 2023-24SY	LUTHER BURBANK HIGH SCHOOL	01	140.72
P24-03566	SCHOOL HEALTH CORP	HEALTH & SAFETY NURSE ORDER 2023-24SY	PACIFIC ELEMENTARY SCHOOL	01	352.00
P24-03567	REALLY GOOD STUFF	MUSICAL SUPPLIES 2023-24SY	MUSIC SECTION	01	751.47
P24-03568	KENT DISPLAYS INC	BOOGIE WIPE BOARDS FOR MATH / ELA	C. K. McCLATCHY HIGH SCHOOL	01	5,477.96
P24-03570	UNIVERSAL ATHLETIC LLC	BASKETBALL JERSEYS 2023-24SY	AMERICAN LEGION HIGH SCHOOL	01	657.62
P24-03571	SCHOOL SPECIALTY	STUDENT/CLASSROOM SUPPLIES 2023-24SY	HUBERT H BANCROFT ELEMENTARY	01	882.94
P24-03572	LAKESHORE LEARNING MATERIALS	LAKESHORE BOOK & GAME 2023-24SY	PONY EXPRESS ELEMENTARY SCHOOL	01	279.47
P24-03573	SCHOOL SPECIALTY	SCHOOL SPECIALTY 2023-24SY	PONY EXPRESS ELEMENTARY SCHOOL	01	768.32
P24-03574	SWEETWATER MUSIC INSTRUMENTS & PRO AUDIO	AFTER DEADLINE - KEYBOARDS 2023-24SY	WEST CAMPUS	01	946.54
P24-03575	FOLLETT CONTENT SOLUTIONS LLC	IB QUESTIONBANK MATH SUBSCRIPTION RENEWAL	UMOJA INTERNATIONAL ACADEMY	01	318.89
P24-03576	SCHOLASTIC INC	SCHOLASTIC MAGAZINES	ALBERT EINSTEIN MIDDLE SCHOOL	01	1,003.44
P24-03577	ALL WEST COACHLINES	BUSES FOR FIELD TRIPS	COUNSELING SERVICES	01	4,219.43

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Includes Purchase Orders dated 04/15/2024 - 05/14/2024 ***

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03578	LUX BUS AMERICA CO	LUXBUS AMERICA CHARTER BUS	LEATAATA FLOYD ELEMENTARY	01	4,537.50
P24-03579	ALL WEST COACHLINES INC	BUSES FIELD TRIPS 4/30 & 5/1/24	CAREER & TECHNICAL PREPARATION	01	2,473.80
P24-03580	CHARTER AMERICA BUS CO THANDI ENTERPRISES INC	BUS FOR CKM STUDENTS TO GO CONSUMNES RIVER COLLEGE	CAREER & TECHNICAL PREPARATION	01	920.70
P24-03581	AMADOR STAGE LINES INC	AMADOR STAGE LINES FOR CONSUMNES RIVER COLLEGE	CAREER & TECHNICAL PREPARATION	01	6,896.94
P24-03582	MICHAEL'S TRANSPORTATION	MAY 2 -3, 2024- SES-RANCHO SECO REG.	CAREER & TECHNICAL PREPARATION	01	1,710.00
P24-03583	ALL WEST COACHLINES INC	FIELDTRIP 5/23/24-TECH INTERACTIVE -SAN JOSE,CA	CAREER & TECHNICAL PREPARATION	01	2,401.03
P24-03584	LUX BUS AMERICA CO	FIELD TRIP TRANSPORTATION SAC ZOO 060424	ETHEL I. BAKER ELEMENTARY	01	3,267.26
P24-03585	LUX BUS AMERICA CO	FIELD TRIP TRANSPORTATION UCDAVIS 051724	ETHEL I. BAKER ELEMENTARY	01	3,267.26
P24-03586	AMADOR STAGE LINES INC	FIELD TRIP TRANSPORT 4TH GRADE APRIL 2024	ETHEL I. BAKER ELEMENTARY	01	2,930.40
P24-03587	UNIVERSAL LIMOUSINE CO	CHARTER BUS FIELD TRIP UNIVERSAL STUDIOS	UMOJA INTERNATIONAL ACADEMY	01	4,234.00
P24-03588	ALL WEST COACHLINES	TREAT-AS-CONFIRMING - CHARTER FOR TRIP TO OMCA	C. K. McCLATCHY HIGH SCHOOL	01	3,751.50
P24-03589	ROSETTA STONE	ROSETTA STONE FOR LANGUAGE LEARNERS	PACIFIC ELEMENTARY SCHOOL	01	10,000.00
P24-03590	AMAZON CAPITAL SERVICES	SPRING DANCE SUPPLIES 2023-24SY	PARKWAY ELEMENTARY SCHOOL	01	141.16
P24-03591	APPLE INC	LAW- TECHNOLOGY	HIRAM W. JOHNSON HIGH SCHOOL	01	539.65
P24-03592	B&H FOTO & ELECTRONICS CORP B& H PHOTO-VIDEO	9TH GRADE ACADEMY - PA SYSTEM	LUTHER BURBANK HIGH SCHOOL	01	5,600.61
P24-03593	AMAZON CAPITAL SERVICES	MONITOR STAND 2023-24SY	LEATAATA FLOYD ELEMENTARY	01	32.61
P24-03594	SCHOLASTIC INC SCHOLASTIC MAGA ZINES	SCHOLASTIC MAGAZINES-Supplemental literacy	HIRAM W. JOHNSON HIGH SCHOOL	01	707.14
P24-03595	AMAZON CAPITAL SERVICES	15 -COMPARTMENT DESKTOP STATIONARY 2023-24SY	LEATAATA FLOYD ELEMENTARY	01	16.63
P24-03596	AMAZON CAPITAL SERVICES	MESH ORGANIZATOR 2023-24SY	LEATAATA FLOYD ELEMENTARY	01	35.55
P24-03597	AMAZON CAPITAL SERVICES	EXPO MARKER & TAPE 2023-24SY	PARKWAY ELEMENTARY SCHOOL	01	30.10
P24-03598	LAKESHORE LEARNING MATERIALS	TK NEW CLASSROOM SET UP ORDER 2	EARLY LEARNING & CARE PROGRAMS	01	68,477.85

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03599	LAKESHORE LEARNING MATERIALS	TK NEW CLASSROOM SET UP ORDERS	EARLY LEARNING & CARE PROGRAMS	01	99,365.96
P24-03600	SCHOLASTIC	ADD'L SCHOLASTIC MAG 24/25 SUBSCRIPTION	MARTIN L. KING JR ELEMENTARY	01	395.63
P24-03601	SUPER DUPER PUBLICATIONS	SPEECH MATERIALS - () 2023-24SY	SPECIAL EDUCATION DEPARTMENT	01	219.22
P24-03602	TMA LASER GROUP INC	GLOVES FOR LABS 2023-24 SY	C. K. McCLATCHY HIGH SCHOOL	01	299.08
P24-03603	THE HOME DEPOT PRO	SCHOOL MAINT. SUPPLIES - CUSTODIAN 2023-24SY	C. K. McCLATCHY HIGH SCHOOL	01	489.36
P24-03604	AMAZON CAPITAL SERVICES	CLASSRM INTERVENTION ITEM- BOUNCY BANDS 2023-24SY	MARTIN L. KING JR ELEMENTARY	01	92.40
P24-03605	FLINN SCIENTIFIC INC 33411	SCIENCE EQUIPMENT FOR MIDDLE SCHOOL 2023-24SY	A. M. WINN - K-8	01	882.36
P24-03606	BLICK ART MATERIALS	ART SUPPLIES 2023-24 SY	C. K. McCLATCHY HIGH SCHOOL	01	699.64
P24-03607	BSN SPORTS LLC	MAT FOR ATHLETIC 2023-24SY	LUTHER BURBANK HIGH SCHOOL	01	3,214.22
P24-03608	SCHOOL SPECIALTY	\$1000 JULIANO WW3 2023-24SY	BOWLING GREEN ELEMENTARY	09	662.01
P24-03609	SCHOOL SPECIALTY	INSTRUCT MATERIALS FOR 2ND GRADE 2023-24SY	A. M. WINN - K-8	01	60.51
P24-03610	REALLY GOOD STUFF	\$1000 ORDER FOR MR. KILFOYLE (RM 7)	BOWLING GREEN ELEMENTARY	09	216.92
P24-03611	SCHOOL SPECIALTY	ART SUPPLIES FOR STUDENTS IN CLASSRM 2023-24SY	SUY:U ELEMENTARY	01	3,851.40
P24-03612	SCHOOL SPECIALTY	SCHOOL SPECIALTY 2023-24SY	PONY EXPRESS ELEMENTARY SCHOOL	01	69.57
P24-03613	MICHAEL'S TRANSPORTATION	MICHAEL'S TRANSPORTATION SERVICE INVOICE	PACIFIC ELEMENTARY SCHOOL	01	2,182.00
P24-03614	LAKESHORE LEARNING MATERIALS	ORDER FOR MS. YAANGH (WW10) 2023-24SY	BOWLING GREEN ELEMENTARY	09	167.98
P24-03615	PHILIP KORBAS dba MEDICAL ELEC TRONIC DEVICES	CALIBRATE & MAINTEN OF ELC PK AUDIO 2023-24SY	EARLY LEARNING & CARE PROGRAMS	12	660.00
P24-03616	SCHOOL SPECIALTY	OT MATERIAL () 2023-24SY	SPECIAL EDUCATION DEPARTMENT	01	508.73
P24-03617	ULINE	ULINE FOR HOMELESS DEPT CON'T 2 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	3,537.04
P24-03618	AMAZON CAPITAL SERVICES	CALMING CORNER SUPPLIES 2023-24SY	THEODORE JUDAH ELEMENTARY	01	214.97
P24-03619	AMAZON CAPITAL SERVICES	FRAMES FOR CERTIFICATES - BROWN 2023-24SY	JOHN F. KENNEDY HIGH SCHOOL	01	18.38
P24-03620	AMAZON CAPITAL SERVICES	COMPUTER SCIENCE - BILLY HERNANDEZ 2023-24SY	JOHN F. KENNEDY HIGH SCHOOL	01	83.77

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P24-03621	GARAGE CHAMPS	PANDA SHIRTS FOR STUDENT OF THE MONTH RECOGNITION	ELDER CREEK ELEMENTARY SCHOOL	01	3,446.83
P24-03622	LITERACY RESOURCES INC	HEGGERTY CURRICULUM -2ND-5TH GRADE ORDER	PACIFIC ELEMENTARY SCHOOL	01	1,315.54
P24-03623	JOSTENS INC	DIPLOMA COVERS 2024	LUTHER BURBANK HIGH SCHOOL	01	2,881.82
P24-03624	AMAZON CAPITAL SERVICES	PRESCHOOL TEAM MATERIAL 2023-24SY	SPECIAL EDUCATION DEPARTMENT	01	58.70
P24-03625	AAA GARMENTS & LETTERING INC	CAMPAIGN TSHIRTS AND TOTE BAGS	STUDENT ATTEND & ENGAGE OFFICE	01	17,212.99
P24-03626	AMAZON CAPITAL SERVICES	ATTENDANCE INCENTIVES 2023-24SY	MARTIN L. KING JR ELEMENTARY	01	540.97
P24-03627	AMAZON CAPITAL SERVICES	ELC INFANT/TODDLER - LORENA POON 2023-24SY	EARLY LEARNING & CARE PROGRAMS	12	384.85
P24-03628	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS (LGBTQ+) 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	796.20
P24-03629	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS (LGBTQ+) 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	195.96
P24-03630	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS (LGBTQ+) 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	221.16
P24-03631	AMAZON CAPITAL SERVICES	DELIVER TO NURSE LISA @GENESIS 2023-24SY	EARLY LEARNING & CARE PROGRAMS	12	635.82
P24-03632	WESTERN PLACER UNIFIED SCHOOL DISTRICT	Cost for Substitute Member Jeane	BOARD OF EDUCATION	01	452.20
P24-03633	GAME ONE	TREAT-AS-CONFIRMING: BOYS BASEBALL UNIFORM JERSEYS	C. K. McCLATCHY HIGH SCHOOL	01	3,214.80
P24-03634	SCUSD - US BANK CAL CARD	FIELD TRIP / SMUD MUSEUM OF SCIENCE & CURIOSITY	SUTTERVILLE ELEMENTARY SCHOOL	01	525.00
P24-03635	SCOE FINANCIAL SERVICES	Sly Park registration 4/29/24-5/3/24	PHOEBE A HEARST BASIC ELEM.	01	23,970.00
P24-03636	CACHE VALLEY BANK TRUSTEE FBO ARBITER PAY DEPOSITS	2024 REFEREE SVCS - H. JOHNSON HS SPORTS PROGRAM	EQUITY, ACCESS & EXCELLENCE	01	5,000.00
P24-03637	CACHE VALLEY BANK TRUSTEE FBO ARBITER PAY DEPOSITS	2024 REFEREE SVCS - J.F. KENNEDY HS SPORTS PROGRAM	EQUITY, ACCESS & EXCELLENCE	01	5,000.00
P24-03638	CACHE VALLEY BANK TRUSTEE FBO ARBITER PAY DEPOSITS	2024 REFEREE SVCS - L. BURBANK HS SPORTS PROGRAM	EQUITY, ACCESS & EXCELLENCE	01	5,000.00
P24-03639	CACHE VALLEY BANK TRUSTEE FBO ARBITER PAY DEPOSITS	2024 REFEREE SVCS - ROSEMONT HS SPORTS PROGRAM	EQUITY, ACCESS & EXCELLENCE	01	5,000.00
P24-03640	CACHE VALLEY BANK TRUSTEE FBO ARBITER PAY DEPOSITS	2024 REFEREE SVCS - WEST CAMPUS HS SPORTS PROGRAM	EQUITY, ACCESS & EXCELLENCE	01	5,000.00
P24-03641	ROBERT E SMITH dba ALL AWARDS	EVENT TENTS ETC - RENAMING SCHOOL NAME	UMOJA INTERNATIONAL ACADEMY	01	8,948.59

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03642	SWEETWATER MUSIC INSTRUMENTS & PRO AUDIO	PORTABLE WIRELESS SYSTEM FOR MUSIC	C. K. McCLATCHY HIGH SCHOOL	01	10,638.85
P24-03643	WEST COAST PRODUCTS & DESIGN	MOTORS FOR ROBOTICS	ENGINEERING AND SCIENCES HS	01	2,192.39
P24-03644	KIYOS FLORAL SHOP	FLOWERS FOR 2023/24 GRADUATION	C. K. McCLATCHY HIGH SCHOOL	01	1,500.00
P24-03645	MT LIBRARY SERVICES JUNIOR LIB RARY GUILD	EAST CAMPUS	JOHN H. STILL - K-8	01	595.30
P24-03646	B STREET THEATRE	JCBA B STREET THEATRE 5-7-24	HIRAM W. JOHNSON HIGH SCHOOL	01	672.00
P24-03647	MATTERHACKERS INC	MATTERHACKERS FOR EMMANUEL VALADEZ	CAREER & TECHNICAL PREPARATION	01	2,353.25
P24-03648	SCHOLASTIC TEACHER'S STORE	LANGUAGE FOR LEARNING	OAK RIDGE ELEMENTARY SCHOOL	01	3,345.49
P24-03649	FOLLETT SCHOOL SOLUTIONS	Elementary Libraries w/District Funds	LIBRARY/TEXTBOOK SERVICES	01	65,529.77
P24-03650	PEARSON CLINICAL ASSESSMENT OR DERING DEPARTMENT	SPEECH PROTOCOLS	SPECIAL EDUCATION DEPARTMENT	01	13,438.64
P24-03651	INDEPENDENT ELECTRIC SUPPLY	CKM METEOR -SUMMER PROJECT	FACILITIES MAINTENANCE	01	1,310.44
P24-03652	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS (LGBTQ+) 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	589.21
P24-03653	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS (LGBTQ+) 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	314.78
P24-03654	DAVID STAFFORD	ROBOTICS REIMBURSEMENT	ROSEMONT HIGH SCHOOL	01	3,820.63
P24-03655	AMAZON CAPITAL SERVICES	SOCIAL SCIENCE 2023-24 SY	AMERICAN LEGION HIGH SCHOOL	01	458.19
P24-03656	AMAZON CAPITAL SERVICES	NEW LIBRARY BARCODE SCANNER 2023-24SY	C. K. McCLATCHY HIGH SCHOOL	01	171.27
P24-03657	AMAZON CAPITAL SERVICES	CHEMISTRY LAB MATERIALS 2023-24 SY	C. K. McCLATCHY HIGH SCHOOL	01	1,278.93
P24-03658	AMAZON CAPITAL SERVICES	ANATOMY CLASSROOM MATERIALS 2023-24SY	C. K. McCLATCHY HIGH SCHOOL	01	366.02
P24-03659	AMAZON CAPITAL SERVICES	PHYSICS CLASSROOM MATERIALS 2023-24SY	C. K. McCLATCHY HIGH SCHOOL	01	273.35
P24-03660	THE HOME DEPOT PRO	SANITARY NAPKIN DISPENSERS	FACILITIES MAINTENANCE	01	98,059.88
P24-03661	OPCONNECT INC	EV CHARGER REPLACEMENT - SERNA CENTER	FACILITIES MAINTENANCE	01	12,327.00
P24-03662	EWING IRRIGATION PRODUCTS INC	0520-442 HJHS BASEBALL FIELD - IRRIGATION PRODUCTS	FACILITIES SUPPORT SERVICES	21	17,162.43
P24-03663	AMAZON CAPITAL SERVICES	PLAYGROUND-TETHERBALL 2023-24	EARL WARREN ELEMENTARY SCHOOL	01	118.86
P24-03664	AMAZON CAPITAL SERVICES	WALKIES FOR CAMPUS SAFETY 2023-24SY	SUY:U ELEMENTARY	01	434.96

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03665	NATUREBRIDGE GGNRA	NATUREBRIDGE 2023-24	NICHOLAS ELEMENTARY SCHOOL	01	7,321.50
P24-03666	CINTAS CORP	MA_SCRUB ORDER_BOOKSTORE	CHARLES A. JONES CAREER & ED	11	2,528.06
P24-03667	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS (LGBTQ+) 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	379.66
P24-03668	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS (LGBTQ+) 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	512.72
P24-03669	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS PERRYMAN 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	324.72
P24-03670	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS PERRYMAN 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	392.40
P24-03671	AMAZON CAPITAL SERVICES	WIRELESS HEADSET FOR OFFICE PHONES	LUTHER BURBANK HIGH SCHOOL	01	211.86
P24-03672	PARKWAY SWIMMING CLUB, INC	MILLION WORD READER FIELD TRIP - FACILITY USE FEE	WILL C. WOOD MIDDLE SCHOOL	01	1,000.00
P24-03673	AMAZON CAPITAL SERVICES	AT-VI MATERIAL - BULK 2023-24SY	SPECIAL EDUCATION DEPARTMENT	01	895.01
P24-03674	AMAZON CAPITAL SERVICES	AT-OT MATERIAL - BULK 2023-24SY	SPECIAL EDUCATION DEPARTMENT	01	790.60
P24-03675	ALL WEST COACHLINES INC	6TH GRADE SCIENCE CAMP PROGRAM - BUS TO/FROM CAMP	WILLIAM LAND ELEMENTARY	01	6,042.08
P24-03676	CDW GOVERNMENT	Chromebooks for Students	TECHNOLOGY SERVICES	01	2,917,800.00
P24-03677	CDW GOVERNMENT	LAW- CLASS SET OF CHROMEBOOKS AND CART	HIRAM W. JOHNSON HIGH SCHOOL	01	14,288.18
P24-03678	CDW GOVERNMENT	REPLACEMENT TECH FOR PURCHASING	PURCHASING SERVICES	01	8,249.19
P24-03679	CDW GOVERNMENT	CDW - HR OFC EQUIPMENT FOR RECRUIT EVENTS	HUMAN RESOURCE SERVICES	01	4,170.86
P24-03680	CDW GOVERNMENT	LAPTOPS FOR GROUP AUDIOMETERS	HEALTH SERVICES	01	8,480.88
P24-03681	AMAZON CAPITAL SERVICES	OT MATERIAL () 2023-24SY	SPECIAL EDUCATION DEPARTMENT	01	1,068.73
P24-03682	ODP BUSINESS SOLUTIONS LLC	HMS INSTRUCTIONAL SUPPLIES	HIRAM W. JOHNSON HIGH SCHOOL	01	2,796.41
P24-03683	ODP BUSINESS SOLUTIONS LLC	ELL CLASSROOM SUPPLIES	C. K. McCLATCHY HIGH SCHOOL	01	3,548.08
P24-03684	BORDERLAN INC DBA BORDERLAN CY BERSECURITY	Lightspeed Internet Filter Year 1 of 3	TECHNOLOGY SERVICES	01	102,529.50
P24-03685	VISTA HIGHER LEARNING	Spanish, French, Sfs Speakers, AP French	LIBRARY/TEXTBOOK SERVICES	01	1,635,409.80
P24-03686	PEARSON CLINICAL ASSESSMENT OR DERING DEPARTMENT	PSYCHOLOGIST PROTOCOLS -	SPECIAL EDUCATION DEPARTMENT	01	124,358.40
P24-03687	FOLLETT SCHOOL SOLUTIONS	Library books	PHOEBE A HEARST BASIC ELEM.	01	7,087.86

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03688	THE HOME DEPOT PRO	AUTO SCRUBBERS FOR OPERATIONS 2023-24SY	BUILDINGS & GROUNDS/OPERATIONS	01	58,158.63
P24-03689	WILLIAM MACGILL & CO	AUDIOMETERS 2023-24SY	HEALTH SERVICES	01	10,589.53
P24-03690	SWEETWATER MUSIC INSTRUMENTS & PRO AUDIO	MIXED MEDIA ARTS CLASS SUPPLIES 2023-24SY	C. K. McCLATCHY HIGH SCHOOL	01	3,366.52
P24-03691	AMAZON CAPITAL SERVICES	DELIVER TO HJ (520) FAM. ED. CNTR	EARLY LEARNING & CARE PROGRAMS	12	244.63
P24-03692	ODP BUSINESS SOLUTIONS LLC	CLASSROOM INSTRUCTIONAL MATERIALS	JOHN D SLOAT BASIC ELEMENTARY	01	8,961.97
P24-03693	AMAZON CAPITAL SERVICES	DELIVER TO SERNA CUBICLE 2218 2023-24 SY	EARLY LEARNING & CARE PROGRAMS	12	117.25
P24-03694	AMAZON CAPITAL SERVICES	SMALL DOUBLE-SIDED BOARDS-1ST GRADE	CAMELLIA BASIC ELEMENTARY	01	78.24
P24-03695	AMAZON CAPITAL SERVICES	MIRACLE- GRO 2023-24SY	LEATAATA FLOYD ELEMENTARY	01	51.94
P24-03696	AMAZON CAPITAL SERVICES	KEYBOARD ADMIN 2023-24SY	LEATAATA FLOYD ELEMENTARY	01	43.49
P24-03697	AMAZON CAPITAL SERVICES	ROLLING SMALL DESK ADMIN 2023-24SY	LEATAATA FLOYD ELEMENTARY	01	54.36
P24-03698	AMAZON CAPITAL SERVICES	MONITOR MEMO BOARD 2023-24SY	LEATAATA FLOYD ELEMENTARY	01	78.14
P24-03699	AMAZON CAPITAL SERVICES	DELIVER TO LDV CC, ROOM 36, P.LAWSON/ C. TILLMAN	EARLY LEARNING & CARE PROGRAMS	12	543.54
P24-03700	AAA GARMENTS & LETTERING INC	JCBA- UNIFORM POLOS	HIRAM W. JOHNSON HIGH SCHOOL	01	2,432.19
P24-03702	AMAZON CAPITAL SERVICES	[REDACTED] 2023-24SY	SPECIAL EDUCATION DEPARTMENT	01	1,332.21
P24-03703	CUSTOMINK PARENT LLC dba CUSTO MINK LLC	CUSTOM INK,T-SHIRTS	STUDENT SUPPORT&HEALTH SRVCS	01	2,477.87
P24-03704	ALLIANCE REDWOODS CONF GROUNDS	SCIENCE CAMP	FATHER K.B. KENNY - K-8	01	11,869.75
P24-03705	TAHOE ADVENTURE COMPANY	PREPAY - TAHOE ADVENTURE COMPANY	JOHN CABRILLO ELEMENTARY	01	1,800.00
P24-03706	ALL WEST COACHLINES INC	CHARTER BUS FOR TRIP TO ALCATRAZ S.F. - CJA	C. K. McCLATCHY HIGH SCHOOL	01	2,154.78
P24-03707	SCREENPRINTING HERE	LAW ACADEMY CLOTHING INVOICE 4979	HIRAM W. JOHNSON HIGH SCHOOL	01	5,699.04
P24-03708	EL DORADO UNION HIGH SCH.DIST.	RETURN BUS FOR LEONI MEADOWS	SUY:U ELEMENTARY	01	1,631.25
P24-03709	A4 PROMOTIONS & INCENTIVES INC	AD BANDS FOR STUDENT OF THE MONTH	ELDER CREEK ELEMENTARY SCHOOL	01	489.38
P24-03710	CHARTER AMERICA BUS CO	Rosemont/Charter America confirming	MUSIC SECTION	01	2,332.80
P24-03711	THANDI ENTERPRISES INC GARAGE CHAMPS	ATTENDANCE INCENTIVES-TSHIRTS	MARTIN L. KING JR ELEMENTARY	01	706.34
P24-03712	CHEFS TOYS LLC	SHARING STATION -WEST CAMPUS	NUTRITION SERVICES DEPARTMENT	13	2,572.23

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Includes Purchase Orders dated 04/15/2024 - 05/14/2024 ***

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03713	RED APPLE READING	RED APPLE READING PROGRAM LICENSE RENEWAL	CROCKER/RIVERSIDE ELEMENTARY	01	549.00
P24-03714	PATON GROUP	JCBA- PRINTER INK AND MATERIALS	HIRAM W. JOHNSON HIGH SCHOOL	01	4,614.94
P24-03715	SECURE TRANSPORTATION CO INC	SPECIALIZED STUDENT TRANSPORTATION	SPECIAL EDUCATION DEPARTMENT	01	2,445.00
P24-03716	JUDY YIMITING WONG dba TOPS PE N CO	LAW AND SOCIAL JUSTICE UNIFORMS 2023-24SY	LUTHER BURBANK HIGH SCHOOL	01	2,686.13
P24-03717	COTTON SHOPPE	SPECIAL OLYMPICS UNIFORMS	MIWOK MIDDLE SCHOOL	01	906.80
P24-03718	GAME ONE	TREAT-AS-CONFIRMING: PE EQUIPMENT	C. K. McCLATCHY HIGH SCHOOL	01	2,155.45
P24-03719	SCUSD - US BANK CAL CARD	CAL CARD DEC 2023 4710/5800 RECONCILE	NUTRITION SERVICES DEPARTMENT	13	529.20
P24-03720	SCUSD - US BANK CAL CARD	CAL CARD FEB 2024 4710/5800 RECONCILE	NUTRITION SERVICES DEPARTMENT	13	1,839.39
P24-03721	SCUSD - US BANK CAL CARD	CAL CARD JAN 2024 4710/5800 RECONCILE	NUTRITION SERVICES DEPARTMENT	13	2,395.30
P24-03722	SCUSD - US BANK CAL CARD	Februrary CalCard	ACADEMIC OFFICE	01	631.92
P24-03723	ZEARN INC	ZEARN FOR STUDENTS K-6TH	SUY:U ELEMENTARY	01	2,500.00
P24-03724	INGENIUM GROUP	PICK UP SCIENCE HAZARDOUS MATERIALS	LUTHER BURBANK HIGH SCHOOL	01	1,910.79
P24-03725	ALL WEST COACHLINES INC	Sly Park busses Apr 29, May 3	PHOEBE A HEARST BASIC ELEM.	01	6,219.96
P24-03726	QUARRY PARK ADVENTURES	6TH GRADE FIELD TRIP TO QUARRY PARK	BOWLING GREEN ELEMENTARY	09	5,347.24
P24-03727	SACRAMENTO COUNTY OFFICE OF ED UCATION	SLY PARK SCIENCE CAMP REGISTRATION-MAY 2024	CAMELLIA BASIC ELEMENTARY	01	14,025.00
P24-03728	SCUSD - US BANK CAL CARD	0525-442 JFK SWIMMING POOL - SAC COUNTY EMD FEES	FACILITIES SUPPORT SERVICES	21	3,340.79
P24-03729	BRIAN FOSTER FOSTER REFEREE SE RVICE	2024 SMALL HS BASKETBALL LEAGUE REFEREE SVCS	EQUITY, ACCESS & EXCELLENCE	01	2,500.00
P24-03730	ACCU-CHART HEALTHCARE SYS	PHARMACY_IPACK MACHINE_SOFTWARE	CHARLES A. JONES CAREER & ED	11	4,964.56
P24-03731	AMERICAN RIVER COLLEGE NATIVE AMERICAN RSRC CTR	2024 SUMMER - AISI SPONSORSHIP	YOUTH DEVELOPMENT	01	3,200.00
P24-03732	NATASHA TARLETON	SNACK REIMBURSEMENT	YOUTH DEVELOPMENT	01	17.98
P24-03733	BOUND TO STAY BOUND BOOKS INC	EAST LIBRARY	JOHN H. STILL - K-8	01	311.01
P24-03734	BOUND TO STAY BOUND BOOKS INC	EAST LIBRARY #2	JOHN H. STILL - K-8	01	347.50
P24-03735	AMAZON CAPITAL SERVICES	ASIN #B0CGL72QSX Language Translator Device	MARTIN L. KING JR ELEMENTARY	01	165.28
P24-03736	SCUSD - US BANK CAL CARD	IB INTHINKING SUBSCRIPTION RENEWALS	UMOJA INTERNATIONAL ACADEMY	01	818.98

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03737	MICHELLE PLEDGER dba LIVING F OR LIBERATION	Liberate! Books	ACADEMIC OFFICE	01	51,089.06
P24-03738	AMAZON CAPITAL SERVICES	KHAM AVONE D 5 SPED BUDGET 23-24 SY	UMOJA INTERNATIONAL ACADEMY	01	209.07
P24-03739	SCUSD - US BANK CAL CARD	HMS- SCRUBS	HIRAM W. JOHNSON HIGH SCHOOL	01	4,001.25
P24-03740	TROXELL COMMUNICATIONS INC	0410-409 AEINSTEIN CORE-NEWLIN TOUCH DISPLAYS	FACILITIES SUPPORT SERVICES	21	147,958.50
P24-03741	AMAZON CAPITAL SERVICES	CALMING RM ESSER BUDGET 23-24 SY	UMOJA INTERNATIONAL ACADEMY	01	495.66
P24-03742	TEACHERS COLLEGE PRESS ATTN: M ICHAEL McGANN	EQUITABLE SCHOOL IMPROVEMENT BOOKS	STUDENT SUPPORT&HEALTH SRVCS	01	497.59
P24-03743	AMAZON CAPITAL SERVICES	SUPPLIES FOR FIRST 5 CLASSROOM - C. SETZER/ROSELI	EARLY LEARNING & CARE PROGRAMS	12	41.07
P24-03744	CACHE VALLEY BANK TRUSTEE FBO ARBITER PAY DEPOSITS	2024 REFEREE SVCS - MC CLATCHY HS SPORTS PROGRAM	EQUITY, ACCESS & EXCELLENCE	01	5,000.00
P24-03745	CDW GOVERNMENT	PRINTER Infant Toddler	EARLY LEARNING & CARE PROGRAMS	12	4,268.67
P24-03746	MORRIS PRINTING GROUP INC dba SCHOOL MATE	24/25 STUDENT PLANNERS	MARK TWAIN ELEMENTARY SCHOOL	01	688.17
P24-03747	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS (SSHS OFFICE) 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	1,494.00
P24-03748	AMAZON CAPITAL SERVICES	HIRAM JOHNSON ROOM B1 - DOMETILA CASILLAS	EARLY LEARNING & CARE PROGRAMS	12	36.60
P24-03749	AMAZON CAPITAL SERVICES	ELC HJFEC - CHRISTINA ROSELI 2023-24SY	EARLY LEARNING & CARE PROGRAMS	12	115.21
P24-03750	ROBERT E SMITH dba ALL AWARDS	TM UNIFORMS / PE CLOTHES RENAMING SCHOOL NAME	UMOJA INTERNATIONAL ACADEMY	01	13,327.92
P24-03751	ROBERT E SMITH dba ALL AWARDS	BACKPACKS ETC RENAMING SCHOOL NAME	UMOJA INTERNATIONAL ACADEMY	01	2,045.63
P24-03752	AMAZON CAPITAL SERVICES	\$1000 ORDER FOR MS. SIDHU (RM 9)	BOWLING GREEN ELEMENTARY	09	1,170.76
P24-03753	ODP BUSINESS SOLUTIONS LLC	ELPAC TESTING EARBUDS	HIRAM W. JOHNSON HIGH SCHOOL	01	776.48
P24-03754	ODP BUSINESS SOLUTIONS LLC	OFFICE DEPOT PRIVACY DIVIDER	CAPITAL CITY SCHOOL	01	3,315.96
P24-03755	ODP BUSINESS SOLUTIONS LLC	S. SCIENCE- CHARGING STATIONS	HIRAM W. JOHNSON HIGH SCHOOL	01	403.44
P24-03756	ODP BUSINESS SOLUTIONS LLC	OMNI POWERSTATION FOR RECRUITMENT EVENTS	HUMAN RESOURCE SERVICES	01	4,162.06
P24-03757	APPLE INC	iPAD MINI WI-FI 64GB - RECRUITMENT EVENTS	HUMAN RESOURCE SERVICES	01	1,196.58
P24-03758	APPLE INC	APPLE MACBOOK PRO FOR ADMIN	BOWLING GREEN ELEMENTARY	09	1,897.16
P24-03759	B&H FOTO & ELECTRONICS CORP B& H PHOTO-VIDEO	PHOTOGRAPHY LIGHT KIT	C. K. McCLATCHY HIGH SCHOOL	01	349.90

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03760	B&H FOTO & ELECTRONICS CORP B& H PHOTO-VIDEO	CAMPUS TECH - DO NOT CANCEL	SUSAN B. ANTHONY ELEMENTARY	01	1,846.57
P24-03761	CDW GOVERNMENT	2 HP MONITORS FOR CINDY TAO	ACCOUNTING SERVICES DEPARTMENT	01	594.21
P24-03762	WAYSIDE PUBLISHING	AP Spanish & AP German 8 yr adoption	LIBRARY/TEXTBOOK SERVICES	01	93,382.76
P24-03763	CDW GOVERNMENT	Chromebooks/Desktop Computer	PARENT ENGAGEMENT	01	3,305.23
P24-03764	J'S COMMUNICATIONS INC	WALKIE TALKIES FOR IMMUNIZATION CLINIC	HEALTH SERVICES	01	2,131.27
P24-03765	AMAZON CAPITAL SERVICES	GYM SCUSD MACBOOK ADAPTER 2023-24SY	UMOJA INTERNATIONAL ACADEMY	01	173.46
P24-03766	AMAZON CAPITAL SERVICES	OT MATERIAL () 2023-24SY	SPECIAL EDUCATION DEPARTMENT	01	632.13
P24-03767	AMAZON CAPITAL SERVICES	SPEECH MATERIAL 2023-24SY	SPECIAL EDUCATION DEPARTMENT	01	607.62
P24-03768	AMAZON CAPITAL SERVICES	SOAR STORE 2023-24SY	PARKWAY ELEMENTARY SCHOOL	01	1,371.05
P24-03769	APPLE INC	APPLE IPADS TO SUPPORT INSTRUCTION	O. W. ERLEWINE ELEMENTARY	01	5,602.25
P24-03770	ATKINSON, ANDELSON, LOYA, RUUD & ROMO PROFESSIONAL CORP	FRISK BOOKS FOR ADMIN TRAINING	HUMAN RESOURCE SERVICES	01	9,945.19
P24-03771	SENTINEL FIRE EQUIPMENT CO	SENTINEL FIRE_WORK TO BRING KITCHEN TO CODE	CHARLES A. JONES CAREER & ED	11	2,495.66
P24-03772	AMAZON CAPITAL SERVICES	DA ROSA AMAZON ORDER 2023-24SY	PARKWAY ELEMENTARY SCHOOL	01	205.81
P24-03773	FOLLETT SCHOOL SOLUTIONS	Ethel Phillips Library Order	LIBRARY/TEXTBOOK SERVICES	01	1,209.38
P24-03774	FOLLETT SCHOOL SOLUTIONS	Bowling Green Chacon Library w/C&P	LIBRARY/TEXTBOOK SERVICES	09	10,013.80
P24-03775	TROXELL COMMUNICATIONS INC	SMART DISPLAY SCREENS FOR CLASSROOMS	O. W. ERLEWINE ELEMENTARY	01	4,418.93
P24-03776	DENISE GRIGGS dba GLASS TREE B OOKS	GLASS TREE BOOKS	FATHER K.B. KENNY - K-8	01	333.99
P24-03777	AMAZON CAPITAL SERVICES	REINKE'S AMAZON 2023-24SY	PARKWAY ELEMENTARY SCHOOL	01	192.46
P24-03778	INGENIUM GROUP	AFTER DEADLINE-INGENIUM INVOICE	ROSEMONT HIGH SCHOOL	01	2,815.09
P24-03779	PERFORMANCE FOOD GROUP dba VIS TAR	SPED - FACILITY MATERIAL FOR MEETINGS	SPECIAL EDUCATION DEPARTMENT	01	365.44
P24-03780	SCHOLASTIC	\$1000 MS. DO (RM WW5)	BOWLING GREEN ELEMENTARY	09	262.46
P24-03781	AMAZON CAPITAL SERVICES	DELIVER TO CAJ SKILLS/ATTN: C. Setzer	EARLY LEARNING & CARE PROGRAMS	12	41.07
P24-03782	FLINN SCIENTIFIC INC 33411	HMS INSTRUCTIONAL SUPPLIES 2023-24 SY	HIRAM W. JOHNSON HIGH SCHOOL	01	3,409.11
P24-03783	FLINN SCIENTIFIC INC 33411	AP ENVIRONMENTAL LAB MATERIALS 2023-24SY	C. K. McCLATCHY HIGH SCHOOL	01	2,026.13

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03784	THE HONOR PROGRAM LLC THE HONO R CORD CO	GRADUATION CORDS 2023-24 SY	ROSEMONT HIGH SCHOOL	01	1,539.25
P24-03785	TROXELL COMMUNICATIONS INC	AFTER DEADLINE BLUUM	CAPITAL CITY SCHOOL	01	3,715.31
P24-03786	HAPPY NUMBERS INC	HAPPY NUMBERS SCHOOL SUBSCRIPTION	ETHEL PHILLIPS ELEMENTARY	01	2,900.00
P24-03787	DIPIETRO & ASSOCIATES INC	AEDS AND CABINETS 2023-24SY	HEALTH SERVICES	01	4,102.80
P24-03788	AMAZON CAPITAL SERVICES	ART/CREATIVITY SUPPLIES 2023-24 SY	WOODBINE ELEMENTARY SCHOOL	01	446.81
P24-03789	AMAZON CAPITAL SERVICES	ASIN #B004EHZ622 D-Vour Absorbant Powder	MARTIN L. KING JR ELEMENTARY	01	60.51
P24-03790	ALL WEST COACHLINES INC	E.L. PARENTS VISIT TO CSUS - 6/6/2024	MULTILINGUAL EDUCATION DEPT.	01	1,236.90
P24-03791	RIFTON EQUIPMENT	AT-OI MATERIAL - SCOE [REDACTED]	SPECIAL EDUCATION DEPARTMENT	01	5,556.38
P24-03792	FISHER SCIENTIFIC CO	SCIENCE INSTRUCTIONAL SUPPLIES 2023-24SY	HIRAM W. JOHNSON HIGH SCHOOL	01	185.04
P24-03793	FLINN SCIENTIFIC INC 33411	SCIENCE INSTRUCTIONAL SUPPLIES 2023-24SY	HIRAM W. JOHNSON HIGH SCHOOL	01	481.10
P24-03794	JOSTENS INC	GRADUATION SUPPLIES 2023-24SY	HIRAM W. JOHNSON HIGH SCHOOL	01	777.57
P24-03795	EVAN-MOOR CORP	DENISON-SPELLING BOOKS 2023-24SY	BG CHACON ACADEMY	09	253.14
P24-03796	DISCOUNT SCHOOL SUPPLY	CISNEROS-DISCOUNT SCHOOL SUPPLY	BG CHACON ACADEMY	09	498.09
P24-03797	JOSTENS INC	JOSTENS- GOWNS 2023-24SY	ROSA PARKS MIDDLE SCHOOL	01	4,893.75
P24-03798	AMAZON CAPITAL SERVICES	SCIENCE- TINKERTOYS 2023-24SY	HIRAM W. JOHNSON HIGH SCHOOL	01	661.60
P24-03799	SUCCESS BY DESIGN INC	STUDENT PLANNERS AND COMMUNICATION FOLDERS	O. W. ERLEWINE ELEMENTARY	01	1,287.70
P24-03800	PASCO SCIENTIFIC INC	SCIENCE INSTRUCTIONAL MATERIALS 2023-24SY	HIRAM W. JOHNSON HIGH SCHOOL	01	280.58
P24-03801	PASCO SCIENTIFIC INC	BIOLOGY LAB MATERIALS	C. K. McCLATCHY HIGH SCHOOL	01	1,400.70
P24-03802	UNIVERSAL ATHLETIC LLC GAME ON E	BALLS FOR TEAM BUILDING ACTIVITIES - CJA	C. K. McCLATCHY HIGH SCHOOL	01	585.12
P24-03803	CAROLINA BIOLOGICAL SUPPLY CO ACCT #121087	HMS- HUMAN SKELETON	HIRAM W. JOHNSON HIGH SCHOOL	01	568.22
P24-03804	CAROLINA BIOLOGICAL SUPPLY CO ACCT #121087	ENVIRONMENTAL SCIENCE LAB MATERIALS 2023-24SY	C. K. McCLATCHY HIGH SCHOOL	01	3,822.03
P24-03805	CALIFORNIA DEPT OF GENERAL SER VICES	0445-453 JOHN STILL GYM HVAC - FINAL DGS INVOICE	FACILITIES SUPPORT SERVICES	21	8,037.74
P24-03806	AMAZON CAPITAL SERVICES	ATTENDANCE INCENTIVES 2023-24SY	JOHN D SLOAT BASIC ELEMENTARY	01	935.12
P24-03807	LAKESHORE LEARNING MATERIALS	AYALA-LAKESHORE	BG CHACON ACADEMY	09	593.24
P24-03808	CAROLINA BIOLOGICAL SUPPLY CO ACCT #121087	ANATOMY LAB MATERIALS	C. K. McCLATCHY HIGH SCHOOL	01	1,409.18

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P24-03809	SCHOOL HEALTH CORP	SPOT VISION SCREENERS FOR IEP ASSESSMENTS	HEALTH SERVICES	01	45,457.50
P24-03810	AMAZON CAPITAL SERVICES	PBIS through Year End 2023-24SY	JOHN MORSE THERAPEUTIC	01	457.85
P24-03811	AMS.NET INC	1 NEW PHONES FOR NEW POSITIONS	HUMAN RESOURCE SERVICES	01	403.52
P24-03812	LEXIA LEARNING SYSTEMS LLC	LEXIA CORE 5 SITE LICENSE	O. W. ERLEWINE ELEMENTARY	01	8,750.00
P24-03813	DREAMBOX LEARNING INC	DREAMBOX SITE LICENSE	O. W. ERLEWINE ELEMENTARY	01	7,975.00
P24-03814	WORK TRAINING CENTER INC	HMS- SUPPLEMENTAL INSTRUCTIONAL RESOURCES	HIRAM W. JOHNSON HIGH SCHOOL	01	5,292.86
P24-03815	AMAZON CAPITAL SERVICES	GARDEN SUPPLIES 2023-24SY	MARTIN L. KING JR ELEMENTARY	01	610.12
P24-03816	THE HOME DEPOT PRO	GARDEN SUPPLIES 2023-24SY	MARTIN L. KING JR ELEMENTARY	01	151.60
P24-03817	IMAGINE LEARNING INC	IMAGINE MATH	BG CHACON ACADEMY	09	39,000.00
P24-03818	AMAZON CAPITAL SERVICES	MONTHLY/WEEKLY INCENTIVES 2023-24SY	WOODBINE ELEMENTARY SCHOOL	01	357.27
P24-03819	AMAZON CAPITAL SERVICES	REPLACE TECH ACCS 2023-24 SY	CAPITAL CITY SCHOOL	01	384.28
P24-03820	AMAZON CAPITAL SERVICES	PBIS STUDENT POSITIVE BEHAVIOR REINFORCEMENTS	JOHN D SLOAT BASIC ELEMENTARY	01	1,337.40
P24-03821	AMAZON CAPITAL SERVICES	AT-OT MATERIAL - [REDACTED] CAPITAL CITY SCHOOL	SPECIAL EDUCATION DEPARTMENT	01	7.85
P24-03822	AMAZON CAPITAL SERVICES	\$1000 MS. FONG (WW6) 2023-24SY	BOWLING GREEN ELEMENTARY	09	276.43
P24-03823	BRITTANY HORI	PICKLEBALL EQUIPMENT 2023-24SY	GENEVIEVE DIDION ELEMENTARY	01	528.20
P24-03824	AMAZON CAPITAL SERVICES	WALL CLOCK FOR ADMIN OFFICE 2023-24SY	BOWLING GREEN ELEMENTARY	09	63.81
P24-03825	AMAZON CAPITAL SERVICES	SPECIAL ED - GAMES - MESTIDIO 2023-24SY	LUTHER BURBANK HIGH SCHOOL	01	40.20
P24-03826	AMAZON CAPITAL SERVICES	DELIVER TO (100) ED.KEMBLE/ATTN: CHAO XIONG	EARLY LEARNING & CARE PROGRAMS	12	21.74
P24-03827	ANATOMAGE INC	ANATOMAGE TABLE/TABLET/TR. ONLINE REG-S. BYRNES	CAREER & TECHNICAL PREPARATION	01	100,437.50
P24-03828	BOOKSOURCE INC PEACEABLE KINGDOM PRESS	O'BRIEN BOOKSOURCE	BG CHACON ACADEMY	09	469.50
P24-03829	CURRICULUM ASSOCIATES LLC	AFTER DEADLINE (IREADY)	CAPITAL CITY SCHOOL	01	15,120.00
P24-03830	BENCHMARK EDUCATION CO LLC	PEREZ-BENCHMARK	BG CHACON ACADEMY	09	488.66
P24-03831	CDW GOVERNMENT	Disability Assistance Software	RISK MANAGEMENT	01	1,497.03

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P24-03832	SCUSD - US BANK CAL CARD	WIPEBOOK FLIPCHARTS FOR MATH CLASSES	WILL C. WOOD MIDDLE SCHOOL	01	1,467.04
P24-03833	CDW GOVERNMENT	DIRECT PAY REF P21-03667	ACCOUNTING SERVICES DEPARTMENT	01	10,979.76
P24-03834	CENTER FOR THE COLLABORATIVE C LASSROOM	SIPPS READING CURRICULUM	A. M. WINN - K-8	01	1,027.40
P24-03835	CENTER FOR THE COLLABORATIVE C LASSROOM	AFTER DEADLINE (SIPPS)	CAPITAL CITY SCHOOL	01	3,777.13
P24-03836	GREAT MINDS PBC	Eureka Math	PHOEBE A HEARST BASIC ELEM.	01	16,682.64
P24-03837	J'S COMMUNICATIONS INC	MOTOROLA RADIOS X 7	MARK TWAIN ELEMENTARY SCHOOL	01	1,070.24
P24-03838	PARENTS INSTITUTE	THE PARENT INSTITUTE	PACIFIC ELEMENTARY SCHOOL	01	518.00
P24-03839	PHILIP KORBAS dba MEDICAL ELEC TRONIC DEVICES	GROUP SCREENING AUDIOMETERS	HEALTH SERVICES	01	81,200.06
P24-03840	SCHOLASTIC INC	BOOK FAIR EAST CAMPUS	JOHN H. STILL - K-8	01	1,145.91
P24-03841	[REDACTED]	SETTLEMENT [REDACTED]	SPECIAL EDUCATION DEPARTMENT	01	36,000.00
P24-03842	ALL WEST COACHLINES INC	All West CHARTER ID 93595, 5/3/24- LUTHER BURBAK	CAREER & TECHNICAL PREPARATION	01	1,406.48
P24-03843	ALL WEST COACHLINES INC	TRANSPORTATION FOR WALKER CREEK RANCH	CROCKER/RIVERSIDE ELEMENTARY	01	3,528.06
P24-03844	CHARTER AMERICA BUS CO	6TH GRADE FIELDTRIP TO QUARRY PARK ADVENTURES	BOWLING GREEN ELEMENTARY	09	1,120.50
P24-03845	AMAZON CAPITAL SERVICES	ORDER FOR MS. TELL (WW8) 2023-24 SY	BOWLING GREEN ELEMENTARY	09	416.61
P24-03846	AMAZON CAPITAL SERVICES	THERMOMETERS FOR CLASSROOMS, ENROLLMENT-DR. GELLE	EARLY LEARNING & CARE PROGRAMS	12	97.83
P24-03847	STERLING ADAPTIVES LLC	AT-VI MATERIAL ([REDACTED])	SPECIAL EDUCATION DEPARTMENT	01	12,309.13
P24-03848	SCUSD - US BANK CAL CARD	field trip	O. W. ERLEWINE ELEMENTARY	01	897.00
P24-03849	MULLER SPORTS SERVICE	AFTER DEADLINE - TREAT AS CONFIRMING - OFFICIALS	WEST CAMPUS	01	4,005.25
P24-03850	LETICIA ORDAZ BAEZA dba CIELITO LINDO BOOK	Cielito Lindo Books	MARK TWAIN ELEMENTARY SCHOOL	01	1,141.88
P24-03851	AMERICAN EAGLE COMPUTER PRODUC T INC	AMERICAN EAGLE INK	ETHEL PHILLIPS ELEMENTARY	01	1,575.43
P24-03852	AMAZON CAPITAL SERVICES	RM 8 CLASSROOM 2023-24SY	JOHN MORSE THERAPEUTIC	01	223.16
P24-03853	AMAZON CAPITAL SERVICES	OT MATERIAL [REDACTED]	SPECIAL EDUCATION DEPARTMENT	01	10.85
P24-03854	AMAZON CAPITAL SERVICES	AT-OT MATERIAL - [REDACTED]	SPECIAL EDUCATION DEPARTMENT	01	42.33

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P24-03855	AMAZON CAPITAL SERVICES	STEP LADDER FOR FRONT OFFICE	BOWLING GREEN ELEMENTARY	09	75.00
P24-03856	AMAZON CAPITAL SERVICES	ADMIN	LEATAATA FLOYD ELEMENTARY	01	78.28
P24-03857	AMAZON CAPITAL SERVICES	FOR RUMI-DELIVER TO DAWN WEYMOUTH 23-24SY	EARLY LEARNING & CARE PROGRAMS	12	66.09
P24-03858	AMADOR STAGE LINES INC	WILL C. WOOD - ENGLISH LEARNERS FIELD TRIP	MULTILINGUAL EDUCATION DEPT.	01	1,432.21
P24-03859	SDI INNOVATIONS INC dba SCHOOL DATEBOOKS	STUDENT PLANNERS 24/25	GENEVIEVE DIDION ELEMENTARY	01	1,166.51
P24-03860	EVAC & CHAIR NORTH AMERICA LLC	evac chairs	RISK MANAGEMENT	01	12,173.48
P24-03861	AMAZON.COM	SPEICAL ED CLASSROOM SUPPLIES - SAELEE E3	LUTHER BURBANK HIGH SCHOOL	01	130.88
P24-03862	CITY OF SACRAMENTO	FIRE PERMIT FEES	FATHER K.B. KENNY - K-8	01	786.00
P24-03863	KEDI LEATHER USA INC	SNEAKERS FOR HOMELESS DEPT	STUDENT SUPPORT&HEALTH SRVCS	01	7,021.95
P24-03864	AMAZON CAPITAL SERVICES	AT-PT MATERIAL - [REDACTED]	SPECIAL EDUCATION DEPARTMENT	01	126.14
P24-03865	WESTMINSTER WOODS CAMP & CONFERENCE CENTER	BALANCE DUE FOR 6TH GRADE	HOLLYWOOD PARK ELEMENTARY	01	10,406.50
P24-03866	CONTROL SOLUTIONS INC	IZ CLINIC VFC CLOUD STORAGE	HEALTH SERVICES	01	396.00
P24-03867	GENERATION SCHOOL NETWORK dba EMPOWERING EDUCATION	SEL CURRICULUM	A. M. WINN - K-8	01	1,620.38
P24-03868	INCLUSIVE TLC	AT MATERIAL - SCOE [REDACTED]	SPECIAL EDUCATION DEPARTMENT	01	180.00
P24-03869	CDW GOVERNMENT	speaker	MARK TWAIN ELEMENTARY SCHOOL	01	2,118.56
P24-03870	SCHOLASTIC INC SCHOLASTIC MAGA ZINES	O'BRIEN SCHOLASTIC NEWS	BG CHACON ACADEMY	09	214.98
P24-03871	SCHOLASTIC INC SCHOLASTIC MAGA ZINES	SCHOLASTIC NEWS & SCIENCE SPIN MAGAZINES	CROCKER/RIVERSIDE ELEMENTARY	01	5,171.46
P24-03872	TROXELL COMMUNICATIONS INC	AFTER DEADLINE BLUUM	CAPITAL CITY SCHOOL	01	22,641.88
P24-03873	AMAZON CAPITAL SERVICES	PBIS LEVEL SYSTEM REINFORCERS 2023-24SY	JOHN MORSE THERAPEUTIC	01	283.34
P24-03874	AMAZON CAPITAL SERVICES	WORKABILITY - [REDACTED] 2023-24SY	SPECIAL EDUCATION DEPARTMENT	01	392.40
P24-03875	CDW GOVERNMENT	CLASSROOM PRINTERS	GENEVIEVE DIDION ELEMENTARY	01	5,415.75
P24-03876	AMAZON CAPITAL SERVICES	SPED CLASSROOM SUPPLIES - GODNICK C4 2023-24SY	LUTHER BURBANK HIGH SCHOOL	01	192.99
P24-03877	AMAZON CAPITAL SERVICES	ORDER FOR MS. LE (RM4) 2023-24SY	BOWLING GREEN ELEMENTARY	09	339.58
P24-03878	LAKESHORE LEARNING MATERIALS	JULIANO WW3 2023-24SY	BOWLING GREEN ELEMENTARY	09	321.92

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Includes Purchase Orders dated 04/15/2024 - 05/14/2024 ***

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03879	LAKESHORE LEARNING MATERIALS	\$1000 ORDER FOR MS. TELL (VW8) 2023-24SY	BOWLING GREEN ELEMENTARY	09	252.26
P24-03880	SCHOOL SPECIALTY	US & WORLD CLASSROOM WALL MAPS 2023-24SY	GENEVIEVE DIDION ELEMENTARY	01	808.08
P24-03881	WILSON TROPHY COMPANY INC	MS/HS SPORTS TROPHIES 2023-24SY	UMOJA INTERNATIONAL ACADEMY	01	949.03
P24-03882	ORIENTAL TRADING CO, ACCT 2520 80	KINDER SENSORY GARDEN 2023-24SY	BG CHACON ACADEMY	09	75.36
P24-03883	REALLY GOOD STUFF	\$1000 ORDER FOR MS. BLANCHARD (WW2) 2023-24SY	BOWLING GREEN ELEMENTARY	09	657.94
P24-03884	LAKESHORE LEARNING MATERIALS	CISNEROS-LAKESHORE 2023-24SY	BG CHACON ACADEMY	09	1,423.47
P24-03885	BOOKS EN MORE	READING MATERIALS FOR NJB SCHOLARS	NEW JOSEPH BONNHEIM	09	651.49
P24-03886	WHYTRY INC.	WHYTRY	PACIFIC ELEMENTARY SCHOOL	01	599.00
P24-03887	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS (HOMELESS SERVICES) 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	103.41
P24-03888	AMAZON CAPITAL SERVICES	AYALA-AMAZON	BG CHACON ACADEMY	09	125.81
P24-03889	AMAZON CAPITAL SERVICES	STAFF SEL FOR BEGINING OF THE SCHOOL YEAR	ETHEL PHILLIPS ELEMENTARY	01	179.44
P24-03890	AMAZON CAPITAL SERVICES	HMS UTILITY WAGONS	HIRAM W. JOHNSON HIGH SCHOOL	01	196.12
P24-03891	AMAZON CAPITAL SERVICES	MARIA LARES	JOHN H. STILL - K-8	01	291.15
P24-03892	AMAZON CAPITAL SERVICES	ORDER FOR MS. VANG (RM 2) 2023-24SY	BOWLING GREEN ELEMENTARY	09	268.87
P24-03893	AMAZON CAPITAL SERVICES	\$1000 ORDER FOR KISTNER (P.E) 2023-24SY	BOWLING GREEN ELEMENTARY	09	727.11
P24-03894	CURRICULUM ASSOCIATES LLC	iREADY CURRICULUM ASSOCIATES	NEW JOSEPH BONNHEIM	09	10,920.00
P24-03895	AMAZON CAPITAL SERVICES	SURGE PROTECTOR DAVID DEJAGER 2023-24SY	JOHN H. STILL - K-8	01	267.48
P24-03896	AMAZON CAPITAL SERVICES	PBIS / STUDENT ASSEMBLY SUPPLIES	JOHN D SLOAT BASIC ELEMENTARY	01	267.93
P24-03897	AMAZON CAPITAL SERVICES	[REDACTED]	SPECIAL EDUCATION DEPARTMENT	01	606.59
P24-03898	AMAZON CAPITAL SERVICES	SPEECH MATERIAL	SPECIAL EDUCATION DEPARTMENT	01	440.28
P24-03899	AMAZON CAPITAL SERVICES	COACHING FOR EQUITY BOOKS	HUMAN RESOURCE SERVICES	01	551.00
P24-03900	CHARTER AMERICA BUS CO THANDI ENTERPRISES INC	TRANSPORTATION FOR STUDENT IN SPORTS-CHARTER AMER	EQUITY, ACCESS & EXCELLENCE	01	3,400.00
P24-03901	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS PERRYMAN 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	491.27
P24-03902	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS PERRYMAN 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	457.74

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03903	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS PERRYMAN 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	580.84
P24-03904	SCUSD - US BANK CAL CARD	GREAT AMERICA FIELD TRIP - AMTRACK	ROSEMONT HIGH SCHOOL	01	1,152.00
P24-03905	ELLIS & ELLIS SIGNS & DISPLAYS	THE CK LOGO SIGN IN NICHOLAS ELEM-F61	NUTRITION SERVICES DEPARTMENT	61	9,330.75
P24-03906	AMAZON CAPITAL SERVICES	CALMING CENTERS 2023-24SY	BOWLING GREEN ELEMENTARY	09	1,861.56
P24-03907	STEWART SIGNS	SCHOOL MARQUEE	WEST CAMPUS	01	14,933.76
P24-03908	AMAZON CAPITAL SERVICES	SCHOOL SUPPLIES 2023-24SY	MARK TWAIN ELEMENTARY SCHOOL	01	769.87
P24-03909	STARFALL EDUCATION FOUNDATION	STARFALL SCHOOL MEMBERSHIP	PACIFIC ELEMENTARY SCHOOL	01	355.00
P24-03910	AMAZON CAPITAL SERVICES	CALMING CENTERS 2023-24SY	BOWLING GREEN ELEMENTARY	09	906.85
P24-03911	SCUSD - US BANK CAL CARD	GREAT AMERICA FIELD TRIP	ROSEMONT HIGH SCHOOL	01	1,091.72
P24-03912	SCHOOL SPECIALTY	2 CHAIRS FOR ADMIN OFFICE 2023-24SY	SUCCESS ACADEMY	01	268.35
P24-03913	TEACHER CREATED RESOURCES	GILBERT-TEACHER CREATED RESOURCES 2023-24SY	BG CHACON ACADEMY	09	629.83
P24-03914	AMAZON CAPITAL SERVICES	BRUCE AMAZON ORDER 2023-24SY	PARKWAY ELEMENTARY SCHOOL	01	153.89
P24-03915	AMAZON CAPITAL SERVICES	Supplement materials to improve reading	PHOEBE A HEARST BASIC ELEM.	01	1,489.77
P24-03916	PRIME EDUCATION PRODUCTS dba G EYER INSTRUCTIONAL PRODUCTS	MATH INSTRUCTIONAL MATERIALS 2023-24SY	HIRAM W. JOHNSON HIGH SCHOOL	01	60.24
P24-03917	AMAZON CAPITAL SERVICES	ART/CREATIVITY SUPPLIES 2023-24SY	WOODBINE ELEMENTARY SCHOOL	01	745.97
P24-03918	TOBII DYNAVOX LLC	AT/AAC MATERIAL [REDACTED]	SPECIAL EDUCATION DEPARTMENT	01	21,164.81
P24-03919	MT LIBRARY SERVICES JUNIOR LIB RARY GUILD	JLG Literacy Support 2Yrs June 2024-Sept 2026	LIBRARY/TEXTBOOK SERVICES	01	139,121.16
P24-03920	CHENG & TSUI CO	Japanese & Chinese World Lang Adoption	LIBRARY/TEXTBOOK SERVICES	01	364,284.67
P24-03921	AMAZON CAPITAL SERVICES	ESL SUPPLIES 2023-24SY	ISADOR COHEN ELEMENTARY SCHOOL	01	828.60
P24-03922	SAVVAS	2015 EnVisions Math WkBk + 1 Yr Licenses	LIBRARY/TEXTBOOK SERVICES	01	303,227.63
P24-03923	AMAZON CAPITAL SERVICES	WALKIE TALKIES 2023-24SY	BOWLING GREEN ELEMENTARY	09	448.88
P24-03924	VELOCITY SPORTS GROUP LLC	WILLIAM LAND TURF PAINTING	FACILITIES MAINTENANCE	01	1,750.00
P24-03925	BURTON LOVGREN dba LOVGREN AND ASSOCIATES	0415-468 CAL CAMPUS RENEWAL - MOVING FURNITURE	FACILITIES SUPPORT SERVICES	21	93,187.00

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03926	BIZON GROUP INC dba CONEXWEST	0410-409 A.EINSTEIN CORE CONTAINER RENTALS	FACILITIES SUPPORT SERVICES	21	8,473.18
P24-03927	TROXELL COMMUNICATIONS INC	0415-468 CAL CAMPUS RENEWAL-NEWLIN TOUCH DISPLAYS	FACILITIES SUPPORT SERVICES	21	149,212.50
P24-03928	TROXELL COMMUNICATIONS INC	0242-468 MATSUYAMA RENEWAL-NEWLIN TOUCH DISPLAYS	FACILITIES SUPPORT SERVICES	21	112,059.38
P24-03929	TROXELL COMMUNICATIONS INC	0004-468 ABIRNEY RENEWAL-NEWLIN TOUCH DISPLAYS	FACILITIES SUPPORT SERVICES	21	82,336.88
P24-03930	MOECLEAN LLC	ONBOARD TANK AND PUMP CARPET CLEANER	BUILDINGS & GROUNDS/OPERATIONS	01	38,008.13
P24-03931	THE HOME DEPOT PRO	HS AUTO SCRUBBERS (ATHLETICS RE-FRESH)	EQUITY, ACCESS & EXCELLENCE	01	26,099.02
P24-03932	PAPE MACHINERY, INC	ELECTRIC CARTS (ATHLETICS RE-FRESH)	EQUITY, ACCESS & EXCELLENCE	01	86,591.64
P24-03933	ABC PLUMBING, HEATING and AC	CAMERA PLUMBING AT CKM	FACILITIES MAINTENANCE	01	1,700.00
P24-03934	EAGLE MAT & FLOOR PRODUCTS	UMOJA LOGO MATS (NAME CHANGE)	FACILITIES SUPPORT SERVICES	01	15,997.98
P24-03935	CULVER ARMATURE & MOTOR	EMERGENCY IRRIGATION PUMP FOR HARKNESS	FACILITIES MAINTENANCE	01	6,185.34
P24-03937	SCUSD - US BANK CAL CARD	COMMERCIAL VEHICLE REG / BUS FLEET	TRANSPORTATION SERVICES	01	4,201.99
P24-03938	FOOTHILL FIRE PROTECTION INC	CONFIRMING-FIRE HYDRANTS-CAP COLLEGIATE/ENG&SCI	FACILITIES MAINTENANCE	01	2,020.00
P24-03939	AMAZON CAPITAL SERVICES	\$1000 ORDER FOR MS. ROBINSON (RM:8)	BOWLING GREEN ELEMENTARY	09	160.80
P24-03940	AMAZON CAPITAL SERVICES	CALMING CORNER 2023-24SY	PACIFIC ELEMENTARY SCHOOL	01	381.58
P24-03941	BSN SPORTS LLC	ATHLETIC EQUIPMENT RE-FRESH / ROSEMONT HA	EQUITY, ACCESS & EXCELLENCE	01	270,053.18
P24-03942	BSN SPORTS LLC	ATHLETIC EQUIPMENT RE-FRESH / HIRAM JOHNSON HS	EQUITY, ACCESS & EXCELLENCE	01	270,145.28
P24-03943	BSN SPORTS LLC	ATHLETIC EQUIPMENT RE-FRESH / JFK HS	EQUITY, ACCESS & EXCELLENCE	01	272,320.21
P24-03944	BSN SPORTS LLC	ATHLETIC EQUIPMENT RE-FRESH / LUTHER BURBANK HS	EQUITY, ACCESS & EXCELLENCE	01	272,320.21
P24-03945	ALL WEST COACHLINES INC	AFTER DEADLINE	HOLLYWOOD PARK ELEMENTARY	01	3,856.34
P24-03946	ART DOCENT PROGRAM	ART DOCENT PROGRAM FOR STUDENTS	PACIFIC ELEMENTARY SCHOOL	01	499.00
P24-03947	AMAZON CAPITAL SERVICES	SUPPLIES/MATERIALS (HOMELESS SERVICES) 2023-24SY	STUDENT SUPPORT&HEALTH SRVCS	01	365.21

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03948	ALL WEST COACHLINES INC	WESTMINSTER WOODS 5/6-8/24	HOLLYWOOD PARK ELEMENTARY	01	3,856.34
P24-03949	INGENIUM GROUP	SCIENCE WASTE REMOVAL	JOHN F. KENNEDY HIGH SCHOOL	01	4,710.80
P24-03950	AMAZON CAPITAL SERVICES	AMAZON ORDER 2023-24SY	CAPITAL CITY SCHOOL	01	536.87
P24-03951	JET MULCH INC	AFTER DEADLINE - CONFIRMING INVOICES	EARLY LEARNING & CARE PROGRAMS	12	3,545.18
P24-03952	AMADOR STAGE LINES INC	TRANSPORTATION FOR STUDENT IN SPORTS- AMADOR STAGE	EQUITY, ACCESS & EXCELLENCE	01	3,360.00
P24-03953	ALL WEST COACHLINES INC	TRANSPORTATION FOR STUDENT IN SPORTS- ALL WEST CO	EQUITY, ACCESS & EXCELLENCE	01	2,473.80
P24-03954	AMADOR STAGE LINES INC	MUIR WOODS-ELOP- CHARTER BUS	BG CHACON ACADEMY	09	2,960.00
P24-03955	UNIVERSAL LIMOUSINE CO	KINDER SAC ZOO-CHARTER BUS	BG CHACON ACADEMY	09	2,150.00
P24-03956	WESTERN CAMPS	6TH GRADE SCIENCE CAMP PROGRAM - GROUNDS PYMT	WILLIAM LAND ELEMENTARY	01	18,072.00
P24-03957	SCUSD - US BANK CAL CARD	ALCATRAZ TICKETS FOR CJA FIELD TRIP 4/9/24	C. K. McCLATCHY HIGH SCHOOL	01	1,937.60
P24-03958	AMAZON CAPITAL SERVICES	INCENTIVES 2023-24SY	WOODBINE ELEMENTARY SCHOOL	01	455.11
P24-03959	AMAZON CAPITAL SERVICES	ART/CREATIVITY SUPPLIES 2023-24SY	WOODBINE ELEMENTARY SCHOOL	01	393.50
P24-03960	SCHOLASTIC INC	\$1000 FOR MS. LISA SCHOLASTIC MAGA ZINES	BOWLING GREEN ELEMENTARY	09	530.66
P24-03961	SCHOLASTIC INC	\$1000 ORDER FOR MS. CHAI SCHOLASTIC MAGA ZINES	BOWLING GREEN ELEMENTARY	09	108.74
P24-03962	AMAZON CAPITAL SERVICES	ROAR CART INCENTIVES #4 2023-24SY	WOODBINE ELEMENTARY SCHOOL	01	229.82
P24-03963	AMAZON CAPITAL SERVICES	ORDER FOR MS. LE (RM 4) 2023-24SY	BOWLING GREEN ELEMENTARY	09	408.47
P24-03964	LEARN FRESH EDUCATION CO	MATH ENHANCEMENT	JOHN H. STILL - K-8	01	815.63
P24-03965	SIERRA NEVADA JOURNEYS	SIERRA NEVADA JOURNEYS INVOICE - 5TH GRADE 2024	PACIFIC ELEMENTARY SCHOOL	01	264.00
P24-03966	AMAZON CAPITAL SERVICES	ROAR CART INCENTIVES #1 2023-24SY	WOODBINE ELEMENTARY SCHOOL	01	322.86
P24-03967	CINTAS CORP	MFG_UNIFORM SHIRT ORDER_BOOKSTORE	CHARLES A. JONES CAREER & ED	11	1,629.44
P24-03968	AMAZON CAPITAL SERVICES	ROAR CART INCENTIVES #2 2023-24SY	WOODBINE ELEMENTARY SCHOOL	01	332.64
P24-03969	SCUSD - US BANK CAL CARD	MUSIC FESTIVAL FIELD TRIP TICKETS	WILL C. WOOD MIDDLE SCHOOL	01	4,540.00
P24-03970	WILSON TROPHY COMPANY INC	MS/HS PROMOTION MEDALS 2023-24SY	UMOJA INTERNATIONAL ACADEMY	01	80.30
P24-03971	THE HOME DEPOT PRO	CLEANING SUPPLIES 2023-24SY	MARK TWAIN ELEMENTARY SCHOOL	01	1,038.30

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03972	AMAZON CAPITAL SERVICES	ORDER FOR MS. FONG (WW6) 2023-24SY	BOWLING GREEN ELEMENTARY	09	214.17
P24-03973	LAKESHORE LEARNING MATERIALS	ORDER FOR MS. DO (WW5) 2023-24SY	BOWLING GREEN ELEMENTARY	09	295.63
P24-03974	SCUSD - US BANK CAL CARD	RENAMING EMBOSSER H.S. TRANSCRIPT	UMOJA INTERNATIONAL ACADEMY	01	365.45
P24-03975	CDW GOVERNMENT	STAFF COMPUTERS	BG CHACON ACADEMY	09	2,085.43
P24-03976	ROHIT VARANDMAL dba RAMSS LLC	CLOTHES FOR HOMELESS DEPT	STUDENT SUPPORT&HEALTH SRVCS	01	5,928.97
P24-03977	COLLEGE ENTRANCE EXAMINATION B OARD	SPRINGBOARD ELA EDITION	CALIFORNIA MIDDLE SCHOOL	01	4,794.88
P24-03978	ENDERTON GROUP INC	AFTER DEADLINE - WOODEN SIGN FOR NAME CHANGE	MIWOK MIDDLE SCHOOL	01	961.10
P24-03979	ULINE ACCOUNTS RECEIVABLE	DUPLICATE ORDER ONRICKA HENDERSON	JOHN F. KENNEDY HIGH SCHOOL	01	797.66
P24-03980	COUNTY OF SACRAMENTO ENVIRONMENTAL MGMT DEPT	SWIMMING POOL PERMIT	JOHN F. KENNEDY HIGH SCHOOL	01	2,473.84
P24-03981	AIMEE THIBEDEAU	TREAT-AS-CONFIRMING: REIMBURSE FOR CAMERA REPAIR	C. K. McCLATCHY HIGH SCHOOL	01	643.00
P24-03982	BSN SPORTS LLC	ATHLETIC EQUIPMENT RE-FRESH / CKM HS	EQUITY, ACCESS & EXCELLENCE	01	272,251.05
P24-03983	CROWN LIFT TRUCKS	CROWN BATTERIES FOR WAREHOUSE	NUTRITION SERVICES DEPARTMENT	13	19,194.16
P24-03984	BSN SPORTS LLC	ATHLETIC EQUIPMENT RE-FRESH / WEST CAMPUS	EQUITY, ACCESS & EXCELLENCE	01	239,054.17
P24-03985	SAMANO, JENNI	TEACHER OF THE YEAR AND CC CHAMP AWARDS	HUMAN RESOURCE SERVICES	01	1,360.00
P24-03986	CSHA	TABLE-REGISTRATION FOR CSHA 3/14-3/17/24	HUMAN RESOURCE SERVICES	01	600.00
P24-03987	CRISIS PREVENTION INSTITUTE	CPI TRAINING-SAFETY OFFICERS	SAFE SCHOOLS OFFICE	01	26,445.00
P24-03988	ALL WEST COACHLINES	HMS All West invoice81765	HIRAM W. JOHNSON HIGH SCHOOL	01	1,745.63
P24-03989	SCOE FINANCIAL SERVICES	DIRECT PAY REF INVOICE #200846	ACCOUNTING SERVICES DEPARTMENT	01	29,700.00
P24-03990	MICHAEL'S TRANSPORTATION	HMS Michaels invoice 123864	HIRAM W. JOHNSON HIGH SCHOOL	01	1,116.00
P24-03991	CAL ART DESIGN CORP dba MALIBU CERAMIC WORKS	TILE MURAL FOR QUAD	C. K. McCLATCHY HIGH SCHOOL	01	21,185.84
P24-03992	KLINE EDUCATINAL SYSTEMS	KLEIN EDUCATIONAL SYSTEMS FOR JB POLANCO @ JFK	CAREER & TECHNICAL PREPARATION	01	181,617.94
P24-03993	3 FORTY INC	COMMUNITY FAIR UMOJA INTERNATIONAL ACADEMY 6/1/24	COMMUNICATIONS OFFICE	01	1,345.00
P24-03994	AMAZON CAPITAL SERVICES	ORDER FOR MS. SAECHAO (WW9) 2023-24SY	BOWLING GREEN ELEMENTARY	09	957.58

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-03995	AMAZON CAPITAL SERVICES	ORDER FOR MS. SAECHAO (VW9) 2023-24SY	BOWLING GREEN ELEMENTARY	09	83.57
P24-03996	LARRY A. BJURLIN dba LAB CORPO RATION	LUCAS-NUELLE - REPAIR PATHWAY FOR JB POLANCO @ JFK	CAREER & TECHNICAL PREPARATION	01	35,900.00
P24-03997	AMAZON CAPITAL SERVICES	ROAR CART INCENTIVES #3 2023-24SY	WOODBINE ELEMENTARY SCHOOL	01	343.51
P24-03998	ROCIO ALMANZA	REIMBURSEMENT FOR SCIENCE DISSECTION SUPPLIES	GENEVIEVE DIDION ELEMENTARY	01	756.32
P24-03999	COUNTY OF SACRAMENTO ENVIRONME NTAL MGMT DEPT	COUNTY OF SACRAMENTO- INV618177	HIRAM W. JOHNSON HIGH SCHOOL	01	943.00
P24-04000	UNIVERSAL LIMOUSINE CO	bus	CROCKER/RIVERSIDE ELEMENTARY	01	1,230.00
P24-04001	AMAZON CAPITAL SERVICES	ORDER FOR MS. LO (RM 3) 2023-24SY	BOWLING GREEN ELEMENTARY	09	326.96
P24-04002	AMAZON CAPITAL SERVICES	VAZQUEZ-AMAZON 2023-24 SY	BG CHACON ACADEMY	09	45.77
P24-04003	SCUSD - US BANK CAL CARD	JCBA QUARRY PARK 5-1-24	HIRAM W. JOHNSON HIGH SCHOOL	01	2,601.36
P24-04004	DEPT OF INDUSTRIAL RELATIONS	CAL/OSHA COLLECTION LETTER	JOHN F. KENNEDY HIGH SCHOOL	01	750.00
P24-04005	AMAZON CAPITAL SERVICES	ORDER FOR MS. DOWNING (RM 6)	BOWLING GREEN ELEMENTARY	09	114.96
P24-04006	GD THEATRES INC	THE CREST THEATER GRAD FACILITY RENTAL CONTRACT	UMOJA INTERNATIONAL ACADEMY	01	2,560.00
P24-04007	AMAZON CAPITAL SERVICES	ORDER FOR MS. KISTNER (WW CAFE) 2023-24SY	BOWLING GREEN ELEMENTARY	09	174.04
P24-04008	AMAZON CAPITAL SERVICES	ORDER FOR MS. DOWNING 2023-24SY	BOWLING GREEN ELEMENTARY	09	131.45
P24-04009	AMAZON CAPITAL SERVICES	ORDER FOR MS. LO (RM 5) 2023-24SY	BOWLING GREEN ELEMENTARY	09	347.81
P24-04010	AMAZON CAPITAL SERVICES	FOR STUDENT SUPPORT CENTER 2023-24 SY	BOWLING GREEN ELEMENTARY	09	147.41
P24-04011	AMAZON CAPITAL SERVICES	\$1000 ORDER FOR MS. LO (RM 5)	BOWLING GREEN ELEMENTARY	09	231.98
P24-04012	SCOE FINANCIAL SERVICES	6TH GRADE SYLPARK FIELD TRIP 24-25 DEPOSIT	THEODORE JUDAH ELEMENTARY	01	3,300.00
P24-04013	SCUSD - US BANK CAL CARD	HEIDI LYNCH/JONDELL TAYLOR MAY 17, 2024	JOHN H. STILL - K-8	01	1,140.00
P24-04014	BIZERBA USA INC	CPU PREASSEMBLED FLASH-AS "CONFIRMING"	NUTRITION SERVICES DEPARTMENT	13	818.50
P24-04015	SCUSD - TRAVEL CAL CARD	2024 ALCATRAZ FIELD TRIP GROUP FEE	YOUTH DEVELOPMENT	01	3,636.34
P24-04016	CDW GOVERNMENT	PROJECTORS	ETHEL PHILLIPS ELEMENTARY	01	5,926.88
P24-04017	CDW GOVERNMENT	EAC/MOC - LAPTOP/NOTEBOOK	ENROLLMENT CENTER	01	1,006.48

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PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-04018	SCOE FINANCIAL SERVICES	Sly Park	MARK TWAIN ELEMENTARY SCHOOL	01	1,800.00
P24-04019	SCOE FINANCIAL SERVICES	2024-2025 SLY PARK DEPOSIT	GENEVIEVE DIDION ELEMENTARY	01	3,300.00
P24-04020	ULINE	CHAIRS FOR PRINCIPAL OFFICE	CALEB GREENWOOD ELEMENTARY	01	493.13
P24-04021	J'S COMMUNICATIONS INC	TWO-WAY RADIOS	SEQUOIA ELEMENTARY SCHOOL	01	1,973.39
P24-04022	CDW GOVERNMENT	STAFF PRINTERS	BG CHACON ACADEMY	09	2,493.59
P24-04023	LAZEL INC dba LEARNING A-Z INC LLC	RAZ-PLUS/ESPAÑOL	BG CHACON ACADEMY	09	3,083.00
P24-04024	LAKESHORE LEARNING MATERIALS	CAMPA-RODRIGUEZ-LAKESH ORE	BG CHACON ACADEMY	09	660.45
P24-04025	UNIVERSAL LIMOUSINE CO	TRANSPORTATION SLY PARK FT	MARK TWAIN ELEMENTARY SCHOOL	01	2,970.00
P24-04026	ODP BUSINESS SOLUTIONS LLC	VAPA INSTRUCTIONAL SUPPLIES	HIRAM W. JOHNSON HIGH SCHOOL	01	2,226.13
P24-04027	SCHOOL SPECIALTY	AHMADZAI-SCHOOL SPECIALTY	BG CHACON ACADEMY	09	1,140.96
P24-04028	PACIFIC OFFICE AUTOMATION	RISO MAINT. AGREEMENT 2023/2024-2024/2025	NEW JOSEPH BONNHEIM	09	742.50
P24-04029	SCOE FINANCIAL SERVICES	Sly Park Deposit	PHOEBE A HEARST BASIC ELEM.	01	4,700.00
P24-04030	ALL WEST COACHLINES INC	1ST GRADE SEAQUEST-CHARTER BUS	BG CHACON ACADEMY	09	1,236.90
P24-04031	BLICK ART MATERIALS	ART INSTRUCTIONAL SUPPLIES	HIRAM W. JOHNSON HIGH SCHOOL	01	2,281.56
P24-04032	ORIENTAL TRADING CO, ACCT 2520 80	AHMADZAI-ORIENTAL TRADING	BG CHACON ACADEMY	09	602.24
P24-04034	SCUSD - US BANK CAL CARD	ELOP FIELD TRIP-ANGEL ISLAND	BG CHACON ACADEMY	09	126.00
P24-04035	LAKESHORE LEARNING MATERIALS	PEREZ-LAKESHORE 2023-24SY	BG CHACON ACADEMY	09	741.21
P24-04036	REALLY GOOD STUFF	MENDOZA-REALLY GOOD STUFF 2023-24SY	BG CHACON ACADEMY	09	1,809.25
P24-04037	GOPHER SPORT	GOPHER PE INSTRUCTIONAL EQUIPMENT 23-24SY	CAPITAL CITY SCHOOL	01	12,788.50
P24-04038	AMAZON CAPITAL SERVICES	GARDEN SUPPLIES 2023-24SY	THEODORE JUDAH ELEMENTARY	01	668.70
P24-04039	AMAZON CAPITAL SERVICES	ENVIRONMENTAL SCIENCE AP BOOK 2023-24SY	GEO WASHINGTON CARVER	09	21.09
P24-04040	AMAZON CAPITAL SERVICES	WALDORF LEARNING BOOKS 2023-24SY	GEO WASHINGTON CARVER	09	1,403.40
P24-04041	AMAZON CAPITAL SERVICES	GILBERT-AMAZON 2023-24SY	BG CHACON ACADEMY	09	241.46
P24-04042	ARBOR SCIENTIFIC	SCIENCE INSTRUCTIONAL SUPPLIES 2023-24SY	HIRAM W. JOHNSON HIGH SCHOOL	01	442.91
P24-04043	KLINE MUSIC INC	VAPA-MUSIC- INSTRUCT. SUPPLIES 2023-24SY	HIRAM W. JOHNSON HIGH SCHOOL	01	4,564.74

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Includes Purchase Orders dated 04/15/2024 - 05/14/2024 ***

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P24-04044	REALLY GOOD STUFF	GILBERT-REALLY GOOD STUFF 2023-24SY	BG CHACON ACADEMY	09	810.01
P24-04045	NASCO	VAPA- INSTRUCTIONAL MATERIALS	HIRAM W. JOHNSON HIGH SCHOOL	01	565.50
P24-04046	LAKESHORE LEARNING MATERIALS	CHAVEZ-LAKESHORE	BG CHACON ACADEMY	09	943.60
P24-04047	REALLY GOOD STUFF	RAMIREZ-REALLY GOOD STUFF	BG CHACON ACADEMY	09	517.21
P24-04048	LAKESHORE LEARNING MATERIALS	RAMIREZ-LAKESHORE	BG CHACON ACADEMY	09	601.12
P24-04049	LAKESHORE LEARNING MATERIALS	VAZQUEZ-LAKESHORE	BG CHACON ACADEMY	09	394.18
P24-04050	ORIENTAL TRADING CO, ACCT 2520 80	VAZQUEZ-ORIENTAL TRADING COMPANY	BG CHACON ACADEMY	09	318.37
P24-04051	COMMUNICAID INC	TRANSLATION SERVICES	HUMAN RESOURCE SERVICES	01	7,681.32
P24-04052	I'M THE CHEF TOO LLC	2ND GRADE COOKING CLASS	BG CHACON ACADEMY	09	7,068.21
P24-04053	BISHOPS PUMPKIN FARM INC	BISHOPS FARM/HAMBURGER FARM SCHOOL FIELD TRIP	NEW JOSEPH BONNHEIM	09	3,720.00
P24-04054	DARREN HALL	JFK & SAC HIGH POOL DRAIN COVERS	FACILITIES MAINTENANCE	01	5,565.00
P24-04056	AMADOR STAGE LINES INC	AMADOR CHARTER SIX FLAGS FIELD TRIP MEDINA	ROSA PARKS MIDDLE SCHOOL	01	1,860.85
P24-04057	LIZA BARNES	STUDENT INCENTIVE FOR PBIS/ATTENDANCE	SUSAN B. ANTHONY ELEMENTARY	01	122.18
P24-04058	BROADWAY SACRAMENTO	SUMMER 2024 FIELD TRIP	YOUTH DEVELOPMENT	01	12,739.00
P24-04059	WALKER CREEK RANCH MARIN COUNT Y OUTDOOR SCHOOL	WALKER CREEK RANCH 6TH GRADE TRIP	CROCKER/RIVERSIDE ELEMENTARY	01	33,249.00
P24-04154	LAMON CONSTRUCTION CO INC	0004-468 ALICE BIRNEY RENEWAL CONSTRUCTION SVC	FACILITIES SUPPORT SERVICES	21	9,469,000.00
P24-04155	RODAN BUILDERS INC	0242-468 MATSUYAMA CAMPUS RENEWAL CONSTRUCTION SVC	FACILITIES SUPPORT SERVICES	21	8,205,000.00
P24-04156	PATIO DESIGNERS LLC	0272-416 PKWY SHADE STRUCTURE-CONST SERV	FACILITIES SUPPORT SERVICES	21	463,000.00
TB24-00015	JAMIE YORK PRESS INC	6th grade Waldorf Math WkBks	LIBRARY/TEXTBOOK SERVICES	01	1,027.22
TB24-00016	YUEPHENG XIONG dba HMONG ABC	Hmong World Language Curriculum Adoption 2024	LIBRARY/TEXTBOOK SERVICES	01	9,364.33
TB24-00017	VISTA HIGHER LEARNING	Vista Pilot Materials, already at sites	LIBRARY/TEXTBOOK SERVICES	01	97,585.39
TB24-00018	HER PUBLISHER LLC	Hmong World Language Adoption	LIBRARY/TEXTBOOK SERVICES	01	3,704.00
TB24-00019	J WESTON WALCH PUBLISHER	Integrated Math WkBks 2024-2025	LIBRARY/TEXTBOOK SERVICES	01	112,981.34
TB24-00020	SAVVAS	K-2 Math 2020 Additional Practice WkBks	LIBRARY/TEXTBOOK SERVICES	01	166,239.96

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Includes Purchase Orders dated 04/15/2024 - 05/14/2024 ***

PO Number	Vendor Name	Description	Location	Fund	Account Amount
TB24-00021	CENTER FOR THE COLLABORATIVE CLASSROOM	SIPPS curriculum purchase for all sites	LIBRARY/TEXTBOOK SERVICES	01	505,687.50
TB24-00022	VISTA HIGHER LEARNING	French, Spanish, Sfs Speakers 7 yrs WkBk adopt	LIBRARY/TEXTBOOK SERVICES	01	1,065,103.71
TB24-00023	WOLTERS KLUWER HEALTH	VN_BOOKSTORE PURCHASE	CHARLES A. JONES CAREER & ED	11	1,761.75
TB24-00024	CHENG & TSUI CO	Japanese & Chinese WkBk 8 yrs	LIBRARY/TEXTBOOK SERVICES	01	232,841.30
Total Number of POs			699	Total	37,442,194.36

Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	554	16,953,591.12
09	Charter School	80	163,853.75
11	Adult Education	14	123,912.72
12	Child Development	20	25,659.11
13	Cafeteria	7	54,348.78
21	Building Fund	23	20,111,498.13
61	Cafeteria Enterprise Fund	1	9,330.75
		Total	37,442,194.36

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Includes Purchase Orders dated 04/15/2024 - 05/14/2024 ***

PO Changes

	<u>New PO Amount</u>	<u>Fund/ Object</u>	<u>Description</u>	<u>Change Amount</u>
B24-00013	4,694.29	13-4710	Cafeteria/Food	2,305.71-
B24-00014	40,000.00	13-4710	Cafeteria/Food	40,000.00-
B24-00016	7,445.70	13-4326	Cafeteria/Nutrition Ed/Paper Supplies	479.25-
		13-4710	Cafeteria/Food	2,075.05-
			Total PO B24-00016	2,554.30-
B24-00057	13,500.00	01-4320	General Fund/Non-Instructional Materials/Su	5,000.00
B24-00063	24,000.00	01-4320	General Fund/Non-Instructional Materials/Su	5,000.00-
B24-00067	.00	01-5800	General Fund/Other Contractual Expenses	1,000.00-
B24-00069	3,000.00	01-4320	General Fund/Non-Instructional Materials/Su	3,565.41-
B24-00071	.00	01-4320	General Fund/Non-Instructional Materials/Su	3,000.00-
B24-00079	2,748.00	01-4320	General Fund/Non-Instructional Materials/Su	631.59
B24-00080	18,500.00	01-4320	General Fund/Non-Instructional Materials/Su	2,500.00
B24-00082	12,500.00	01-4320	General Fund/Non-Instructional Materials/Su	2,500.00
B24-00083	17,500.00	01-4320	General Fund/Non-Instructional Materials/Su	2,500.00
B24-00101	147,000.00	13-4710	Cafeteria/Food	.00
B24-00116	22,000.00	01-5800	General Fund/Other Contractual Expenses	10,000.00
B24-00122	225,946.28	13-4710	Cafeteria/Food	24,053.72-
B24-00124	384,000.00	13-4326	Cafeteria/Nutrition Ed/Paper Supplies	144,000.00
B24-00125	205,000.00	13-4710	Cafeteria/Food	20,000.00-
B24-00126	168,000.00	13-4710	Cafeteria/Food	36,000.00-
B24-00128	12,682.32	13-4710	Cafeteria/Food	17,317.68-
B24-00130	30,200.00	13-5810	Cafeteria/Tickets/Fees/Regis.for Parents	4,200.00
B24-00131	240,000.00	13-4710	Cafeteria/Food	50,000.00
B24-00132	83,000.00	13-4326	Cafeteria/Nutrition Ed/Paper Supplies	8,000.00
B24-00142	51,221.44	13-4326	Cafeteria/Nutrition Ed/Paper Supplies	4,389.00-
		13-4710	Cafeteria/Food	29,389.56-
			Total PO B24-00142	33,778.56-
B24-00155	2,420,219.00	01-5450	General Fund/All Other Insurance	93,253.00
B24-00185	17,000.00	13-4326	Cafeteria/Nutrition Ed/Paper Supplies	4,000.00
B24-00193	40,000.00	13-4325	Cafeteria/Nutrition Ed/Equipment Parts	10,000.00-
B24-00194	40,000.00	13-4320	Cafeteria/Non-Instructional Materials/Su	5,000.00-
B24-00196	25,000.00	13-5800	Cafeteria/Other Contractual Expenses	5,000.00
B24-00197	2,500.00	13-4325	Cafeteria/Nutrition Ed/Equipment Parts	2,000.00-
B24-00198	1,300.00	13-5810	Cafeteria/Tickets/Fees/Regis.for Parents	1,200.00
B24-00210	6,000.00	13-4326	Cafeteria/Nutrition Ed/Paper Supplies	4,000.00-
B24-00216	14,951.17	01-5690	General Fund/Other Contracts, Rents, Leases	392.54
		13-5690	Cafeteria/Other Contracts, Rents, Leases	4,550.00
			Total PO B24-00216	4,942.54

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Includes Purchase Orders dated 04/15/2024 - 05/14/2024 ***

PO Changes (continued)

	New PO Amount	Fund/ Object	Description	Change Amount
B24-00217	53,726.97	13-4326	Cafeteria/Nutrition Ed/Paper Supplies	4,726.97
B24-00255	1,970,000.00	13-4710	Cafeteria/Food	30,000.00-
B24-00256	970,000.00	13-4710	Cafeteria/Food	30,000.00-
B24-00259	6,852.00	13-4710	Cafeteria/Food	3,148.00-
B24-00316	208,000.00	13-4710	Cafeteria/Food	20,000.00
B24-00327	875,000.00	01-5930	General Fund/Telephones/Cell Phones	175,000.00
B24-00334	.00	01-5800	General Fund/Other Contractual Expenses	6,000.00-
B24-00336	18,000.00	01-5610	General Fund/Equipment Rental	7,000.00
B24-00340	7,861.68	01-4320	General Fund/Non-Instructional Materials/Su	4,000.00
B24-00341	.00	01-4320	General Fund/Non-Instructional Materials/Su	4,000.00-
B24-00344	27,500.00	01-4320	General Fund/Non-Instructional Materials/Su	10,000.00
B24-00346	4,000.00	01-4320	General Fund/Non-Instructional Materials/Su	500.00
B24-00348	24,000.00	01-4320	General Fund/Non-Instructional Materials/Su	8,000.00
B24-00349	.00	01-4320	General Fund/Non-Instructional Materials/Su	1,000.00-
B24-00354	252.00	01-4320	General Fund/Non-Instructional Materials/Su	748.00-
B24-00361	.00	01-4320	General Fund/Non-Instructional Materials/Su	5,000.00-
B24-00366	7,700.00	01-5800	General Fund/Other Contractual Expenses	4,200.00
B24-00367	15,346.00	01-4320	General Fund/Non-Instructional Materials/Su	5,346.00
B24-00368	154.00	01-4320	General Fund/Non-Instructional Materials/Su	346.00-
B24-00378	17,000.00	01-4320	General Fund/Non-Instructional Materials/Su	2,000.00
B24-00380	.00	01-5690	General Fund/Other Contracts, Rents, Leases	1,000.00-
B24-00385	162,000.00	13-4710	Cafeteria/Food	30,000.00
B24-00386	170,883.40	13-4710	Cafeteria/Food	73,616.60-
B24-00396	960.38	01-5800	General Fund/Other Contractual Expenses	539.62-
B24-00399	26,000.00	01-5800	General Fund/Other Contractual Expenses	6,000.00
B24-00404	203,040.96	13-4710	Cafeteria/Food	54,513.37
B24-00406	32,497.20	13-4710	Cafeteria/Food	32,502.80-
B24-00409	6,800.00	01-5832	General Fund/Transportation-Field Trips	1,800.00
B24-00418	4,500.00	01-5832	General Fund/Transportation-Field Trips	4,000.00
B24-00422	2,500.00	01-5832	General Fund/Transportation-Field Trips	500.00
B24-00426	444,728.37	13-4710	Cafeteria/Food	7,728.37
B24-00427	108,351.37	13-4710	Cafeteria/Food	10,351.37
B24-00429	25,999.00	13-4710	Cafeteria/Food	2,000.00
B24-00442	4,000.00	01-5690	General Fund/Other Contracts, Rents, Leases	1,000.00
B24-00471	34,320.00	01-5690	General Fund/Other Contracts, Rents, Leases	4,180.00-
B24-00474	31,000.00	01-4320	General Fund/Non-Instructional Materials/Su	3,000.00
B24-00475	14,500.00	01-4320	General Fund/Non-Instructional Materials/Su	2,500.00
B24-00486	32,000.00	01-5810	General Fund/Tickets/Fees/Regis.for Parents	2,000.00
B24-00487	18,000.00	01-5810	General Fund/Tickets/Fees/Regis.for Parents	4,000.00

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Includes Purchase Orders dated 04/15/2024 - 05/14/2024 ***

PO Changes (continued)

	New PO Amount	Fund/ Object	Description	Change Amount
B24-00510	5,000.00	01-4320	General Fund/Non-Instructional Materials/Su	5,000.00-
B24-00551	12,180.00	01-4320	General Fund/Non-Instructional Materials/Su	1,055.34
B24-00582	36,000.00	01-4333	General Fund/Tires	16,000.00
B24-00588	26,890.00	01-5832	General Fund/Transportation-Field Trips	5,000.00
B24-00591	8,000.00	13-5690	Cafeteria/Other Contracts, Rents, Leases	4,000.00-
B24-00609	123,000.00	01-5800	General Fund/Other Contractual Expenses	3,000.00
B24-00645	.00	01-5800	General Fund/Other Contractual Expenses	500.00-
B24-00654	22,739.50	01-5832	General Fund/Transportation-Field Trips	6,739.50
B24-00656	2,000.00	01-5832	General Fund/Transportation-Field Trips	2,000.00-
B24-00660	250,871.00	13-4710	Cafeteria/Food	60,000.00
B24-00666	30,976.00	13-4710	Cafeteria/Food	11,024.00-
B24-00671	3,000.00	13-4326	Cafeteria/Nutrition Ed/Paper Supplies	2,000.00
B24-00683	2,000.00	01-5832	General Fund/Transportation-Field Trips	2,000.00-
B24-00693	8,000.00	13-4710	Cafeteria/Food	5,000.00
B24-00707	11,000.00	13-4710	Cafeteria/Food	1,000.00
B24-00715	5,280.00	01-4310	General Fund/Instructional Materials/Suppli	280.00
B24-00718	3,800.00	01-4310	General Fund/Instructional Materials/Suppli	800.00
B24-00729	4,500.00	01-4310	General Fund/Instructional Materials/Suppli	1,000.00
B24-00740	118.42	01-5800	General Fund/Other Contractual Expenses	381.58-
B24-00748	351,525.00	13-4710	Cafeteria/Food	1,525.00
B24-00757	1,880.00	01-5832	General Fund/Transportation-Field Trips	1,880.00
B24-00770	9,800.00	13-4710	Cafeteria/Food	1,000.00
B24-00774	209,050.24	13-4710	Cafeteria/Food	17,050.24
B24-00788	15,222.72	01-5800	General Fund/Other Contractual Expenses	12,000.00
B24-00813	.00	01-5832	General Fund/Transportation-Field Trips	5,000.00-
B24-00869	188,744.00	13-4710	Cafeteria/Food	149,450.00-
B24-00870	210,000.00	13-4710	Cafeteria/Food	46,000.00
B24-00873	121,427.40	13-4710	Cafeteria/Food	30,486.60-
B24-00881	54,000.00	13-4710	Cafeteria/Food	10,000.00
B24-00911	8,700.00	01-5832	General Fund/Transportation-Field Trips	1,700.00
B24-00932	55,000.00	13-4710	Cafeteria/Food	5,000.00-
B24-00948	50,000.00	13-4710	Cafeteria/Food	50,000.00
B24-00957	5,300.00	01-4310	General Fund/Instructional Materials/Suppli	1,837.23
B24-00965	18,706.80	13-4710	Cafeteria/Food	4,000.00
B24-00978	810.72	01-5800	General Fund/Other Contractual Expenses	800.00-
CHB24-00004	21,000.00	01-4320	General Fund/Non-Instructional Materials/Su	2,000.00
CHB24-00020	3,000.00	01-4320	General Fund/Non-Instructional Materials/Su	500.00
CHB24-00069	78.27	01-4320	General Fund/Non-Instructional Materials/Su	1,921.73-

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PO Changes (continued)

	<u>New PO Amount</u>	<u>Fund/ Object</u>	<u>Description</u>	<u>Change Amount</u>
CHB24-00119	15,003.00	01-4310	General Fund/Instructional Materials/Suppli	4,453.00-
		01-4320	General Fund/Non-Instructional Materials/Su	1,456.00
			Total PO CHB24-00119	2,997.00-
CHB24-00120	18,205.00	01-4310	General Fund/Instructional Materials/Suppli	8,205.00
CHB24-00125	7,000.00	01-4310	General Fund/Instructional Materials/Suppli	5,000.00
CHB24-00142	22,280.00	01-4310	General Fund/Instructional Materials/Suppli	11,280.00
CHB24-00167	17,000.00	01-4310	General Fund/Instructional Materials/Suppli	2,000.00
CHB24-00212	19,000.00	01-4310	General Fund/Instructional Materials/Suppli	1,000.00
CHB24-00231	11,438.97	01-4310	General Fund/Instructional Materials/Suppli	3,938.97
CHB24-00233	9,719.43	01-4310	General Fund/Instructional Materials/Suppli	4,719.43
CHB24-00277	6,000.00	01-4310	General Fund/Instructional Materials/Suppli	3,000.00
CHB24-00314	20,500.00	01-4310	General Fund/Instructional Materials/Suppli	9,000.00
CHB24-00323	9,500.00	01-4320	General Fund/Non-Instructional Materials/Su	2,000.00
CHB24-00327	2,800.00	01-4310	General Fund/Instructional Materials/Suppli	1,300.00
CHB24-00346	1,500.00	01-4310	General Fund/Instructional Materials/Suppli	1,000.00
CHB24-00365	10,000.00	01-4310	General Fund/Instructional Materials/Suppli	5,000.00-
CHB24-00369	4,000.00	01-4310	General Fund/Instructional Materials/Suppli	3,900.00
CS23-00626	609,180.30	21-6280	Building Fund/Construction Testing	528,454.00
CS24-00040	20,020.00	21-6290	Building Fund/Inspection	3,300.00
CS24-00058	5,389.61	13-5800	Cafeteria/Other Contractual Expenses	1,210.39-
CS24-00079	1,030,556.30	01-5100	General Fund/Subagreements for Services abo	307,624.08
CS24-00270	76,000.00	13-5800	Cafeteria/Other Contractual Expenses	16,000.00
CS24-00306	39,499.00	01-5800	General Fund/Other Contractual Expenses	14,500.00
CS24-00307	487,605.00	21-6290	Building Fund/Inspection	391,905.00
CS24-00484	3,057.56	01-5800	General Fund/Other Contractual Expenses	1,601.58
N24-00009	30,600.00	01-5800	General Fund/Other Contractual Expenses	21,600.00
P23-02808	71,790.73	21-6490	Building Fund/Equipment over \$5,000	53,062.72
P23-03845	690.48	01-4310	General Fund/Instructional Materials/Suppli	125.92-
P23-04191	22,671.30	21-6200	Building Fund/Buildings (Improvements)	1,257.79
P24-00751	15,558.11	01-6200	General Fund/Buildings (Improvements)	1,131.11
P24-01039	36,978.80	01-5610	General Fund/Equipment Rental	2,970.00
P24-01815	13,716.00	01-5810	General Fund/Tickets/Fees/Regis.for Parents	1,704.00-
P24-02420	5,480.36	01-4210	General Fund/Other Books-General	1,440.39-
P24-02620	84.16	01-4310	General Fund/Instructional Materials/Suppli	84.16
P24-03082	17,267.66	01-4410	General Fund/Equipment \$500 - \$4,999	861.39
P24-03323	1,674.85	01-5800	General Fund/Other Contractual Expenses	26.01
P24-03346	10,702.96	01-4320	General Fund/Non-Instructional Materials/Su	160.95
P24-03351	6,397.45	01-4310	General Fund/Instructional Materials/Suppli	318.46
P24-03460	267.50	01-4320	General Fund/Non-Instructional Materials/Su	53.28

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.



Includes Purchase Orders dated 04/15/2024 - 05/14/2024 ***

Total PO Changes 1,728,816.44

Information is further limited to: (Minimum Amount = (999,999.99))

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.





SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1e

Meeting Date: June 20, 2024

Subject: Approve Donations to the District for the Period of April 1-31, 2024

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Business Services

Recommendation: Accept the donations to the District for the period of March 1-31, 2024

Background/Rationale: Per Board Policy 3290 Gifts, Grants and Bequests, the Board of Education accepts donations on behalf of the schools and the District. After Board approval, the Board Office will send a letter of recognition to the donors.

Financial Considerations: None

LCAP Goal(s): College, Career and Life Ready Graduates; Safe, Emotionally Healthy and Engaged Students; Family and Community Empowerment; Operational Excellence

Documents Attached:

- Donations Report for the period of April 1-31, 2024

Estimated Time: N/A

Submitted by: Janea Marking, Chief Business and Operations Officer

Approved by: Lisa Allen, Superintendent

B OF A - BANK OF AMERICA											
Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
BA24-0001821	Posted	(7780) CHANG CHENG CHINESE	8527	Check	04/11/24	1037				Chinese Sch Donation, Cheng	2,000.00
	01-0812-0-8690-	- - - -0495-				2,000.00					
BA24-0001909	Posted	(000454) BENEVITY FUND	8520	Electronic F	04/30/24					4/30/24 BENEVITY FUND FO	60.00
	01-0812-0-8690-	- - - -0384-				60.00					
BA24-0001910	Posted	(000454) BENEVITY FUND	8521	Electronic F	04/01/24					12/13/23 UK ONLINE BNVTY	2.04
	01-0812-0-8690-	- - - -0305-				2.04					
BA24-0001911	Posted	(000454) BENEVITY FUND	8522	Electronic F	04/01/24					01/08/24 UK ONLINE BNVTY	.17
	01-0812-0-8690-	- - - -0305-				.17					
BA24-0001912	Posted	(000454) BENEVITY FUND	8523	Electronic F	04/01/24					01/30/24 UK ONLINE BNVTY	.34
	01-0812-0-8690-	- - - -0305-				.34					

Total for Sacramento City Unified School District 2,062.55

Fund-Object Recap

01-8690	Donation Board Acknowledgement	2,062.55
	Fund 01 - General Fund	2,062.55
	Fiscal Year 2024	
	Total for Sacramento City Unified School District	2,062.55

* On Hold

Selection Sorted by Receipt Id, Filtered by (Org = 97, Starting Receipt Date = 4/1/2024, Ending Receipt Date = 4/30/2024, User Created = N, On Hold? = Y, No Invoice = Y, Object = 8690, Accounts? = Y, Recap = O, Sort/Group =)

BMO AP - BMO Harris Bank (AP)

Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
BM24-0000746	Posted	THE PROGRESSIVE INSURANCE F	8536	Check	04/17/24	176657			BMO060524	HOLLYWOOD DONATIONS,	225.00
01-0812-0-8690-	-	-	-	-	-	0142-	225.00				

Total for Sacramento City Unified School District 2,287.55

Fund-Object Recap

01-8690	Donation Board Acknowledgement	225.00
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Fund 01 - General Fund 225.00

Total for Sacramento City Unified School District 2,287.55

Org Recap

Sacramento City Unified School District

C - Check	2,000.00
E - Electronic Funds Xfer	62.55

* On Hold

Selection Sorted by Receipt Id, Filtered by (Org = 97, Starting Receipt Date = 4/1/2024, Ending Receipt Date = 4/30/2024, User Created = N, On Hold? = Y, No Invoice = Y, Object = 8690, Accounts? = Y, Recap = O, Sort/Group =)

BMO AP - BMO Harris Bank (AP)

Receipt Id	Receipt Status	Customer	Batch Id	Receipt Type	Receipt Date	Customer Reference #	Invoice #	Loc	Deposit Id	Comment	Receipt Amount
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Org Recap

Sacramento City Unified School District (continued)

C - Check	225.00
Total Receipts	2,287.55
Report Total	2,287.55

* On Hold

Selection Sorted by Receipt Id, Filtered by (Org = 97, Starting Receipt Date = 4/1/2024, Ending Receipt Date = 4/30/2024, User Created = N, On Hold? = Y, No Invoice = Y, Object = 8690, Accounts? = Y, Recap = O, Sort/Group =)



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1f

Meeting Date: June 20, 2024

Subject: Approve Retention of 24 Muralists for RFQ #24-25737 School Mural Program, in Response to Request for Qualifications

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Business Services

Recommendation: Approve retention of 24 Muralists for the District’s RFQ #24-25737 School Mural Program, in response to Request for Qualifications

Background/Rationale: The District will require the services of Muralists for use in support of visual and performing arts and community projects. On April 19, 2024, the District issued a Request for Qualifications for Muralist Services to establish a Pool Group of Muralists. Proposals were due May 3, 2024. 26 proposals were received and evaluated by a Selection Advisory Committee comprised of District operational and academic staff. The panel considered relevant factors, qualifications and experience and determined 24 Muralists should be retained to the Pool Group for current and future needs.

Therefore, it is recommended that the 24 entities below serve as the District’s Muralist Pool Group to provide services on a project-by-project basis.

2Hermano
 1810 Gallery, LLC
 Art by Brey
 Art by Luis G. Garcia
 ARTners
 Bherd Enterprises
 Community Rejuvenations Project
 Dylan Wasko
 Erica Thomas
 Jaya King
 Jose Gregorio
 Jose Lott
 LR Kreations
 Lauren Muse

Man One Art
 Michael Mikolon
 Murals by Leaveswell
 Richard Herrera Art
 Ryan Dominguez
 SledgeHammer Graffix
 Sunshine Studios
 Tammy Helenske
 The Bay Area Muralist
 Uli Smith

Financial Considerations: None

LCAP Goal(s): Operational Excellence

Documents Attached:

1. List of Selection Advisory Committee

Estimated Time of Presentation: N/A

Submitted by: Janea Marking, Chief Business Officer

Tina Alvarez Bevens, Contract Analyst

Approved by: Lisa Allen, Superintendent

2024 Request for Qualifications for Muralist Services – Selection Advisory Committee

<u>Title</u>	<u>Name</u>	<u>Department</u>	<u>Role</u>
Purchasing Manager II	Robert Aldama	Purchasing	Screen
Director III, Professional Learning	Daniel Rolleri	Curriculum and Instruction	Screen
Manager II, Community Engagement	Nicole Kangas	Communications	Screen
Administrative Assistant to the Assistant Superintendent of Facilities	Robyn Mutchler	Facilities Support Services	Screen
Contract Analyst	Tina Alvarez Bevens	Purchasing	Facilitator



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1g

Meeting Date: June 20, 2024

Subject: Approval of Unauthorized Vendor Payments

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Business Services

Recommendation: Approve the attached list of vendor payments

Background/Rationale: Business Services has established a new procedure for transparency and approval of unauthorized contracts. An unauthorized contract is a vendor providing services without an approved contract and is unable to meet district minimum requirements.

Financial Considerations: See attached.

LCAP Goal(s): College, Career and Life Ready Graduates; Safe, Emotionally Healthy, Engaged Students; Family and Community Empowerment; Operational Excellence

Documents Attached:

1. List of unauthorized vendor payments

Estimated Time: N/A

Submitted by: Janea Marking, Chief Business and Operations Officer

Approved by: Lisa Allen, Superintendent

Sacramento City Unified School District
Business Services

Unauthorized Vendor Payment Approval

The following "Unauthorized Vendors" cannot receive an approved Purchase Order (PO) due to a lack of meeting district minimum requirements. The following list of payments due are for services performed without approval. Vendors have submitted invoices and are seeking payment for amounts listed.

Vendor ID#	Reason	Amount Due
122055	Ceasing services, no insurance coverage	\$175.00
317050	Ceasing services, no insurance coverage	\$100.00
124465	Ceasing services, procedure not followed	\$4,067.00
310723	Ceasing services, procedure not followed	\$12,780



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1h

Meeting Date: June 20, 2024

Subject: Approve Appointments to the District 7-11 Committee

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Facility Support Services

Recommendation: Approve Appointments to the District 7-11 Committee to review and make recommendations on five District properties that are not operating as schools.

Background/Rationale: The Sacramento City Unified School District (SCUSD) Board of Education approved the creation of a 7-11 Committee at the March 21, 2024, Board meeting to review the possible surplus of four (4) District properties not currently used as school sites. The 7-11 Committee will present to the Board this fall in order to share their recommendation. The recommendations from the 7-11 committee are advisory only. The sites that may be reviewed include:

- CP Huntington Elementary
- Florin Technology
- Fruitridge Elementary
- Maple Elementary

Neither the Board of Education, the District, nor the 7-11 Committee will be discussing possible school closures. This effort is only to review the above properties that already do not operate as school sites.

Financial Considerations: A minimal budget may be required to provide overtime support for 7-11 Committee meetings and legal support.

LCAP Goal(s): Family and Community Empowerment; Operational Excellence

Documents Attached:

List of 7-11 Committee Member Recommendations

Estimated Time of Presentation: NA

Submitted by: Nathaniel Browning, Director, Capital Projects, Facilities, and Resource Management

Approved by: Chris Ralston, Assistant Superintendent, Facility Support Services
Janea Marking, Chief Business and Operations Officer
Lisa Allen, Superintendent

7-11 Committee Recommendations

June 20, 2024

Under California law (Education Code sec. 17389), the Committee must have at least seven (7) members and no more than eleven (11) members and contain persons who can be representative of each of the following:

- a) The ethnic, age group and socioeconomic composition of the district;
- b) The business community, such as store owners, managers or supervisors;
- c) Landowners or renters, with preference to be given to representatives of neighborhood associations;
- d) Teachers;
- e) Administrators;
- f) Parents of students;
- g) Persons with expertise in environmental impact, legal contracts, building codes and land use planning, including, but not limited to, knowledge of the zoning and other land use restrictions of the cities or cities and counties in which surplus space and real property is located.

District Facilities staff recommend the appointments of the below individuals for 7-11 Committee membership based on the above categories.

Name	Membership Category	Employer/ Membership
Heather Garcia	Business Community	Owner of Club Pilates
Corey DeRoo	Neighborhood Association Representative	Florin Road Business Partnership
Krissie (Kristin) Goetz	Teacher	Teacher at Rosa Parks
Dr. Dennis Mah	District Composition, Administrator, Parent, Expertise in legal areas	Charter School Founder
James Eder	Administrator	Principal at Genevieve Didion K-8
Laura Knuass	Expertise in building codes and land use	Lionakis Architects
Esteban Almanza	Expertise in building codes and land use	Retired Chief Deputy Director of DGS
Chelle Brown	Parent	Community Leader



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1i

Meeting Date: June 20, 2024

Subject: Approve 2024-25 School Plan for Student Achievement

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading
- Conference/Action
- Action
- Public Hearing

Division: State and Federal Programs Office

Recommendation: Approve the 2024-25 School Plans for Student Achievement (SPSA)

Background/Rationale: Each school participating in state and federally funded programs, per the Consolidated Application (ConApp), is required to develop or update its SPSA on an annual basis. The SPSA is a plan of actions to raise the academic performance of all students. The plan also addresses funding and proposed expenditures related to state and federal categorical programs.

Financial Considerations: Site plans outline goals and actions that will be supported with state and federal funds, as allocated to each respective site, and evaluated for effectiveness.

LCAP Goal(s): College, Career and Life Ready Graduates; Safe, Emotionally Healthy and Engaged Students; growth toward mastering English language arts and mathematics

Documents Attached:

1. Copies of the SPSAs are available for review at: <https://www.scusd.edu/2024-25-spsa>

<p>Estimated Time of Presentation: N/A</p> <p>Submitted by: Mary HardinYoung, Deputy Superintendent, Kelley Odipo, Ed.D., State and Federal Programs Director</p> <p>Approved by: Lisa Allen, Superintendent</p>



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1j

Meeting Date: June 20, 2024

Subject: Approve Job Descriptions

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Human Resources Services

Recommendation: The recommendation is to approve new and/or revised job descriptions.

Background/Rationale: The District has a need to ensure that job descriptions are updated or new job descriptions created in order to meet evolving needs. As part of an updated process, moving forward, job descriptions will be brought to the Board prior to their implementation.

Financial Considerations: The job descriptions below have been approved through an internal District process that includes approval by Business Services, Purchasing Review Process, Cabinet, and Human Resources.

LCAP Goal(s): Safe, Clean and Healthy Schools

Documents Attached: Job Descriptions:

New Job Descriptions as of 7/1/23:

Accounting Analyst (Confidential)
Assistant Superintendent, Early Learning and Care (Non-Represented Management)
Assistant Superintendent, Labor Relations (Non-Represented Management)
Chief Legal Counsel (Cabinet)
Coordinator III, Business Systems Administrator (Non-Represented Management)

Continued New Job Descriptions:

Director II, Payroll Operations (Non-Represented Management)
District Community Schools Specialist (SCTA)
Infant Toddler Caregiver (SEIU)
Lead Print Shop Technician (SEIU)
Specialist, Community Schools (SCTA)
Specialist III, Cyber Security (Non-Represented Management)

Revised Job Descriptions as of 7/1/23:

Assistant Superintendent, Human Resources (Non-Represented Management)
Chief Human Resources Officer and Lead Negotiator (Cabinet)
Coordinator II, Internal Auditor (Non-Represented Management)
Coordinator III, Visual and Performing Arts (UPE)
Coordinator III, Youth Development (Non-Represented Management)
Director II, Capital Projects, Facilities, and Resource Management (Non-Represented Management)
Director II, Career Readiness (UPE)
Director II, Health Services (UPE)
Director II, Master Scheduling (UPE)
Employee Relations Analyst (Confidential)
Manager II, Accounting Services (Non-Represented Management)
Manager II, Risk Management & Employee Benefits (Non-Represented Management)
Materials Lab and Mail Technician (SEIU)
Professional Development Specialist (SEIU)
Specialist III, Youth Development (Non-Represented Management)
Supervisor I, Chef /Trainer (Non-Represented Supervisors)

Estimated Time of Presentation: N/A

Submitted by: Cancy McArn, Chief Human Resources Officer

Approved by: Lisa Allen, Superintendent

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Accounting Analyst	CLASSIFICATION:	Classified Confidential
SERIES:	None	FLSA:	Exempt
JOB CLASS CODE:	9873	WORK YEAR:	12 Months
DEPARTMENT:	Accounting Services	SALARY:	Range 63 Salary Schedule F
REPORTS TO:	Director of Accounting Services	HR APPROVAL:	05-02-23
		CABINET APPROVAL:	04-25-23

BASIC FUNCTION:

Under the direction of an Director of Accounting Services, perform a variety of highly responsible, complex, and professional level accounting work including recording and reporting of financial transactions within budgetary controls; support and implement accounting and internal control procedures and standards, reconcile financial activity, participate in audit activities, prepare financial reports and work papers, perform review and analysis of funds and accounts including balance sheet, revenue and expenditure accounts, balance and maintain manual, assist in vendor management oversight, computerized accounting and financial records; and perform related work as assigned.

DISTINGUISHING CHARACTERISTICS:

Perform independent, specialized accounting duties requiring independent judgment and analysis related to district financial records and reports. Prepare various related reports as required internally, and by local, state, and/or federal sources, and local oversight committee(s). Analyze and provide information related to availability, accessibility, and appropriateness of funding sources, district procedures, contracting, and other fiscal areas. Serve as fiscal operations specialist in assigned areas; provide work direction to others.

Duties including, but not limited to: recording, and reporting of financial transactions for Accounting Services within the District; monitor, and maintain other financial records; plan, develop, and implement new and revised accounting procedure; research, analyze, and resolve fiscal and system discrepancies; provide technical and procedural assistance to administrators and internal staff; provide direction for record maintenance necessary for accurate accounts payable procedures; and procedures and compliance with California State Education Code and California Department of Education requirements; assist with the planning, organization and direction of activities and operations of District accounting records, accounts payable; assure compliance with applicable laws, codes, rules and regulations.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Coordinate and perform complex, advanced-level accounting and analysis duties requiring independent judgment and analysis; maintain various financial records, ensure all related accounting entries and transfers are completed, and accounting records reconcile to respective reports. **E**

Assure compliance with various local, state, and/or federal reporting requirements, guidelines, rules, and regulations, as well as district procedures and policies; serve as fiscal operations specialist in assigned areas.**E**

Provide minimal directions to assigned staff in the area of Attendance Accounting, Accounts Payables and Accounts Receivables processes and procedures including training of staff. **E**

Analyze advanced-level processes and procedures, and implement appropriate accounting systems. **E**

Perform internal audits; check and review a variety of records, accounts, and reports for accuracy, conformance, and

timeliness; assist with calculations; inspect for proper encumbrances, disencumbrances, allocation of categorical funds, and assist in processing payment of invoices and other accounts payable duties. **E**

Assist in reconciling District general ledger accounts including cash, investments, accounts receivable, and accounts payable; work with auditors on audit of year-end balances on the ledger. **E**

Research and compile advanced-level statistical and other data, and work on special projects related to specific funding resources. **E**

Manage and set up system chart of accounts. **E**

Ensure compliance with state unclaimed property laws, including reporting and payment. **E**

Assist in reconciling District-wide payroll liabilities accounts, such as state and federal taxes, unemployment insurance, garnishments, health carriers, and tax-sheltered annuities. **E**

Assist in the implementation of new accounting processes, establishing internal controls and procedures; advises on the impact of the general ledger, provide guidance and training to other District departments as well as to other fiscal staff. **E**

Assist, advise, and communicate with other District departments related to their department financial transactions, applicable process and procedures, internal controls and with special projects. **E**

Provide technical assistance and accounting training to fiscal services staff and other department staff. **E**

Monitor progress and performance of vendor services based on more-complex statements of work. **E**

Assist in the processing of accounting transactions, items auditing, and other warrants, and related reporting systems. **E**

Support with year-end closing, participates in the compilation of data, statistical studies, and analyses of past and current data. **E**

Coordinate, create, and manage databases to provide accurate and timely statistics and other data; coordinate and perform research; supervise information gathering. **E**

Assist the gathering, classifying, and summarizing of data, as the compilation of financial reports; researches and analyses accounting and financial discrepancies and recommends a course of action to resolve problems. **E**

Conduct high-level analysis and reconciliation of various funds; ensure all related accounting entries and transfers are completed, and accounting records reconcile to respective reports. **E**

Promote teamwork by sharing knowledge, cooperating with others, participating in meetings and work groups, and supporting the goals and objectives of the district and division. **E**

Prepare and store documents using standard office equipment and technology including computers, scanners, copiers, and electronic storage devices; operate a computer to input, output, update, and access a variety of records and information; generate reports, records, lists, and summaries from computer database. **E**

Prepare and enter end accounting closing entries, ensuring that revenues are equal to expenditures, setting up receivables, deferrals, or payables as needed to balance for federal grants. **E**

Provide excellent customer service by establishing positive relationships with district personnel, representatives from external organizations and others; respond to phone calls, e-mails, letters, and other communications; lift light objects. **E**

Serve as back-up to accounts payable, or accounts receivable. **E**

Prepare extensive, frequent, detailed, and accurate bargaining unit reports; assemble confidential and sensitive information related to labor relations and negotiations. **E**

Operate and understand system functions related to labor relations, negotiations, and assigned duties. **E**

Maintain established guidelines including confidential and sensitive records and information. **E**

Perform technical calculations and analyses to create District-wide Average Daily Attendance reports; audit ADA and attendance reports from individual school data. **E**

Reconcile District accounting records with various internal and external reports; audit reports for errors and assure correct reporting. Reconcile District enrollment data and with CALPADS and other required internal and external data submissions for accuracy. **E**

Serve as a liaison with Technology Services to coordinate accounts payable warrant processing and resolve issues; coordinate and resolve issues related to attendance accounting. **E**

Maintain current knowledge of legislative applications of ADA, enrollment, class size and Local Control Funding Formula unduplicated pupil count reporting regulations; implement reports and reporting procedures for new programs and legislation; develop internal reports to analyze effects of legislative and program changes. **E**

May review accounting systems for controls, account classifications, and reports. **E**

Constructs 'what if' models that simulate outcomes based on changing variables. Uses computer-aided spreadsheets, databases, and specialized programs. **E**

Develops 'pro forma' financial statements to support decisions on new programs, grants, and special funds. Researches and extracts data from records of financial transactions in fund, project, or general ledger accounting systems. **E**

Establishes data banks for information such as, but not limited to, cost-of-living, regional population and business activity, and growth. **E**

Prepares work-in-progress reports for capital projects depicting monthly account activity, year-to-date balances and variances. Works with functional leaders to prepare narrative explanations of account activity. **E**

Perform related duties as assigned. **E**

TRAINING, EDUCATION, AND MIMINUM EXPERIENCE:

Any combination equivalent to: Bachelor's degree with a major in Accounting and six years increasingly responsible experience in accounting, auditing, financial, or school business-related field.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance. Overall scores in computer software testing program preferred as follows:

Keyboarding..... 60 Correct WPM
Word..... 95% Overall Score
Excel / Access 95% Overall Score
General Accounting..... 95% Overall Score

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Accounting and auditing principles, practices, and procedures.
- Government accounting principles and report submission.
- Government Accounting Standards Board.
- Prepare accurate and complete financial summaries and reports.
- California school district fiscal procedures, and reporting requirements.
- California School Accounting Manual.
- Perform clerical and technical work involving accounting processes and analysis.

-
- Preparation of financial reports and schedules.
 - Local, state, and federal reporting and accounting guidelines, rules, and regulations.
 - Technical aspects of field of specialty.
 - Applicable sections of the State Education Code, other laws, rules, and regulations related to assigned activities.
 - District organization, operations, policies, and procedures.
 - Operation of a computer, related software, and standard office equipment.
 - Paperless electronic filing systems.
 - Research methods, and report writing and recordkeeping techniques.
 - Correct oral and written usage of English, grammar, spelling, punctuation, vocabulary, and composition.
 - Interpersonal skills using tact, patience, and courtesy.
 - Health and safety regulations.

ABILITY TO:

- Perform the basic function of the position.
- Analyze and interpret complex fiscal records and documents.
- Prepare extensive, frequent, detailed, and accurate financial reports, and assemble confidential and sensitive information.
- Operate a computer, related software, and standard office equipment.
- Research, analyze, compile, and verify data, and prepare accurate and complete financial reports.
- Read, interpret, apply, and explain rules, regulations, policies, and procedures.
- Handle multiple tasks, work under pressure, and work with priorities/deadlines subject to frequent change.
- Exercise analytical and independent judgment.
- Analyze situations accurately, and adopt an effective course of action.
- Work confidentially with discretion, and complete work with many interruptions.
- Communicate effectively, both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Work in a team environment.
- Train and provide work direction to others.
- Maintain confidentiality of sensitive and privileged information.
- Compose correspondence and written materials independently.
- Lift light objects according to safety regulations.
- Meet state and district standards of professional conduct as outlined in Board Policy.
- Prepare extensive, frequent, detailed, and accurate bargaining unit reports, and assemble confidential and sensitive information related to labor relations and negotiations.
- Work confidentially with discretion, and complete work with many interruptions.
- Bargaining unit reports, labor relations, and negotiations.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Office and site environment; drive a vehicle to conduct work; constant interruptions.

SAMPLE PHYSICAL ABILITIES:

Sit for extended periods of time; dexterity of hands and fingers to operate a computer keyboard; reach overhead, above the shoulders and horizontally, bend at the waist, and kneel or crouch to retrieve files from cabinets and shelves; hear and speak to exchange information; see to read and assure accuracy of financial and fiscal records and reports; lift light objects.

SAMPLE HAZARDS:

Occasional contact with dissatisfied or abusive individuals.

NOTE: This job class has been designated “Confidential” by the Board of Education in accordance with the Rodda Act.

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Assistant Superintendent, Early Learning and Care	CLASSIFICATION:	Non-Represented Management, Certificated
SERIES:	None	FLSA:	Exempt
JOB CLASS CODE:	9869	WORK YEAR:	12 months
DEPARTMENT:	Early Learning and Care	SALARY:	Range 24 Salary Schedule A
REPORTS TO:	Chief Academic Officer	HR APPROVAL:	04.28.2023
		CABINET APPROVAL:	11.1.2022

BASIC FUNCTION:

Under the supervision and direction of Chief Academic Officer, supervises and is responsible for the direct and indirect service for early care, health and education programs, advocacy, and policy initiatives related to early learning; provides leadership and management of the early learning and care programs and services of the District including the District's Children's Centers, before and after school childcare, Head Start Program, and State Preschool Program; provide support to center administrators and staff. Directly responsible for all areas within child development and early learning and care; and ensures the alignment and coordination of all other local, state and federal programs and initiatives for youth birth to age 8.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

Develops, sustains, and supports districts as they develop and sustain exemplary P-12 educational programs, based on a thorough knowledge and understanding of current research in child development, curriculum, instruction, assessment, parent engagement, and program design. **E**

Supervises the collaboration between the Department and sites and local providers to establish needs and provide high-level facilitation, professional development addressing both cognitive and social emotional development. **E**

Guides the planning of curriculum philosophy, implementation, and environmental design of the early learning program that meets Department Of Children, Youth and Families (DCYF) licensing requirements for infants, toddlers, and preschoolers. **E**

Assist in the management of the facility and program to meet federal, state, and local regulations and licensing requirements, including appropriate adult/child ratios during child care hours. **E**

Collaborates with providers and families by sharing resources and community information; recruits providers to participate in program; assists in planning and delivering a developmentally appropriate professional development model, including supporting communities of practice; promotes reflective practices. **E**

Provide technical assistance to support program development, professional development, funding, facilities, parent engagement, and workforce development. **E**

Initiates, establishes, and maintains critical rapport with partnerships with local, regional, and state agencies that link with, and support District programs. **E**

Effectively work with diverse groups and points of view; listens to and communicates effectively with staff, students, and members of the community; encourage a continuous exchange of ideas and maintain positive relationships with family service advocates, staff, regional center, external early intervention(s), and mental health providers. **E**

Commits to exercising the District's Strategic Plan in working with staff, solving problems, and implementing change; identifies, selects, manages, and evaluates staff in a manner that inspires outstanding performance and morale; directs, reviews, and approves Department's personnel management functions, such as hiring and termination, staff development, employee evaluation, and discipline. **E**

Coordinates and guides the development and implementation of the site, division, and District plans based upon the early learning master plan, strategic plans, and other relevant goals and objectives; and provides leadership, directs, administers, and supervises the regular reporting of progress. **E**

Provides responsive advice, counsel, and education to administrators, faculty, and staff on early care, health, and education issues and trends; monitors research and law to forecast the impact of changes upon the delivery of early learning services by and for the District. **E**

Supervises the technology, materials, and curriculum adoption process for early learning programs. **E**

Maintains confidentiality of children, families, and providers involved in the program; attends and participates in meetings, trainings, and conferences as assigned. **E**

Assess and provide an evaluation of clients in major areas of development (i.e., social-emotional, adaptive, fine motor, gross motor, cognitive, etc.) and provide well-written professional, grammatically correct reports (Assessment, progress, termination reports). **E**

Ensures the timely preparation, maintenance, and distribution of reports and records as required by federal, state, local, and District regulations; participates in state and local activities to promote the District's interests in the area of early care, health and education; applies excellent internal and external customer service and directs staff in developing excellent customer service practices; applies and uses effective interpersonal skills (tact, patience, courtesy); informs and updates District leadership, and school administration on projects, operational changes, and service level objectives, informs senior management of potential problems before they occur and presents solutions. **E**

Collaborates with Cabinet and division staff in alignment with the vision, mission, values, and core principles of the office. **E**

Prepare extensive, frequent, detailed, and accurate bargaining unit reports; assemble confidential and sensitive information related to labor relations and negotiations. **E**

Develops, reviews, and monitors project management standards for new projects; administers and interprets statutes, regulations, and policies concerned with the legal responsibilities of the early care, health, and education providers; reviews business and administrative educational processes for the possible application of new practices. **E**

Participates at the executive level in the development and implementation of internal educational policies, procedures, and planning; represents Early Learning Services before the Board of Education as directed by Superintendent and in District division meetings; participates in the development of District plans for a wide variety of subjects. **E**

Maintains consistent and clear communications with District administrators and staff regarding plans, timelines, needs, and vision; oversees and monitors budgets and responds to auditor concerns and findings. **E**

Operate and understand system functions related to labor relations, negotiations, and assigned duties. **E**

Maintain established guidelines including confidential and sensitive records and information. **E**

Regularly communicates with District leadership and supports District leadership to implement the District's vision for early care, health, and education. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Master's degree with a major in early childhood education, parent education, or related field, five to seven years of job-related administrative experience, demonstrated competence in educational leadership, and five years experience in early childhood education. Advanced degrees are preferred.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance. Hold a current Administrative Services Credential.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- General overall knowledge of department services and responsibilities of departments.
- Budget preparation and control.
- Labor Relations law and employee and union contracts.
- Applications, current research, and innovations in academic assessment and program evaluation.
- State and Federal accountability systems and measures and how measures are calculated.
- State and Federal legislation, and the impact on specific student groups including English Learners, low-income students, foster youth, students with disabilities, and other underperforming student groups.
- Working with the social, emotional, physical, and mental health needs of children, adolescents, and families.
- Supervision, evaluation and management of assigned staff.
- Concepts of culture and intersectional identity and an ability to relate to a variety of ethnic and cultural groups in an effective manner.
- Support services for students who are at-risk, low-income, and demonstrate low academic performance.
- Planning, organization, and coordination of all assigned programs.
- District organization, operations, policies, and objectives.
- Grant writing and budget processes.
- Applicable laws, codes, regulations, policies, and procedures related to assigned duties.
- Interpersonal skills and boundaries using tact, patience, and courtesy.
- Effective oral and written communication skills.
- Operation of a computer and related software.

ABILITY TO:

- Plan, organize, control, direct, and provide leadership for District-sponsored student support services.
- Use the internet, Microsoft Office software, and other technology to manage data and carry out session.
- Demonstrate positive working relationships with students, staff, parents, other professionals, and community partners.
- Prepare extensive, frequent, detailed, and accurate bargaining unit reports, and assemble confidential and sensitive information related to labor relations and negotiations.
- Work confidentially with discretion, and complete work with many interruptions.

- Bargaining unit reports, labor relations, and negotiations.
- Read, interpret, apply, and explain rules, regulations, policies, and procedures.
- Speak and present to groups, and facilitate meetings, training programs, and development discussions.
- Synthesize information, and strategically align functional areas and business needs to develop actionable content, recommendations, and results.
- Communicate effectively both orally and in writing.
- Prepare and present comprehensive narrative and statistical reports.
- Establish workload priorities and meet timelines.
- Plan and organize work.
- Direct, supervise, and evaluate the performance of assigned staff.
- Analyze situations accurately and adopt an effective course of action.
- Operate a computer, related software and other technology to manage data and carry out duties
- Work independently with little direction, and make decisions within the framework of established guidelines.
- Collaborate with District and community partners.
- Meet District standards of professional conduct as outlined in Board Policy

WORKING CONDITIONS:**SAMPLE ENVIRONMENT:**

Office environment; Early Learning and Care sites; school campuses; and drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to exchange information and make presentations; dexterity of hands and fingers to generate reports, grant proposals, and correspondence utilizing a computer; see to monitor activities, read documents, and view a computer monitor; sit or stand for extended periods of time; bend at the waist, and reaching overhead, above the shoulders, and horizontally to retrieve and store files and other items; and lift light objects.

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description**

TITLE:	Assistant Superintendent, Labor Relations	CLASSIFICATION:	Non-Represented Management, Classified
SERIES:	Assistant Superintendent	FLSA:	Exempt
JOB CLASS CODE:	9885	WORK YEAR:	12 Months
DEPARTMENT:	Human Resources	SALARY:	Range 24 Salary Schedule A
REPORTS TO:	Chief Human Resources Officer	HR APPROVAL:	10-26-2023
		CABINET APPROVAL:	10-09-2023

BASIC FUNCTION:

Provide leadership and expertise in the labor relations and collective bargaining for the certificated, classified, and non-represented units; develop and maintain employee compensation policies and procedures; ensure resolution of investigations, Equal Employment Opportunity Commission (EEOC), labor, and employment issues; negotiating and interpreting collective bargaining agreements and administers negotiated memoranda of understanding; meeting and negotiating with all exclusive representatives; lead and provide support to the District’s employee/labor relations policies and procedures. Collaborates with the Chief Human Resources Officer and District staff to implement and manage agreements to improve and align labor relations with the Sacramento City Unified School District Schools (SCUSD) core values, mission, and vision.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Provide leadership and expertise to District administrators and staff to provide guidance in matters relating to labor relations. **E**

Work with the Chief of Human resource Services to represent the District in relationships with exclusive bargaining units and employee organizations. **E**

Provide expertise in support General Counsel to represent the District before the Public Employment Relations Board and the State and Federal courts on confidential matters. **E**

Represent the District in mediation, arbitration hearings (i.e. – grievance, PERB) based on negotiated contracts, settlements meetings, and student/family related alternative dispute resolution proceedings; making recommendations to General Counsel and Governing Authority on alternative dispute resolution settlement issues. **E**

Oversees Confer and Consult responsibilities for non-represented employees. **E**

Leads and monitors a program of performance evaluation for all employees; provides staff development to management team regarding scaling, supervision, evaluation and personnel management. **E**

Leads the implementation of layoffs for personnel when necessary; represents the District at PERB and other hearings regarding employee discipline, termination and/or layoff procedures. **E**

Leads and approves the release of employee and/or employment information to bargaining unit representatives. **E**

Provides technical expertise and recommends information regarding union relations and direct employee/labor relations policies and procedures, contract interpretation, investigation best practices, and participates in the formulation of policies, procedures and programs; advises on trends or challenges and recommends appropriate courses of action. **E**

Leads or conducts varied analytical studies, including but not limited to, cost benefits analyses and evaluation of bargaining strategies, objectives, and methods. **E**

Leads and fosters interest-based labor management and bargaining philosophy and actions consistent with a continuous improvement and learning model. **E**

Administer the District's grievance procedures for all employees; serve as the District grievance officer; and maintain records of grievance proceedings. **E**

Develop and implement in-service training in employee/labor relations and grievance procedures. **E**

Provide an information service to all management and employees about administration of contracts; support the Chief Human Resources Officer with communications to the Board of Education and management as required to carry out the negotiations function. **E**

Support the Chief Human Resources Officer with developing and preparing District proposals and counter-proposals with appropriate input from District Board, legal counsel, and District leadership. **E**

Leads in the preparation and maintenance of a variety of narrative and statistical reports, records, correspondence, and files related to assigned services, activities, and operations; operate a computer. **E**

Supervise, evaluate, and hold accountable the performance and professionalism of assigned staff; interview and select employees, and recommend transfers, reassignments, terminations, and disciplinary actions; plan, coordinate, and arrange for appropriate training of assigned staff. **E**

Processes and coordinates all formal employee disciplinary actions in accordance with Education Code requirements, Board policy and District collective bargaining agreements. **E**

Prepares Board agenda items; presents reports; reviews and presents Board items affecting personnel services; supports the Chief Human Resources Officer with updates to the Board for closed sessions regarding personnel matters. **E**

Plans and presents ongoing training for the District's management employees in areas such as Interest-Based Problem Solving, grievances, performance appraisal, documentation, employment contract management, and due process. **E**

Coordinate management responsibility for consultation with exclusive representatives, and serve as a liaison with employee organizations that have no exclusive representation. **E**

Work closely with the Chief Human Resources Officer and exclusive representatives, and promote non-adversarial bargaining. **E**

Support the Chief Human Resources Officer and other management personnel in matters relating to employer/employee relations, and recommend identification of management, bargaining unit, salary range of non-represented positions. **E**

Works collaboratively on all necessary grievances and investigations including complaints concerning school

personnel and allegations of discrimination or sexual harassment. **E**

Under the direction of the Chief of Human Resources Officer, in conjunction with Communications Department, collaborates in developing public news releases regarding collective bargaining implementation of agreements. **E**

Assist in the final preparation of policy and regulations agreed upon in negotiations. **E**

Communicate and collaborate with other administrators, District personnel, outside organizations, and exclusive representatives to coordinate activities and programs, resolve issues and conflicts, and exchange information; model District standards of ethics and professionalism. **E**

Meet and negotiate with exclusive representatives and maintain records of all negotiations sessions; work collaboratively with the Chief Human Resources Officer to develop and recommend objectives and negotiation strategies for the District's overall bargaining process. **E**

Makes visits to schools and community activities on an unvarying basis.

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: Master's degree in Human Resources, Organizational Development, Psychology, Business Administration, Public Administration, or related field desirable from a four- year accredited college or university. JD or MBA preferred. A minimum of 6 years of experience leading negotiations and labor relations in a comprehensive school district, municipal, state or federal public agency or some combination of experiences. Pre- K-12 public education experience is desirable. Demonstrated success implementing and leading complex and collaborative leadership projects.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance. Must be willing to attend evening/weekend meetings or activities.

KNOWLEDGE, SKILLS, AND ABILITIES:

KNOWLEDGE OF:

- Grievance procedures including arbitration.
- Negotiations, personnel administration, and effective human relations techniques.
- Budget preparation and control.
- Federal, State, and District laws, rules, and regulations pertaining to employer-employee relations.
- School district policies and regulations.
- School district organization, operations, and objectives.
- Interpersonal skills using tact, patience, and courtesy.
- Effective oral and written communication skills.
- Principles and practices of management, supervision, and training.
Evaluation approaches, strategies, and techniques.
- Operation of a computer and related software.
- Legislation concerning employer-employee relations, and represent the District as an advocate before the legislature in such matters.
- Theories, techniques, and methodologies of Human Resources management and administration, including labor relations, recruitment and selection, training methodologies, and reward systems.

- Current trends and related laws and regulations in educational reform, management, and Human Resources.
- Collaborative problem-solving methods.
- Principles, practices, and trends of public personnel administration.
- Functions of personnel, contract interpretation, investigation, evaluation, supervision, and discipline.
- Administrative and collective bargaining practices and techniques.
- Compensation practices, and personnel procedures and practices.
- Grievance procedures including arbitration.
- Interview and selection techniques and methods.
- Credentialing laws.
- Legal procedures, terminology, and negotiation processes.
- Report writing and presentation.
- Budget preparation and control.
- School district organization, operations, and objectives.
- Applicable laws, codes, regulations, policies, and procedures.
- Diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds.
- Effective oral and written communication skills.
- Interpersonal skills using tact, patience, and courtesy.
- Effective management principles, practices, and supervision techniques.
- Evaluation approaches, strategies, and techniques.
- Operation of a computer and related software.

ABILITY TO:

- Conduct unbiased investigations.
- Prepare pleadings and briefs.
- Conduct legal research.
- Develop clear and unambiguous contract language.
- Work with grievance procedures including arbitration.
- Negotiate with a variety of employee organizations.
- Prepare summaries and reports to identify potential challenges, collect, analyze, and present complex data, evaluate alternative solutions and prepare sound recommendations based on data.
- High level of independence and judgment and the ability to anticipate, modify or adapt systems or programs in order to meet ongoing instructional, technological, and legal changes.
- Sequence and integrate multiple projects and programs, as well as develop both short and long term goals and metrics for analysis of results
- Leadership skills in facilitating group processes, including consensus building, and conflict resolution.
- Develop and strategically implement specific, detailed, and tangible plans.
- Work effectively with racially, ethnically, and linguistically diverse staff, students, and community to bring groups together toward common goals.
- Identify, develop, and deploy resources across multiple initiatives.
- Demonstrates cultural competence and a deep understanding of issues facing diverse groups with empathy.
- Build consensus, resolve conflict, and exhibits tact and willingness to have difficult conversations.
- Skillfully navigate existing political structures/systems.
- Clear and persuasive oral and written communication skills, problem-solving, and interpersonal skills using tact, patience, and courtesy.
- Aptness to recognize political and priority implications throughout the negotiation process.
- Proficiency to listen and accept feedback constructively.
- Possess high emotional intelligence skills.
- Demonstrates understanding of change management strategies.
- Lead in a fast-paced, demanding, and constantly changing environment.
- Sufficient auditory ability to carry on conversations in person with large audiences, one-on-one, and over the telephone; sufficient capacity to speak in an understandable voice with sufficient volume to be heard in

- normal conversations and to speak publicly;
- Use sufficient arm, hand, and finger dexterity to write, operate a keyboard, operate office equipment.
 - Provide leadership to negotiating teams.
 - Develop and present negotiating strategies.
 - Facilitate or otherwise resolve employee organization issues.
 - Maintain and coordinate effective relationships with management and employees organizations.
 - Communicate effectively verbally and in writing.
 - Interpret, apply, and explain rules, regulations, policies, and procedure
 - Analyze situations accurately, and adopt an effective course of action.
 - Prepare comprehensive narrative and statistical reports.
 - Supervise and evaluate the performance of assigned staff.
 - Operate a computer and related software.
 - Meet state and district standards of professional conduct as outlined in Board Policy.
 - Provide leadership and expertise in human capital management and Human Resources.
 - Develop innovative Human Resource programs, including training programs.
 - Effectively represent the District before the public.
 - Take individual initiative, accept responsibility, and be held accountable.
 - Provide leadership to negotiating teams.
 - Develop and present negotiating strategies.
 - Administer the District's grievance procedures.
 - Work across cultures and communities.
 - Evaluate and assess the effectiveness of teams, programs, and individuals.
 - Work independently, coordinate multiple activities simultaneously, and work flexible hours.
 - Prepare and deliver effective presentations to diverse audiences.
 - Establish and maintain effective working relationships with District staff and administrators, students, parents or guardians, labor organizations, outside agencies, and the public, in a multicultural community.
 - Exercise effective decision-making and problem-solving.
 - Read, interpret, apply, and explain rules, regulations, policies, contracts, and procedures.
 - Plan and organize work to meet schedules and timelines.

WORKING CONDITIONS:**SPECIAL REQUIREMENTS:**

Ability to work frequent nights, weekends, and holidays, as required. Ability to meet externally imposed and inflexible deadlines.

SAMPLE ENVIRONMENT:

Office environment; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time; bend at the waist, reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects.

SAMPLE HAZARDS

Contact with dissatisfied or abusive individuals.

HEALTH BENEFITS: District pays a portion of the employee's health benefits through district-offered plans.

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description**

TITLE:	Chief Legal Counsel	CLASSIFICATION:	Non-Represented Management Superintendent's Cabinet, Classified
SERIES:	Chief Officer	FLSA:	Exempt
JOB CLASS CODE:	9870	WORK YEAR:	12 Months
DEPARTMENT:	Superintendent	SALARY:	Range 44 Salary Schedule A-C
REPORTS TO:	Deputy Superintendent	REVISION:	3-5-2024
		HR APPROVAL:	5-4-2023
		CABINET APPROVAL:	4-27-2023

BASIC FUNCTION:

Under the direction of the Deputy Superintendent, the Chief Legal Counsel governs the successful implementation of the Legal Services Department and serves as both the primary legal/ representative (i.e., general counsel) advisor to the Superintendent and Cabinet members on governance matters.

Interpret and provide guidance to all Departments in the district regarding Board policies, administrative regulatory compliance, and federal and state laws including, but not limited to, the Education Code, Brown Act, Fair Political Practices, and the Government Code, California Civil Rights Department (CCRD) and the Equal Employment Opportunity Commission (EEOC). They may also provide legal input and insight to student discipline hearing panels regarding student discipline.

They will provide input and possibly conduct investigations, respond to and represent the District to determine legal and factual bases for proceedings that include but are not limited to, PERB, EEOC/CRD, OCR complaints, Department of Labor Standards and Enforcement complaints, and California Commission on Teacher Credentialing.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Serve:

Serve as the District liaison between outside legal counsel and District departments; and local, regional, state, and federal agencies as assigned. **E**

Serve as the level three hearing officer for grievances or delegate to another District officer, if appropriate. **E**

Serve as the District's Filing Official/ Officer for Fair Political Practice Commission filings; monitor and maintain the list of the District's designated filers of the Form 700, "Statement of Economic Interest"; and maintain the District's Conflict of Interest Code, BB 9270. **E**

Serves as a highly visible representative of the school district and a participant in all major policy discussions. **E**

Represent:

Represent the District in mediation, arbitration hearings (i.e. - grievance) based on negotiated contracts, settlements meetings, and student/family related alternative dispute resolution proceedings; making recommendations to general counsel and Governing Authority on alternative dispute resolution settlement issues. **E**

Represent the District in employment matters before the Department of Fair Employment and Housing (DFEH) and the Equal Employment Opportunity Commission (EEOC). **E**

Represent, when assigned, as alternate Compliance Officer for Uniform Complaint Procedure complaints and as an officer for discipline proceedings. **E**

Represent the district on forums with various external parties. **E**

Responsibility:

Manages and supervises the District Legal Office. **E**

Oversee day-to-day handling of legal issues, complaints, and litigation. **E**

Oversee responses to Public Records Act (PRA), Requests for Information (RFI), proposals pursuant to board policy (i.e. – Request for Proposals (RFP's)), and administrative agency requests. **E**

Oversee and perform complex-level duties in investigation, initiation of actions, discovery, document production, depositions, briefing, settlement, trial, and general business law administration. **E**

Supervise, evaluate, and hold accountable the performance and professionalism of assigned staff; interview and select employees, and recommend transfers, reassignments, terminations, and disciplinary actions; and plan, coordinate, and arrange for appropriate training of assigned staff. **E**

Manage and collaborate with the HR Department with receipt and processing of subpoenas, summons, pupil records privacy and access. **E**

Ensures the effective delivery of strategic governance, legal and regulatory compliance, and public/government relations of the District. **E**

Protects and preserves the legal, ethical, and financial stability of the District. **E**

Build/Develop/Provide/Prepare:

Provides legal advice to the Superintendent, and the District senior leadership team on legal issues, including general public education law, special education law, labor and employment law, litigation and claims, contracts, bids, construction, real property, and charter school law. **E**

Develop, implement, and manage cross-functional training with HR, Technology, and Business Services regarding internal and external procedures, timelines, goals, and metrics by using best practice research with the District's goals and objectives to assure smooth and efficient delivery of services. **E**

Prepare legal documents, contracts, policies, notices, rules and regulations, and Board resolutions. **E**

Prepare, negotiate, and review contracts and memoranda of understanding (MOU's). Provide legal issues as necessary. **E**

Develop and document best practices and develop databases to use in decision support. **E**

Coordinate Conflicts of Interest and Lobbyist Filing Compliance. **E**

Conduct research, and analyze data to provide and coordinate recommendations to District personnel, outside legal counsel, investigators, and State agency personnel concerning the resolution of legal issues and conflicts, Board policies, administrative regulations, collective bargaining agreements, the Education Code, Brown Act, Fair Political Practices, Government Code, and other state and federal laws and regulations. **E**

Ethicize general counsel and associated staff to conduct legal unbiased investigations, research, interview (clients and witnesses), gather evidence, and handle other details necessary to provide litigation and trial preparation in all areas of law pertaining to school districts. **E**

Develop special projects and conduct research; attend to administrative details on special matters as assigned; and manage various ongoing projects and legal matters including data collection, preparation of reports, conducting data analyses, and the interpretation of findings. **E**

Maintain confidentiality of all personnel matters; some duties will involve access to confidential information concerning employer-employee relations and negotiations. **E**

Advisement:

Proactively advise and provide technical expertise, information, and assistance to staff. **E**

Provide advisement on civil rights issues related to student speech, student searches, student attire, related discipline, Title IX, Title VII, and equity, and other related issues. **E**

Advise on and prepare responses to complaints and appeals filed by parents and Office of Civil Rights (OCR) and California Department of Education (CDE) investigations. **E**

Advise school sites or provide general counsel on variety of issues including student/family related alternative dispute resolution with issues of child custody conflicts and abuse reporting responsibilities, and withdrawal of consent letters. **E**

Advise and collaborate with Student Support and Health, Youth Development, and Special Education Department on issues of student health and services, including 504 Plan issues, Residency issues, and homeless and foster youth issues. **E**

Advise the Human Resource and Business Services Department on related matters including discipline, investigations, and collective bargaining agreements, Skelly Hearing process for represented and non-represented employees, Notice of Unprofessional Conduct/Notice of Unsatisfactory Performance letters, CRD/EEOC complaints, and ADA related issues. **E**

Provide advisement on Charter School matters, including Petitions, renewals, and Memorandum of Understandings, FUA analysis. **E**

Advise on Business and Facilities Maintenance Department on matters, including contract and bid processes, use of public funds and pupil fees issues, developer fees issues. **E**

Assist in the preparation and development of the department's annual budget; analyze and review budgetary and financial data; and monitor and authorize expenditures in accordance with established guidelines. **E**

Attend:

Attend and provide legal advice and counsel for internal administrative meetings, and other meetings, as needed. **E**

Attend workshops, trainings, conferences, and study legal journals and publications to remain current with the latest revisions to laws and regulations. **E**

Maintain:

Maintain legal library with current law and resources. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: Graduation from an accredited school of law and/or Juris Doctor (J.D.) degree from a law school accredited by the American Bar Association, active member in good standing of the State Bar of California, and five years increasingly responsible experience working in a school district or a law firm that provides legal services to school districts or seven (7) years of experience in labor and employment law or similar fields; legal experience in the public sector is highly desirable. Preference will be given for coursework in educational laws and regulations, administrative laws and regulations, labor laws and regulations, or public agency administration.

LICENSES AND OTHER REQUIREMENTS:

California Bar Membership (Active); valid California driver's license; and provide personal automobile and proof of insurance. Eligible for membership in the State Bar of California and admission to practice before the United States District Court for the Northern District of California (preferred).

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

- California judicial procedures.
- Computerized case management system(s).
- Investigation techniques and procedures.
- Legal management practices, such as discovery, document production, depositions, briefing, and trial procedures.
- School operational procedures including instructional scheduling, hours, and local procedures.
- Technical aspects of field of specialty.
- Applicable sections of the California Education Code (EDC), other laws, rules, and regulations related to assigned activities.
- Meyers-Milias Brown Act, Fair Labor Standards Act, Government Code and California Education Code and applicable court rulings.
- District organization, operations, policies, procedures, and objectives; applicable sections of the California Education Code and other laws and regulations.
- Any and all state and federal laws and regulations that govern working conditions that are subject to negotiations (such as FMLA, ADA, OSHA, OTETA, CFEHA, Government Codes, California Ed Code, Labor Law, etc.).
- Any and all state and federal laws that govern discipline, dismissal and release of public school employees.
- Research methods and report writing techniques.
- Current economic, political and sociological conditions affecting school districts.

- Current issues and problems of large urban school districts and their communities.
- Budget preparation and control.
- Effective oral and written communication skills.
- Principles and practices of management, supervision, and training.
- Evaluation and development of approaches, strategies, and techniques.
- Operation of a computer, related software, scanners, and standard office equipment.
- Interpersonal skills using tact, patience, and courtesy.
- Health and safety regulations.

ABILITY TO:

- Conduct unbiased investigations.
- Prepare pleadings and briefs.
- Conduct legal research.
- Develop clear and unambiguous contract language.
- Make persuasive oral arguments in administrative hearings, arbitrations or other alternative dispute resolution settings.
- Understand, analyze, and interpret Board policies and regulations, and state and federal laws and regulations.
- Manage multiple priorities simultaneously with highly developed organizational skills and attention to detail.
- Research, analyze, compile, and verify data, and prepare comprehensive narrative and statistical reports.
- Exercise analytical and independent judgment.
- Analyze situations accurately and adopt an effective course of action.
- Plan and organize work to meet schedules and deadlines.
- Work confidentially with discretion.
- Complete work independently with many interruptions.
- Communicate effectively, both orally and in writing.
- Establish and maintain effective working relationships with management, site administrators, staff, and the public.
- Meet schedules and timelines.
- Train and supervise the performance of assigned staff.
- Prepare and deliver presentations and trainings.
- Compose correspondence and written materials independently.
- Operate a computer, related software, scanners, and standard office equipment.
- Lift light objects according to safety regulations.
- Meet state and district standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:**SAMPLE ENVIRONMENT:**

Office environment; drive a vehicle to conduct work; constant interruptions.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read various documents and reports; view a computer monitor; sit for extended periods of time; bend at the waist, reach overhead, above the shoulders, and horizontally, to retrieve and store files from cabinets and shelves; lift light objects.

SAMPLE HAZARDS:

Occasional contact with dissatisfied or abusive individuals.

**SACRAMENTO CITY UNIFIED SCHOOL
DISTRICT
Position Description**

TITLE:	Business Systems Administrator	CLASSIFICATION:	Non-Represented Management, Classified
SERIES:	Coordinator III	FLSA:	Exempt
JOB CLASS CODE:	9895	WORK YEAR:	12 Months
DEPARTMENT:	Technology Services	SALARY:	Range 13 Salary Schedule A
REPORTS TO:	Director III, Student and Data	HR APPROVAL:	5-23-23
		CABINET APPROVAL:	5-22-2023
		BOARD APPROVAL:	TBD

BASIC FUNCTION:

Serve as technical business systems administration expert; coordinate finance information system development and installation, implementation, administration, development system updates, manage system internal controls, and business support of the district's systems, applications and tools, databases, reporting, and related operating systems; responsible for the selection, development, deployment, utilization, access, integrity, and monitors and performs complex work in the development, control and analysis of district's enterprise resource system; coordinate assigned activities with other departments. Assist stakeholders in a wide variety of activities and special projects for the purpose of ensuring smooth and efficient financial operations while remaining in compliance with District staffing allocations and procedures and state and Federal policies and regulations.

DISTINGUISHING CHARACTERISTICS

Business Systems Administrator is distinguished from other staff by the overall responsibility for system analyses of current business practices, processes and work flows, system implementation of finance information systems, and administration. A Business Systems Administrator perform difficult to complex business and systems analyses of current business practices, processes and work flows in assigned business areas and recommend modifications or new processes to facilitate integration with designated enterprise system module processes; develop testing and implementation plans for new systems, system enhancements and upgrades; review projects following implementation to ensure compliance with specifications; collaborate with administrators and staff on system and operational improvements and third-party system integrations and facilitate business improvements; and perform related duties as assigned.

Perform complex business services functional analysis of system modules including report functions and system component analysis.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Lead, oversee, and participate in the design, implementation, upgrading, monitoring, tuning, and troubleshooting of the district's applications and tools, and system modules. **E**

Plan, implement and supervise projects; work with others on special projects to design and format system programs to achieve desired results; performs other special projects as assigned. **E**

Compile a wide variety of financial information and reports related to work assignments for the purpose of providing required documentation and processing information. **E**

Prepare financial information for a variety of stakeholders for the purpose of documenting activities, providing reference, conveying information, and complying with established financial, legal, and administrative requirements. **E**

Develop specifications, design, and implementation of database queries, scripts, views, tables, and structures; provide database monitoring, performance tuning, troubleshooting, query development, replications, and data mining. **E**

Lead, oversee, and participate in determining data elements and structures that need to be accessed and extracted, moved and loaded, validated and cleaned, and standardized and transformed. **E**

Provide advanced technical support for the district's business services systems and applications; troubleshoot and resolve data integration and reporting problems; provide information, technical direction, and training to staff on activities required to implement projects, upgrades, new procedures, and techniques. **E**

Maintain business correspondence and communication techniques in day to day operations, training presentations and meetings. **E**

Knowledge of complex mathematics to perform calculations and statistical computations. **E**

Provide support for business systems activities with specific responsibility for the analysis and reconciliation of staffing allocations in compliance with established policies; providing specialized financial and budget support to other personnel; and verifying budget data. **E**

Develop business process modifications and determine strategic solutions to provide consistency; Prepare business; process documentation, write test scripts and lead testing, and identify fixes or corrections. **E**

Provide technical support and expertise for business systems. Serve as the subject matter expert, collaborate with district staff to solve complex procedural, operational, and technical business service problems. **E**

Analyze, test and model the results of system setup to determine appropriate functionality, performance, and data integrity and third-party software interface connections; make recommendations for system changes/corrections as necessary. **E**

Manage advanced reporting tools, analyze, design and write specialized queries and custom reports to generate required data and reports on a periodic basis. **E**

Assist user teams with special business projects such as system upgrades and system implementations; evaluate requests for system enhancements; provide guidance to business systems end users on application use and operating parameters; translate user expectations into technical specifications for enhancements and customizations; consult with other district staff on business process changes; research these changes for potential problems and develop and implement solutions. **E**

Support of California Department of Education/California Employment Development Department/California Unemployment Insurance/Internal Revenue Service federal reporting requirements by assembling information, verifying accuracy, inputting and/or overseeing the input of information into various system databases and staying current with new requirements. If new requirements are needed, ensuring all technology is updated accordingly. **E**

Coordinate review of the technical environment to evaluate, measure and maximize system performance, availability and effectiveness; utilize management software and tools to monitor and analyze data operations; analyze capacity and growth requirements, and recommend systems, system upgrades and enhancements to meet district needs. **E**

Develop, maintain, and provide district specific documentation including data standards, policies and procedures. **E**

Recommend and coordinate with staff and vendors on the design, documentation, implementation, maintenance, testing, and monitoring of business continuity and recovery procedures. **E**

Coordinate trainings for areas of the comprehensive business system. This includes being able to prepare complex technical written material in an effective and comprehensive manner. **E**

Analyze problems and make modifications to systems; preserve the performance and integrity of data. **E**

Assist with planning, organizing and prioritizing work to meet deadlines and accomplish assigned tasks within established timelines including maintaining accurate records and files and coordinating multiple projects simultaneously. **E**

Assist with supporting comprehensive integrated software systems with the ability to assess the outcomes and identify training and developmental needs for staff to enhance their performance, productivity and quality of work. **E**

Act as a liaison and serve on a variety of committees, task forces, and professional group meetings; maintain awareness of new trends and developments in the fields of Technology Services, database administration and security; incorporate new developments as appropriate. **E**

Read and interpret applicable policies, procedures, contracts and state and federal laws necessary to competently perform duties. **E**

Maintain professional and technical knowledge by attending courses and system training, reviewing professional publications, etc. **E**

Interpret technical system documentation and translate work processes into business systems functions. **E**

Perform other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: Bachelor's degree in business, statistics, project management, management information, computer information science, finance, accounting or closely related fields from an accredited college or university along with four years of increasingly responsible experience in business, statistics, project management, finance, accounting information systems or other related field. Experience should include installing, implementing, and maintaining SQL Server in a clustered and highly available environment. Incumbent must have expertise with Microsoft SQL Server, database performance tuning and capacity planning, testing, evaluation, report development and systems integration.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance. Alternative work schedule may be mandatory to prevent end-user interference.

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

- Data warehouse and systems architecture, including the development of logical and physical data models including multidimensional data cubes, metadata definitions, and models.
- Principles and practices of Business Intelligence and data integration constructs.
- Industry design and configuration standards for data transformation and data warehouse technologies and tools.
- Principles and practices of business and technical communications, including techniques in the development of system and user documentation.
- Comprehensive Integrated Software Systems.
- Database theories and practices.
- Operating principles, parameters, uses, capabilities, characteristics, and limitations of servers, network operating systems, personal computers, mid-range computers, and related equipment.
- Standard principles, practices, methods, and tools of project management.
- Database design and management of SQL and other programming environments.
- Programming languages and reporting tools for SQL.
- Relational database management systems, computer network topologies, and the security implications of each. Conceptual design processes.
- Problem solving skills.
- Operation of computer, related software, and standard office equipment. Effective oral and written communication skills.
- Principles and practices of providing work direction to others.

ABILITY TO:

- Develop and deploy conceptual frameworks, and apply state-of-the-art technology to the design, development, implementation and management of data warehouse and data integration infrastructures and functionality.
- Install, configure, maintain, and manage the operations of complex database and data warehouse systems to achieve optimal technical performance and end-user support.
- Analyze and determine data entities, relationships, attributes, data flow, storage requirements, data output, and reporting capabilities.
- Determine and develop solutions to meet the functional requirements and specifications of hardware and software systems.
- Act as project manager for implementation of software application features or subsystems.
- Analyze and troubleshoot complex scripting, data cleansing, data integration, and data warehouse system issues; identify the reasons for problems, failures, and malfunctions; develop optimal solutions.
- Perform business and functional analyses, and reach sound conclusions regarding system requirements.
- Read, interpret, and apply complex technical publications, manuals, and other documentation.
- Identify data communication and information management issues and opportunities; analyze problems and alternatives; develop sound conclusions and recommendations.
- Prepare clear, concise, and accurate program documentation, reports of work performed, and other written materials.
- Conscientiously preserve the confidentiality of all proprietary and confidential data and information residing in the district, in accordance with departmental and district policy and state and federal law.
- Translate user requirements into computer programs and systems. Apply creative thinking and critical reasoning to resolve complex system issues.

- Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.
- Implement system software and data changes in accordance with security and change control policies. Work individually, as well as part of a collaborative team.
- Establish and maintain cooperative relationships with others.
- Communicate effectively, both orally and in writing. Alternative work schedule may be mandatory to prevent end- user interference.
- Develop policies, procedures, functions and principles of information systems; accounting and record-keeping principles, methods and practices.
- Operate a computer, related software, and standard office equipment.
- Provide leadership, guidance, and training to other technical and non-technical personnel.
- Meet state and district standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:**SAMPLE ENVIRONMENT:**

Office environment; drive a vehicle to conduct work; subject to noise from equipment operation.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, inspect manuals and other written materials with fine print, prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time; bend at the waist, reach overhead, above the shoulders, and horizontally to retrieve and store files from cabinets and shelves; lift light objects; physical, mental, and emotional stamina to endure long hours under sometimes stressful conditions.

SAMPLE HAZARDS: Occasional contact with dissatisfied or abusive individuals.

HEALTH BENEFITS: District pays a portion of the employee's health benefits through District-offered plans.

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Director, Payroll Operations	CLASSIFICATION:	Classified Non-Represented Management
SERIES:	Director II	FLSA:	Exempt
JOB CLASS CODE:	9891	WORK YEAR:	12 Months
DEPARTMENT:	Business Services	SALARY:	Range 17 Salary Schedule A
REPORTS TO:	Chief Business and Operations Officer	HR APPROVAL:	3-7-2024
		CABINET APPROVAL:	3-13-2024

BASIC FUNCTION:

Oversee payroll functions across SCUSD, inclusive of over 5,000 certificated and classified personnel on varying pay schedules employed in approximately 84 school sites, early education centers, and administrative facilities, which utilize paper and web-based time reporting systems.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Manage the day-to-day functions of the Payroll department with a focus on providing the highest standards of customer service to our schools and central office staff. **E**

Engage in effective and efficient implementation of the HR/Payroll enterprise system through collaborative cross-departmental efforts. **E**

Lead the complex effort to understand current state of end-to-end payroll processes and identify key opportunities for improvement. **E**

Drive the design and implementation of improved payroll processes and operations with the goal of making them more streamlined, efficient and accessible. **E**

Standardize to best practices where possible and develop a plan for implementation of process improvements, including preparing and engaging Payroll staff in process change through training, documentation, and technical support **E**

Communicate and obtain buy-in for proposed process changes with key stakeholder groups. **E**

Coordinate efforts with system implementation teams to ensure alignment for cross-functional processes. **E**

Supervise, evaluate and guide Payroll staff, build capacity, establish and communicate clear goals and expectations for the department that are aligned to district priorities, and hold staff accountable for meeting short and long-term goals. **E**

Ensure the timely and accurate reporting of certificated and classified employees' retirement contributions to CALSTRS and CALPERS, all post-pay deductions and withholdings, garnishments, Tax Sheltered Annuities

Director, Payroll Operations -- Continued

(TSA), general deductions, and retirement deductions. **E**

Oversee timely and accurate printing, sorting and mailing of pay warrants, direct deposits, W2's, and monthly and quarterly taxes. **E**

Ensure timely completion of all payroll tax reporting requirements for federal and local taxes. **E**

Work collaboratively with the Human Resources and Risk Management Departments to ensure accuracy of employee compensation and benefits data and the timely set up of new employee information in the payroll system. **E**

Respond to audit items and public record requests. **E**

Monitor compliance with all applicable laws, ordinances and regulations, including California Labor Code and Board of Education policies; oversee the preparation and submission of State and Federal mandated reports. **E**

Develop strategies to resolve complex payroll and retirement reporting issues. **E**

Implement and update functions within business systems and/or additional workflows, providing supporting documentation as needed for continuous improvement and accountability. **E**

Assist and prepare workshops and manuals relevant to payroll process and present at workshops when assigned. **E**

Input, output, update, and access a variety of records and information; generate reports, records, lists, and summaries from computer database. **E**

Provide excellent customer service by establishing positive relationships with District personnel, representatives from external organizations, labor partners, and others; respond to phone calls, e-mails, letters, and other communications; lift light objects. **E**

Promote teamwork by sharing knowledge, cooperating with others, participating in meetings and work groups, and supporting the goals and objectives of the District and division. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Bachelor's degree from an accredited college or university; advanced degree preferred.

Four (4) years of professional-level experience in a large, urban school district over 30,000 ADA, or payroll department, or other relevant setting such as County or State level education organization. Strategic leadership and management experience; in a K-12 public educational setting preferred.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Experience supervising a payroll division in a California public school district, with demonstrated knowledge of and responsibility for processing certificated and classified employees' pay through a computerized payroll system.

Director, Payroll Operations -- Continued

- Knowledge of California Education Code employment provisions applicable to certificated and classified staff.
- Knowledge of practices and procedures of the California State Teachers' Retirement System (CalSTRS) and California Public Employees Retirement System (CalPERS).
- School district organization, operations, and objectives.
- Interpersonal skills using tact, patience, and courtesy.
- Effective oral and written communication skills.
- Principles and practices of management, supervision, and training.
- Evaluation approaches, strategies, and techniques.

ABILITY TO:

- Highly-motivated, self-directed individual with deep payroll functional as well as process improvement expertise who will provide the strategic vision for the SCUSD Payroll functions and the leadership for our change management effort to streamline processes.
- Lead and work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities.
- Communicate effectively, both orally and in writing.
- Interpret, apply, and explain rules, regulations, policies, and procedures.
- Analyze situations accurately, and adopt an effective course of action.
- Work independently with little direction.
- Plan and organize work to meet schedules and timelines.
- Prepare comprehensive narrative and statistical reports.
- Supervise and evaluate the performance of assigned staff.
- Operate a computer and related software
- Meet state and district standards of professional conduct as outlined in Board Policy.
- Ability to work effectively across multiple functions and roles within a complex organization.
- Strong interpersonal skills and the ability to build effective working relationships with senior level district staff and colleagues.
- Success leading effective teams and individuals.
- Ability to work effectively in difficult situations that involve confidential and sensitive matters.
- Strong computer skills including Google Suite, Microsoft Office Suite (Outlook, Word, Excel, and PowerPoint).

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Office and site environment; drive a vehicle to conduct work; constant interruptions.

SAMPLE PHYSICAL ABILITIES:

Hearing and speaking to exchange information and make presentations; seeing to read, prepare, proofread documents, and monitor activities; sitting or standing for extended periods of time; dexterity of hands and fingers to operate a computer keyboard and other office equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders, and horizontally to retrieve and store files and supplies; lifting light objects.

SAMPLE HAZARDS:

Contact with dissatisfied or abusive individuals.

HEALTH BENEFITS: District pays a portion of the employee's health benefits with District-offered plans

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	District Community Schools Specialist	CLASSIFICATION:	Certificated Non-Management (SCTA)
SERIES:	None	FLSA:	Exempt
JOB CLASS CODE:	9890	WORK YEAR:	190 Days
DEPARTMENT:	Assigned School Site	SALARY:	Program Specialist and School Social Worker Annual S1-A/N21
REPORTS TO:	Executive Director of Student Support and Health Services	HR APPROVAL:	1-26-24
		CABINET APPROVAL:	11-28-23

BASIC FUNCTION:

Under the direction of the Executive Director, Student Support and Health Services or designee, the District Community Schools Specialist (DCSS) is responsible for the integration, alignment, coordination, and monitoring of the system-wide community school (CS) strategy in accordance with California Community School Partnership Program (CCSPP) grant requirements. The District is committed to the Six Pillars and Four Mechanisms of the Community School Strategy as outlined by the National Education Association at www.nea.org/communityschools.

The DCSS will co-facilitate, coordinate, and schedule the Community School Advisory Council (CSAC) including recruiting/training new members (i.e. students, parents/guardians, school staff, and community partners who are representative of the diversity of the school community).

The DCSS will work with the CSAC to review the site-level needs and assets assessments and to develop, implement, and revise a District CS implementation plan based on the results of that assessment and the District's system-wide community school (CS) strategy as set forth above.

The DCSS will collaborate with program leaders at the system and site level in alignment with the CS strategic plan. The DCSS develops and furthers the wisest use of community resources to create optimal impact by enhancing community and individual assets, meeting critical needs, and promoting long-term collective solutions.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

1. Assets and needs assessment, data collection and analysis:

- Align the processes sites use for initial, comprehensive needs and assets assessment, and additional ongoing assessments and listening projects to identify gaps in service for students and families to ensure a comprehensive, evidence-based and coordinated process is used across CS sites. **E**

- Support site CSS with coordination of the needs and asset assessments and listening projects. **E**
 - Assist the CSS with identifying existing resources in the community and the district to fill identified gaps. **E**
 - Coordinate the CSAC to analyze data from site-level needs and assets assessments including synthesizing and preparing data and reports to facilitate analysis. **E**
 - Coordinate needs and resources assessment activities on an ongoing basis, employing a variety of strategies and including a broad cross-section of stakeholders. **E**
- 2. Using such data to inform, and implement, strategic plans:**
- Build high-functioning problem-solving teams for identified needs. **E**
 - Match schools with high-quality community partnerships and district resources that meet identified needs and support student achievement. **E**
 - Provide technical assistance and support to CSS with implementing a menu of strategic programs and services according to the priorities identified by the CSIT. **E**
- 3. Program coordination and alignment:**
- Coordinate the integration and alignment of community and district resources and partnerships to maximally support the goals of the site to the fullest extent possible. **E**
 - Initiate, facilitate, and coordinate programs and strategies related to the community schools implementation during and beyond the school day for students, families and the community. **E**
 - Coordinates central office initiated community resources serving the Community School sites per the need assessments and district initiatives. **E**
- 4. Implementation and monitoring:**
- Review and monitor the site-level CS strategic plan implementations and effectiveness data in collaboration with the site CSS and site leader and make recommendations. **E**
 - Perform required data collection and evaluation; prepare written and oral reports required by grant funders and present to district leadership and constituents as needed. **E**
 - Assist in grant writing, reporting and development and identification of other resources to increase and sustain programs and services. **E**
- 5. Community/Family engagement and organizing:**
- Coordinate and participate in district and site- parent and community engagement initiatives, with a specific focus on engaging families of color and underserved/marginalized families. **E**
 - Attend meetings of the CSAC. **E**
 - Attend meetings of the CSITs as needed. **E**
- 6. Leadership and facilitation:**
- Work cooperatively with principals and other district administrators and supervisors in planning and implementing the system-wide Community Schools (CS) strategy. **E**
 - Assist the Director in integrating diverse community partners, parents, etc. into district governance structures. **E**
 - Coordinate training and professional learning for site-based CSS, parents/guardians, other District staff, and community groups to support implementation of the community school model. **E**
 - Provide advisement, guidance, and support to site-based CSS to carry out Community School grant expectations and site-activities. **E**
- 7. Advocacy and ambassadorship:**

- Facilitate communication and relationship-building with community partners, key stakeholders, and volunteers including representing the District in regional groups or relevant coalitions and advocacy activities to promote the initiative. **E**
- Participate in district and other relevant professional learning and training sessions. **E**
- Assists in interpreting the programs and goals of the school district to the community. **E**

TRAINING, EDUCATION, AND EXPERIENCE:

Experience coordinating programs, grants, conducting needs/asset assessments is preferred. Experience collecting, analyzing, and presenting information and data to diverse audiences is preferred. Experience building, facilitating, and leading high functioning adult teams is preferred. Bachelor's degree from an accredited university in education, social work, health or related field. Master's degree preferred. Experience coordinating comprehensive program activities in a school/academic setting is preferred. Bilingual skills preferred. Knowledge and experience working in the school or surrounding community preferred. Experience working with students/families similar to the demographics served by the school community preferred, with a minimum of five years preferred.

LICENSES AND OTHER REQUIREMENTS:

Possession of a California Credential in teaching and/or in Pupil Personnel Services (Counseling, Psychology, or Social Worker) is required.

KNOWLEDGE, SKILLS, AND COMPETENCIES:

- Demonstrated ability to collect, interpret, and analyze data from a variety of sources, evaluate that data, and make recommendations based on evaluation
- Excellent interpersonal and communication skills (verbal & written), including active listening
- Demonstrated ability in grassroots community organizing, and leadership identification and development
- Knowledge of community resources
- Able to build and lead high-functioning teams and facilitate groups
- Ability to market a school, write grants, and fundraise
- Cultural sensitivity and a demonstrated commitment to equity and social justice
- Demonstrated ability to build trust and effective working relationships with a wide variety of stakeholders and people from varied backgrounds (communities of color, low-income communities, speakers of various languages, etc.)
- Ability to organize, prioritize and respond to deadlines while working on multiple tasks
- Awareness of the physical, social, emotional and academic development of the learner
- Knowledge of political, economic, and social barriers to educational equity
- Skilled in PowerPoint, Excel, Google Docs/Drive, and social media
- Ability to work independently and without close supervision

DISCLAIMER:

The statements of the job description are intended to describe the general nature and level of work performed by an employee in this category. The description does not contain an exhaustive list of all responsibilities, duties, skills and other requirements necessary of employees to perform in this position.

WORKING CONDITIONS:**SAMPLE ENVIRONMENT:**

Flexible schedule - Ability to adjust work day schedule to work evenings and/or on weekends to participate in district meetings and community engagement activities as needed; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read and prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time; bend at the waist, reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects. Physical, mental, and emotional stamina to endure long hours under sometimes stressful conditions; and kneel or crouch to retrieve files from cabinets and shelves; hear and speak to exchange information; see to read and assure accuracy of records and reports.

SAMPLE HAZARDS:

Contact with dissatisfied, hostile individuals; may risk exposure to communicable diseases, home environments that are not clean or safe, and personal safety hazards.

**SACRAMENTO CITY UNIFIED SCHOOL
DISTRICT
Position Description**

TITLE:	Infant Toddler Caregiver	CLASSIFICATION:	Classified Non-Management (SEIU/Aide-Paraprofessional Unit)
SERIES:	None	FLSA:	Non-Exempt
JOB CLASS CODE:	9871	WORK YEAR:	10 Months
DEPARTMENT:	Student Support and Health Services	SALARY:	Range 50 Salary Schedule C
REPORTS TO:	Coordinator II- SSHA	HR APPROVAL:	7-24-2023
		CABINET APPROVAL:	8-11-2022

BASIC FUNCTION:

Under the direction of an assigned supervisor, the Infant Toddler Caregiver will provide age-appropriate activities that support a functional learning atmosphere; prepare and execute appropriate experiences suitable for children, 0 to 3 years of age. Work in a licensed childcare setting.

REPRESENTATIVE DUTIES:

Facilitates and guides children's learning, social and emotional development, problem-solving abilities, physical development and any special ability. **E**

Support all children in small and large groups, in a variety of activities involving fundamental language development and literacy, number concepts, exploration of nature, arts and crafts, music, and dramatic play. **E**

Support each child's individual needs. **E**

Provide a positive, safe and nurturing learning environment. Monitors classroom and playground activities to ensure the safety and wellbeing of students. **E**

Oversee the safety and supervision of children in care. **E**

Organize, plan, implement and oversee student activities and instructional materials that align with the State or Federal required tools. Complete required assessments and screeners as required by funding and compliance. **E**

Provide assistance and support to students' individual health needs when appropriate, with toilet training and/ or diapering, hand washing, feeding, and tooth brushing needs. **E**

Support children with special needs and those with an IFSP or requiring individualized care. **E**

Maintain the classroom in a safe, sanitary, and orderly condition. **E**

Prepare and maintain a variety of records such as, but not limited to, student files and portfolios, notes, observations, and student attendance, in relation to funding requirements. **E**

Document activities in related to assigned children and activities including parent involvement and other parent engagement activities, developmental screeners, and assessments. **E**

Assist with completing required student enrollment and attendance designs and prepares bulletin boards, displays, charts, games, and other teaching aids such as forms, and worksheets. **E**

Plan and schedule required home visits. **E**

Facilitate parent engagement activities/workshops including home visits and conducting parent meetings. **E**

Provide parents/guardians of children with practical information regarding the program, their student's progress and provide support and encouragement for involvement with their children's education. **E**

Collaborate with community partners to enhance services for children and parents. **E**

Support diverse and at-risk and priority populations as low-income, teen parents, refugees, dual language learners etc. **E**

Participate in periodic meetings with Student Support and Health Services staff, instructional coaches, school site staff, administrators, and other designated staff to assess progress, discuss issues or concerns and plan teaching/learning strategies. **E**

Attend trainings and professional development. **E**

Work collaboratively with classroom instructional staff and childcare attendants. **E**

May assign special projects to the Instructional Aide (as needed) to support the program. **E**

Attend a variety of conferences, training, and meetings as assigned. Operate standard office and classroom equipment. **E**

Operate standard office and classroom equipment. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: Associate of Arts Degree in Early Childhood Education, Child Development, Human Development or related field and six (6) Infant & toddler specialized units or minimum of completion of three (3) units Infant & toddler specialized units and proof of enrollment in additional three (3) units upon placement.

LICENSES AND OTHER REQUIREMENTS:

(Including Title 22 Community Licensing staff requirements).

Valid Teacher Permit or higher issued by the California Commission on Teaching Credentialing, valid First Aid/CPR certification (Infants & Toddlers), valid California Driver License and insurance, and pass the employee entrance evaluation (lifting test).

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Classroom procedures and appropriate knowledge of child development methods and practices.
- Child behavior management techniques and child guidance principles and practices.
- Requirements of maintaining an infant/toddler classroom in a safe, clean and orderly condition.
- Experiences and curriculum designed for an infant/toddler program.
- Basic record-keeping techniques.
- Basic instructional methods and techniques.
- Health and safety regulations.
- Operation of standard office and classroom equipment.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Interpersonal skills using tact, patience, and courtesy.
- Proper lifting techniques.
- Lift infants and toddlers weighing up to 50 pounds.
- California Department of Social Services (CDSS) licensing requirements
- Community Care and Licensing Regulations, State and Federal guidelines in relation to funding requirements.

ABILITY TO:

- Monitor, supervise and evaluate children in games, play or group activities;
- Read and understand teacher manuals and guides;
- Follow oral and written instructions with direction; Ability to give directions clearly;
- Work independently and make minor decisions within the framework of established guidelines;
- Adapt to individual needs of children and work with frequent interruptions;
- Work harmoniously with children and staff.
- Meet schedules and timelines.
- Learn and use technology and computer software applications as appropriate to the learning environment.
- Understand and be sensitive to those of culturally and linguistically diverse backgrounds.
- Successfully implement and use positive reinforcement and assertive discipline practices.
- Provide experiences and related activities in a classroom or assigned learning environment.
- Maintain a clean, safe and orderly classroom-learning environment.
- Communicate effectively orally and in writing.
- Read, interpret, apply and explain rules, regulations, policies and procedures applicable to the Early Learning and Care environment.
- Communicate effectively with others.
- Operate standard classroom equipment.
- Work closely with classroom para-educator to insure a safe and cohesive learning environment.
- Provide input for performance evaluations as requested by the administration.
- Monitor student attendance.
- Understand and relate to students with special needs.

- Maintain consistent, punctual and regular attendance.
- Sit or stand for an extended period.
- Bend at the waist, kneel, crawl or crouch to assist students.
- Learn district organization, operations, policies and objectives.
- Assist parents with school involvement and participation as required.
- Use proper lifting methods.

WORKING CONDITION:

SAMPLE ENVIRONMENT:

Indoor classroom and outdoor playground childcare environment; frequent interruptions; significant distractions; continuous contact with staff and the public. Drive a vehicle to conduct work for required home visits.

SAMPLE PHYSICAL ABILITIES:

Sufficient physical strength and mobility to stand, walk, run with students and lift/hold infants/toddlers. Sit for extended periods; bend at the waist or crouch to assist children. Must be able to bend, squat, and kneel throughout the day, reach overhead, above the shoulders, and horizontally to retrieve and store files; hear and speak to exchange information; see to read a variety of materials and monitor student activities and behavior; dexterity of hands and fingers to demonstrate activities, prepare materials. Operate standard office and classroom equipment and technology. Lift infants and toddlers weighing up to 50 pounds.

SAMPLE HAZARDS:

Occasional contact with dissatisfied or abusive individuals; exposure to erratic student behavior; may risk exposure to lice, bodily fluids, and communicable diseases.

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description**

TITLE:	Lead Print Shop Technician	CLASSIFICATION:	Classified Non-Management (SEIU/Office-Technical)
SERIES:	None	FLSA:	Non-Exempt
JOB CLASS CODE:	9878	WORK YEAR:	12 Months
DEPARTMENT:	Central Printing Services	SALARY:	Range 58 Salary Schedule C-M
REPORTS TO:	Purchasing Manager	HR APPROVAL:	07-21-23
		CABINET APPROVAL:	09-05-23

BASIC FUNCTION:

Plan, organize, coordinate, and direct diverse, specialized duties in the operation of digital high-speed printing equipment, offset presses, reproduction and bindery equipment, and other equipment for the production and distribution of high-quality printed materials. Make independent judgement and analysis decisions on projects to ensure efficient, safe workflow to direct and train assigned staff.

DISTINGUISHING CHARACTERISTICS:

The Lead Print Shop Technician classification operates duplication and photocopy equipment, and performs finishing, bindery and shipping work as directed. The Lead Print Shop Technician classification will operate finishing and binding equipment, digital high-speed printing equipment and offset presses requiring specialized training in press operation and technical computerized equipment, including multi-color registration. The Lead Print Shop Technician creates digital job files, requiring the use of various graphic design software for layout and design of printed material. Oversee the production schedule, billing of print jobs, reconciling of vendor invoices and adhering to industry rules and regulations.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Perform all pre-press functions; ensure projects will print effectively, make corrections to files as needed. Understand and follow printing rules and concepts; understand and follow post office regulations for mailing. **E**

Operate high-speed digital printing presses, , high-volume copy machines, paper cutters, binding machines, collators, shrink wrappers, folder-inserter, folder-sealer, coil binder, tape binder, industrial stapler, plate makers, and drill press; layout and design a wide variety of banners utilizing custom equipment computer software. **E**

Prepare equipment and machinery for production, i.e., prepare proofs, layout and design, create and set up plates, load toner and ink, load paper; prepare completed work orders for shipping or distribution. Calculate charges and complete requisitions. Ensure effective retention of files, requisitions, work orders, and materials. Maintain organized archives of print files. **E**

Make offset plates or digital plate makers; clean and prepare masters for duplicating. **E**

Utilize a variety of graphic design software, , and other computer software programs to manipulate graphics; Perform complex variable data creating customized documents for print and digital delivery. Facilitate Portable Document Format (PDF) document creation, review, and high-end output; and design/typeset documents. **E**

Maintain equipment in efficient working order, making routine adjustments, and diagnose problems as appropriate; communicate with equipment vendor regarding malfunctions and problems as necessary. **E**

Operate a paper-cutting machine to trim and cut large paper stock to appropriate size and dimensions; collate, assemble, hole punch, bind, staple, shrink wrap, perform hand finishing, and package reproduced materials. **E**

Assist in receiving and stocking inventory of materials and supplies; unload paper supplies, and rotate stock as assigned; perform moderately heavy lifting; carry, push, and pull packages, boxes, supplies, and completed print jobs. **E**

Maintain inventory according to established guidelines; maintain routine records as assigned; update Central Printing price book as necessary; research equipment and design software as necessary; may operate a vehicle to conduct work. **E**

Communicate with district personnel and departments to provide technical information, coordinate activities, and resolve issues, concerns, or questions regarding design, format, and scheduling of special printing work; confer with district personnel regarding reproduction and printing needs. **E**

Coordinate intake for projects and create detailed job tickets in design software for production. Obtain quotes from outside vendors for overflow projects. **E**

Work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities. **E**

Train and provide work direction to Print Technicians. **E**

Assist other personnel as may be required for the purpose of supporting staff in the completion of work activities. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: graduation from high school, and five years of print shop operations experience including high-speed digital and offset printing.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license, and provide proof of insurance; employee entrance evaluation. (lift and carry a minimum of 20 lbs.)

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Principles, processes, and equipment used in digital and offset printing, duplicating, and high speed photocopying.
- Operation of digital high-speed equipment, offset press, and peripheral equipment.
- Inks, toner, and paper stock used in printing.
- Graphic design and mail sorting software
- Custom equipment computer software.
- Operation of a computer, related desktop publishing software, and standard office equipment.
- District policies and procedures related to assigned duties.
- Record-keeping techniques.
- Oral and written communication skills.
- Interpersonal skills using tact, patience, and courtesy.
- Principles and practices of providing work direction and guidance to others.
- Health and safety regulations.

ABILITY TO:

- Perform the basic function of the position.

- Maintain, adjust, and perform routine maintenance to equipment.
- Produce quality printed work according to established production standards.
- Operate a variety of finishing equipment.
- Learn and operate custom equipment software.
- Operate a computer, related desktop publishing software, and standard office equipment.
- Be organized.
- Promote and train safe work practice.
- Understand and follow oral and written directions.
- Communicate effectively, both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Perform moderately heavy lifting.
- Carry, push, and pull of packages, boxes, supplies, and completed print jobs according to safety regulations.
- Complete work with many interruptions.
- Work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities.
- Work independently with little direction.
- Train and provide work direction to Print Technicians.
- Meet state and district standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:**SAMPLE ENVIRONMENT:**

Print shop and mini-print environment; constant interruptions; subject to noise from equipment operation, and fumes from ink and cleaning compounds; may drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Stand for extended periods of time; dexterity of hands and fingers to operate a variety of print shop equipment; handle physical and emotional stress in meeting deadlines and schedules; handle moderately heavy packages and boxes; moderately heavy lifting; carry, push, and pull boxes of supplies and completed print jobs, operate pallet jack and hand truck; stoop or crouch when loading supplies in equipment; reach and handle supplies, equipment, and materials to maintain the equipment; talk and hear over equipment noise; visual acuity, depth perception, and accommodation when operating equipment and reading forms.

SAMPLE HAZARDS:

Exposure to chemical fumes, fuser oil, and chemicals/solvents on hands; heat from laminating machines and fuser units; cuts from staples, drillers, paper, and paper cutters.

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description**

TITLE:	Specialist, Community Schools	CLASSIFICATION:	Certificated Non-Management (SCTA)
SERIES:	None	FLSA:	Exempt
JOB CLASS CODE:	9895	WORK YEAR:	184 Days
DEPARTMENT:	Assigned School Site	SALARY:	Training Specialist Annual T-A/N20
REPORTS TO:	School Principal and Executive Director of Student Support and Health Services	HR APPROVAL:	11-13-2023
		CABINET APPROVAL:	2-2-2024
		BOARD APPROVAL:	TBD

BASIC FUNCTION:

Under the direction of the site’s principal and/or designee, the Community Schools Specialist (CSS) is responsible for the, integration, alignment, and coordination of the community school (CS) strategy at the school site level. The District is committed to the Six Pillars and Four Mechanisms of the Community School Strategy as outlined by the National Education Association at www.nea.org/communityschools.

The CSS will facilitate, coordinate, and schedule the Community School Implementation Team (CSIT) including recruiting/training of new members (i.e. students, parents/guardians, school staff, and community partners who are representative of the diversity of the school community).

The CSS will work with the school’s inclusive leadership team (CSIT) (and a broad range of school staff, families, administrators, and community partners) to conduct an extensive needs and assets assessment and to develop and implement a CS strategic plan based on the results of that assessment.

The CSS will initiate, facilitate, and maintain programs at the school level in alignment with the CS strategic plan. The CSS develops and furthers the use of community resources to create optimal impact by enhancing community and individual assets, meeting critical needs, and promoting long-term collective solutions.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

1. Assets and needs assessment, data collection and analysis:

- Coordinate initial, comprehensive needs and assets assessment, and additional ongoing assessments and listening projects to identify gaps in service for students and families and to identify existing resources in the community and the district to fill those gaps. **E**

- Coordinate the work of the Community School Intervention Team (CSIT) to analyze data from needs and assets assessments. **E**
 - Coordinate needs and resources assessment activities on an ongoing basis, employing a variety of strategies and including a broad cross-section of stakeholders. **E**
- 2. Using such data to inform, and implement, strategic plan:**
- Build high-functioning problem-solving teams for identified needs. **E**
 - Match students and families with high-quality community partnerships and district resources that meet identified needs and support student achievement. **E**
 - Implement a menu of strategic programs and services according to the priorities identified by the by the CSIT, in partnership with school staff, students, parents/guardians, and community allies. **E**
- 3. Program coordination and alignment:**
- Coordinate community resources serving the school. **E**
 - Ensure the integration and alignment of community and district resources and partnerships to maximally support the goals of the principal, school leadership team, and strategic partners to the fullest extent possible. **E**
 - Coordinate programming related to the community schools strategic plan, during and beyond the school day for students, families and the community. **E**
 - Assist with designing and managing volunteer systems within the school. **E**
- 4. Implementation and monitoring:**
- Monitor the effectiveness of interventions and supports in collaboration with school site team (CSIT). **E**
 - Perform required data collection and evaluation; prepare and present written and oral reports to district and partners. **E**
- 5. Community/Family engagement and organizing:**
- Coordinate and participate in parent and community engagement initiatives, with a specific focus on engaging families of color and underserved/marginalized families. **E**
 - Serve as a member of site-based teams related to the Community Schools strategic plan, as appropriate. **E**
- 6. Leadership and facilitation:**
- Serve as an active member of the CSIT. **E**
 - Assist the principal in integrating diverse community partners, parents, etc. into school governance structures. **E**
 - Coordinate trainings and professional development for school staff, parents/guardians, and community groups to support implementation of the community school model. **E**
- 7. Advocacy and ambassadorship:**
- Represent the initiative in various public forums as needed and participate in advocacy activities to promote the initiative. **E**
 - Facilitate communication and relationship-building with community partners, key stakeholders, and volunteers including representing the school in neighborhood groups or relevant coalitions. **E**
 - Participate in district and other professional learning and training sessions. **E**

TRAINING, EDUCATION, AND EXPERIENCE:

Experience coordinating programs, grants, conducting needs/asset assessments is preferred. Experience collecting, analyzing, and presenting information and data to diverse audiences is preferred. Experience building, facilitating, and leading high functioning adult teams is preferred. Bachelor's degree from an accredited university in education, social work, health or related field. Master's degree preferred. Experience coordinating comprehensive program activities in a school/academic setting is preferred. Bilingual skills preferred. Knowledge and experience working in the school or surrounding community preferred. Experience working with students/families similar to the demographics served by the school community preferred, with a minimum of three years preferred.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license, and provide personal automobile. Possession of a California Credential in teaching and/or with Specialization in Pupil Personnel Services (Counseling, Psychology, or Social Worker) required. Specific languages and District Primary Language Assessment may be required. Must be available to work at least two evenings per week or on Saturdays.

KNOWLEDGE, SKILLS, AND COMPETENCIES:

- Demonstrated ability to collect, interpret, and analyze data from a variety of sources, evaluate that data, and make recommendations based on evaluation
- Excellent interpersonal and communication skills (verbal & written), including active listening
- Demonstrated ability in grassroots community organizing, and leadership identification and development
- Knowledge of community resources
- Able to build and lead high-functioning teams and facilitate groups
- Ability to market a school, write grants, and fundraise
- Cultural sensitivity and a demonstrated commitment to equity and social justice
- Demonstrated ability to build trust and effective working relationships with a wide variety of stakeholders and people from varied backgrounds (communities of color, low-income communities, speakers of various languages, etc.)
- Ability to organize, prioritize and respond to deadlines while working on multiple tasks
- Awareness of the physical, social, emotional and academic development of the learner
- Knowledge of political, economic, and social barriers to educational equity
- Skilled in PowerPoint, Excel, Google Docs/Drive, and social media
- Ability to work independently and without close supervision

DISCLAIMER:

The statements of the job description are intended to describe the general nature and level of work performed by an employee in this category. The description does not contain an exhaustive list of all responsibilities, duties, skills and other requirements necessary of employees to perform in this position.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Flexible schedule - Ability to adjust work day schedule to work evenings and/or on weekends to participate in district meetings and community engagement activities as needed; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read and prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time; bend at the waist, reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects. Physical, mental, and emotional stamina to endure long hours under sometimes stressful conditions.

SAMPLE HAZARDS:

Contact with dissatisfied, hostile individuals; may risk exposure to communicable diseases, home environments that are not clean or safe, and personal safety hazards.

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Cyber Security Specialist	CLASSIFICATION:	Non-Represented Management, Classified
SERIES:	Specialist III	FLSA:	Exempt
JOB CLASS CODE:	9892	WORK YEAR:	12 Months
DEPARTMENT:	Technology Services	SALARY:	Range 7 Salary Schedule A
REPORTS TO:	Director, Student & Data Systems / Chief Information Officer	CABINET APPROVAL:	4-19-2024
		HR APPROVAL:	9-21-2023

BASIC FUNCTION:

Plan, design, implement, monitor, and maintain cyber security programs for the Sacramento City Unified School District; identify and address critical systems and critical digital assets; maintain cyber security attack mitigation and incident response capability; and provide assistance to higher level management staff.

Under the direction of the Chief Information Officer or designee, the position of Cyber Security Engineer is responsible for establishing, coordinating, implementing, and managing the Sacramento City Unified School District's cyber-security strategy program across the organization. The incumbent will develop and implement processes to self-audit IT security systems and identify leading technology to prevent system incursions. The position will work directly with the leadership team to identify, implement, and maintain appropriate technology solutions for all aspects of the organization.

DISTINGUISHING CHARACTERISTICS:

Under specific guidance, the Cyber Security Specialist I functions at the entry-level position and has the most limited scope of any Cyber Security Specialist. The Cyber Security Specialist I is knowledgeable and capable of specific tasks within the cyber security, but is often not able to relate specific tasks into a broader picture of how a sub-area functions.

Under general guidance, the Cyber Security Specialist II functions at the journey-level and provides guidance to the entry-level position. The Cyber Security Specialist II is able to understand major sub-areas of the cyber security and/or environment. Cyber Security Specialists I and II support district security systems.

The Cyber Security Specialist III is the most knowledgeable and the most capable of any of the network specialists, and performs all of the duties of a Network Specialist III in addition to the duties listed below. The Cyber Security Specialist has a scope of knowledge and capability that includes the entire network and its environment. When a Cyber Security Specialist functions in a team lead or project leader capacity, the Cyber Security Specialist III will provide technical guidance to other network specialists.

Classes in this series are used to perform a variety of analytical activities in support of security processing systems. Incumbents develop problem solutions using security technology methods; conduct feasibility studies; assist or act as a project manager over information processing projects; work on analysis and support of district security processing systems; develop information processing standards and procedures.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

Develops and maintains centralized security alert logging and reporting systems, implements Data Loss Prevention (DLP) systems. **E**

Coordinates and conducts investigations of security events, responds to emergency cybersecurity situations. **E**

Installs security measures and operating software to protect systems and information infrastructure, including firewalls and data encryption programs. **E**

Resolves detected vulnerabilities to maintain a high security standard. **E**

Monitor hardware, software, network traffic, and security systems and identity, troubleshoot, diagnose, resolve, and report security vulnerabilities and incidents. **E**

Manages various cybersecurity systems and provides guidance to technology staff for the integration of new systems. **E**

Reviews and analyzes system logs, SIEM tools, and network traffic for unusual or suspicious activity, and makes recommendations to restore secure operations. **E**

Reviews, tests, and recommends new security software, tools and/or technologies to determine applicability to SCUSD operations. **E**

Manages maintenance agreements, support contracts and software licensing regarding cybersecurity. **E**

Perform audits, periodic inspections, and penetration testing of district information systems to ensure security measures are functioning and effectively utilized. Work with outside consultants as appropriate on independent security audits. **E**

Develop and maintain incident response plan, and provides post-incident analysis. **E**

Monitor information security trends relevant to SCUSD, keeping management informed about information security-related issues and activities affecting the district. Identifies phishing and social engineering attacks targeting SCUSD and notifies staff of associated security risks; performs vulnerability scans on SCUSD and school district networks. **E**

Compiles and reports metrics and key performance indicators to senior management in all areas of responsibility. **E**

Designs, builds, documents, and implements a system security architecture and standard security operating procedures and protocols. **E**

Collaborates with the Network and Systems staff with the design, implementation, and management of the District's infrastructure and systems, encompassing virtual, physical, and cloud computing, storage, networks, and applications; ensuring secure, highly reliable delivery of services to meet district business requirements. **E**

Serve as Tier III escalation point for varied security, infrastructure and application problems; provide technical guidance to staff and others to resolve issues. **E**

Maintain up-to-date remains up-to-date on current cybersecurity best practices and policies; may work with local, state, and federal agencies related to security incidents technical knowledge by attending educational workshops and trainings, review professional publications, establish personal networks, and participate in professional associations. **E**

Performs related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination of education, training of 5 years or more of progressively responsible experience involving all levels of LAN and WAN networking, systems administration, and application support. Of the 5 years, a minimum of two years of experience is required in a cybersecurity related field.

Experience may include with a broad range of computer hardware and software, which includes the installation, maintenance, and enhancement of network hardware and software on WANs and LANs. Experience in planning and supporting network and computer infrastructure. Experience managing a network, including firewalls, switches, storage device management, backup and recovery systems, network management tools, and various network protocols.

Any combination equivalent to: bachelor's degree with an emphasis on cyber security, information systems, network management, or computer science (computer operation, information systems, or network operations), and two years general technical experience in installing and maintaining computer networks to include network management.

LICENSES AND OTHER REQUIREMENTS:

Must be available for mandatory overtime during critical times. Alternative work schedules and/or telecommuting may be mandatory to prevent end-user interference.

Hold a valid California driver's license and provide proof of insurance.

Desired industry certifications and knowledge:

- **Certifications:** Certified Information Systems Security Professional (CISSP), Certified Information Systems Auditor (CISA), CompTIA Security+, Certified Ethical Hacker (CEH), CompTIA Advanced Security Practitioner (CASP+), GIAC Security Essentials Certification (GSEC)
- **Networking:** Switches, Routers, Servers, Firewalls, LAN, WAN, TCP/IP, Domain Name System (DNS), Active Directory, Wi-Fi, RADIUS, etc.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Technical expertise on LAN, WAN, network operating systems, network cabling topologies, and industry standards and practices
- Cybersecurity laws, regulations, policies, procedures, and standards
- Cybersecurity methodologies and technologies
- Network security and access control systems such as firewalls, endpoint protection systems (antivirus)
- Knowledge and ability to support authentication methods
- Chromebook, Apple, Windows, and windows Server operating systems Firewall, router and switch configuration
- Data systems back-up

ABILITY TO:

- Conduct daily cybersecurity operations and services.
- Install, configure, and maintain firewalls and other cybersecurity systems.
- Perform vulnerability scans, configuration audits and security monitoring.
- Investigate suspicious network and user activity; maintain high level of attention to detail; make cybersecurity-related recommendations.
- Learn new hardware and software systems and adapt to changes in technology
- Perform the basic function of the position.

Cybersecurity Specialist - continued

- Develop network procedures and documentation that others can execute.
- Perform troubleshooting analysis of network infrastructure, servers, workstations, and associated systems.
- Make technical trade-off decisions that consider logistical and operational factors with cost factors and standardization efforts.
- Function in a team environment to balance technical factors with other organizational factors. Coordinate with other technical personnel to arrive at optimum solutions.
- Use commonly available office automation tools.
- Be available for mandatory overtime during critical times.
- Work in a manner and at a time so as not to interfere with customer productivity.
- Alternative work schedules and/or telecommuting may be mandatory to prevent end-user interference.
- Lift, move, re-position, and connect light to moderately heavy network and workstation equipment components according to safety regulations.
- Effectively work with program managers and site personnel. Maintain confidentiality of information
- Meet state and district standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Office and school site environment; drive a vehicle to conduct work; constant interruptions.

SAMPLE PHYSICAL ABILITIES:

Sit for extended periods of time; walk and stand to identify and diagnose networking issues; dexterity of hands and fingers to operate a computer keyboard; reaching overhead, above the shoulders, and horizontally; bend at the waist or crouch to troubleshoot and connect cables; hear and speak to exchange information in person or on the telephone; see to read various documents related to assigned activities; lift, move, re-position, and connect light to moderately heavy network and workstation equipment components; physical, mental and emotional stamina to endure long hours under sometimes stressful conditions.

SAMPLE HAZARDS:

Occasional contact with dissatisfied or abusive individuals; exposure to dust when equipment is installed or moved.

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description**

TITLE:	Assistant Superintendent, Human Resources	CLASSIFICATION:	Non-Represented Management, Classified
SERIES:	Assistant Superintendent	FLSA:	Exempt
JOB CLASS CODE:	9884	WORK YEAR:	12 Months
DEPARTMENT:	Human Resources	SALARY:	Range 24 Salary Schedule A
REPORTS TO:	Chief Human Resources Officer	HR REVISION:	10-19-2023
		CABINET APPROVAL:	07-30-13

BASIC FUNCTION:

Provide leadership and expertise in human capital management and Human Resources throughout the District to meet the needs of Sacramento City Unified School District students; support and develop workforce excellence in all positions with a targeted focus on those who provide direct educational services to students; lead performance management initiatives and support including recognition and reward structures, non-renewals, discipline, and improvement plans for underperforming employees; develop and maintain Human Resources policies and procedures; develop and maintain employee compensation policies and procedures; ensure resolution of investigations, Equal Employment Opportunity Commission (EEOC), labor, and employment issues; develop new programs and initiatives that support goals for finding, developing, and retaining great talent in all positions; provide leadership and direction in human capital management with the Chief Human Resources Officer, Superintendent's Cabinet, Executive Staff, and SCUSD administration.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Provide leadership and expertise to District administrators and staff to facilitate development and administration of Human Resources plans and programs which further the District's Strategic Plan for student achievement and goals; provide leadership for implementation and monitoring of Human Resource Services; develop and implement ongoing audits of the effectiveness of Human Resources programs and services, and modify programs and services accordingly. **E**

Provide support to the District's labor and staff relations; coordinate staff and Department activities; coordinate and disseminate Human Resources information; assist in resolving disputes and grievances in accordance with District policies/procedures, union contracts, and past practices. **E**

Lead and provide expertise in support of the District's recruitment, selection, placement, and appraisal of staff; promote diversification in recruitment to obtain diversity within the organization; provide leadership and training in Human Resources management; coordinate collaborative staffing processes, including substitute services; coordinate and disseminate related information. **E**

Lead and provide expertise in performance management systems; coordinate collaborative data gathering, administration, and reporting; investigate and recommend alternative reward/recognition systems to encourage high performance, including evaluation systems; coordinate activities related to position classification and compensation, position description development, salary schedules, and classification and compensation surveys/studies for the District to maintain competitive wage and salary systems; coordinate and disseminate performance program information and other required reports. **E**

Ensure ongoing communication with Principals, central office staff, legal staff, labor leaders, other District staff, and the community to strengthen the effectiveness of staff relations, employment services, and reward/recognition system. **E**

Visit school sites and District offices on a regular basis to observe Human Resources practices, school culture and climate, and student/staff administration/community interpersonal relationships. **E**

Make recommendations on human capital initiatives, Human Resources impact on the District's Strategic Plan; provide policy formulation for and contributes input to the Strategic Plan; provide for the preparation of reports and interpretations of Human Resources-related data for District staff, the public, and management decision-making; advise the Chief Human Resources Officer, Superintendent, and Board of Education on District Human Resources activities and issues; prepare reports as needed to assist the Chief Human Resources Officer, Superintendent, and Board of Education in decision-making. **E**

Provide interpretations of legislation, laws, regulations, policies, and procedures related to employment, classification and compensation, labor, employment records, investigations, and finalization of allegations and complaints; advise District management and staff on employment and education discrimination, harassment, Section 504, and Title IX activities and issues; act as a key spokesperson for Human Resource matters. **E**

Oversee the coordination of the District's discrimination, harassment, employee ADA accommodation, and misconduct investigatory processes; ensure resolution of allegations and complaints are timely; ensure disciplinary actions are implemented in a fair and consistent manner; ensure compliance for background checks and outcome of background checks in accordance with legal mandates. **E**

Conduct research on current trends in Human Resources; provide ongoing training to enhance the professional skills of assigned staff; acquire, maintain, and provide current state-of-the-art status in methods and techniques; coordinate with local, state, and national alliances, institutions, or agencies. **E**

Develop and maintain ongoing professional development training programs for District administrators and staff to ensure the maximum effectiveness of employees, including leadership training, supervisory training, labor contract interpretation and application, and new employee training in collaboration with the Academic Office; develop a professional development plan for ongoing training in areas impacting employees within Human Resources and a District orientation program for new employees in collaboration with the Academic Office. **E**

Coordinate parent, business, staff, and community involvement in the planning, implementation, and evaluation of the District's Human Resource Services; recruit members for, serve on, and supervise the organization of committees; serve as a liaison with community and business programs that impact Human Resources; communicate program innovations to administrators, staff, labor organizations, and the general community. **E**

Represent the District's Human Resources functions in meetings with governmental, legislative, business, community, and labor union representatives; serve on committees, task forces, councils, school-based site councils, and ad hoc groups, as necessary, to coordinate Human Resources functions; maintain updated information on current trends, laws, and regulations. **E**

Collaboratively establish departmental goals and objectives which are consistent with District policies; make presentations to the Board of Education; provide consultative services on departmental matters; convene District administrators and staff to discuss District-wide Human Resources issues; actively promote and encourage a customer-friendly environment within Human Resources to provide customer service to internal and external clients. **E**

Ensure the development, implementation, and maintenance of departmental information systems; ensure that necessary reports are prepared, including reports for state and federal compliance purposes; monitor and assist with monitoring compliance issues; maintain currency on rules, regulations, District policies, and other requirements for compliance; ensure records are maintained in accordance with legal mandates. **E**

Develop assigned departmental budgets, and ensure expenditures of approved budget in conformance with District fiscal procedures. **E**

Supervise, evaluate, and hold accountable the performance and professionalism of assigned staff; interview and select employees, and recommend transfers, reassignments, terminations, and disciplinary actions; plan, coordinate, and arrange for appropriate training of assigned staff. **E**

Assist the Chief Human Resources Officer and Cabinet in the selection and appraisal of administrative staff, and provide advice regarding administrative assignments and reassignments.

Perform related duties consistent with the scope and intent of the position.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: Master's degree in Human Resources, business or public administration, or a closely-related field, and seven years of increasingly responsible management-level experience, which includes substantial experience in Human Resources, labor relations, and school district administration, preferably in a large, complex public agency. Human Resources Certification in either Association of California School Administrators (ACSA) or the Society for Human Resources Management (SHRM) desirable.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance; Administrative Services Credential preferred. Must be willing to attend evening/weekend meetings or activities.

KNOWLEDGE, SKILLS, AND ABILITIES:

KNOWLEDGE OF:

- Theories, techniques, and methodologies of Human Resources management and administration, including labor relations, recruitment and selection, training methodologies, and reward systems.
- Current trends and related laws and regulations in educational reform, management, and Human Resources.
- Collaborative problem-solving methods.
- Principles, practices, and trends of public personnel administration.
- Functions of personnel, contract interpretation, investigation, evaluation, supervision, and discipline.
- Administrative and collective bargaining practices and techniques.
- Compensation practices, and personnel procedures and practices.
- Grievance procedures including arbitration.
- Interview and selection techniques and methods.
- Credentialing laws.
- Legal procedures, terminology, and negotiation processes.
- Report writing and presentation.
- Budget preparation and control.
- School district organization, operations, and objectives.
- Applicable laws, codes, regulations, policies, and procedures.
- Diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds.
- Effective oral and written communication skills.
- Interpersonal skills using tact, patience, and courtesy.
- Effective management principles, practices, and supervision techniques.
- Evaluation approaches, strategies, and techniques.
- Operation of a computer and related software.

ABILITY TO:

- Provide leadership and expertise in human capital management and Human Resources.
- Develop innovative Human Resource programs, including training programs.
- Effectively represent the District before the public.
- Take individual initiative, accept responsibility, and be held accountable.
- Serve as the District's chief negotiator for all bargaining units.

- Provide leadership to negotiating teams.
- Develop and present negotiating strategies.
- Administer the District's grievance procedures.
- Work across cultures and communities.
- Evaluate and assess the effectiveness of teams, programs, and individuals.
- Work independently, coordinate multiple activities simultaneously, and work flexible hours.
- Prepare and deliver effective presentations to diverse audiences.
- Communicate effectively, both orally and in writing.
- Establish and maintain effective working relationships with District staff and administrators, students, parents or guardians, labor organizations, outside agencies, and the public, in a multicultural community.
- Exercise effective decision-making and problem-solving.
- Read, interpret, apply, and explain rules, regulations, policies, contracts, and procedures.
- Analyze situations accurately, and adopt a legally sound, effective course of action.
- Plan and organize work to meet schedules and timelines.
- Prepare comprehensive narrative and statistical reports.
- Supervise and evaluate the performance of assigned staff.
- Operate a computer and related software.
- Meet state and district standards of professional conduct as outlined in Board Policy.

WORKING RESPONSIBILITIES

Required to manage the services and systems of the department to maintain focus on customer service and work product quality; provide the flexibility, enthusiasm, and adaptability necessary for the effective leadership of the staff of a multi-service department in a dynamic organization; ability to exercise effective decision-making and problem-solving; foster and maintain effective communication and working relationships with the District's employee union representatives; align the department's operation with the District's mission to provide quality education to its students; participate as a member of the District's Superintendent's Cabinet and Executive Staff; respond to shifting tasks and priorities of the school district; attend evening/weekend meetings or activities; represent the District on potentially sensitive or controversial matters; facilitate group discussion, communication, and problem solving; communicate clearly with diverse audiences and stakeholders; exercise excellent listening skills.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Office environment; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time; bend at the waist, reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects.

HEALTH BENEFITS: District pays a portion of the employee's health benefits through district-offered plans.

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description**

TITLE:	Chief Human Resources Officer and Lead Negotiator	CLASSIFICATION:	Non-Represented Management – Superintendent's Cabinet
SERIES:	Chief Officer	FLSA:	Exempt
JOB CLASS CODE:	9894	WORK YEAR:	12 Months
DEPARTMENT:	Human Resource Services	SALARY:	Range 37 Salary Schedule A-C
REPORTS TO:	Superintendent	BOARD APPROVAL:	TBD, 02-18-10
		CABINET REVISION:	02-11-15

BASIC FUNCTION:

Provide leadership and expertise in human capital management and human resources throughout the district to meet the needs of Sacramento City Unified School District students; support and develop workforce excellence in all positions with a targeted focus on those who provide direct educational services to students; lead performance management initiatives and support including recognition and reward structures, non-renewals, discipline, and improvement plans for underperforming employees; develop and maintain human resources policies and procedures; ensure resolution of investigations, Equal Employment Opportunity Commission (EEOC), labor, and employment issues; develop new programs and initiatives that support goals for finding, developing, and retaining great talent in all positions; provide leadership and direction in human capital management with the Superintendent's Cabinet, Executive Staff, and SCUSD administration.

Under the direction of the Superintendent, coordinates all the labor relations and collective bargaining for the certificated, classified, and non-represented units. Responsible for negotiating and interpreting collective bargaining agreements and administers negotiated memoranda of understanding. Act as the district's representative in meeting and negotiating with all exclusive representatives; recommend and direct the district's employee/labor relations policies and procedures. Collaborates with Sacramento City Unified Board Members and district staff to implement and manage agreements to improve and align labor relations with the Sacramento City Unified School District Schools (SCUSD) core values, mission, and vision.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Provide leadership and expertise to district administrators and staff to facilitate development and administration of human resources plans and programs which further the district's Strategic Plan for student achievement and goals; provide leadership for implementation and monitoring of Human Resource Services; develop and implement ongoing audits of the effectiveness of human resources programs and services, and modify programs and services accordingly. **E**

Coordinate and provide expertise in support of the district's labor and staff relations; coordinate collaborative staff and labor relations activities; coordinate and disseminate labor relations information; may assist in resolving disputes and grievances in accordance with district policies/procedures, union contracts, and past practices. **E**

Lead and provide expertise in support of the district's recruitment, selection, placement, and appraisal of staff; promote diversification in recruitment to obtain diversity within the organization; provide leadership and training in

human resources management; coordinate collaborative staffing processes, including substitute services; coordinate and disseminate related information. **E**

Lead and provide expertise in compensation and performance management systems; coordinate collaborative data gathering, administration, and reporting; investigate and recommend alternative reward/recognition systems to encourage high performance, including evaluation systems; coordinate activities related to position classification and compensation, position description development, salary schedules, and classification and compensation surveys/studies for the district to maintain competitive wage and salary systems; coordinate and disseminate performance program information and other required reports. **E**

Ensure ongoing communication with Principals, central office staff, legal staff, labor leaders, other district staff, and the community to strengthen the effectiveness of labor and staff relations, employment services, and reward/recognition system. **E**

Visit school sites and district offices on a regular basis to observe human relations practices, school culture and climate, and student/staff administration/community interpersonal relationships. **E**

Make recommendations on human capital initiatives and human-resources impact on the district's Strategic Plan; provide policy formulation for and contributes input to the Strategic Plan; provide for the preparation of reports and interpretations of human resources-related data for district staff, the public, and management decision-making; advise the Superintendent and Board of Education on district human resources activities and issues; prepare reports as needed to assist the Superintendent and Board of Education in decision-making. **E**

Provide interpretations of legislation, laws, regulations, policies, and procedures related to employment, classification and compensation, labor, employment records, investigations, and finalization of allegations and complaints; advise district management and staff on employment and education discrimination, harassment, Section 504, and Title IX activities and issues; act as a key spokesperson for human resources matters. **E**

Oversee the coordination of the district's discrimination, harassment, employee ADA accommodation, and misconduct investigatory processes; ensure resolution of allegations and complaints are timely; ensure disciplinary actions are implemented in a fair and consistent manner; ensure compliance for background checks and outcome of background checks in accordance with legal mandates. **E**

Conduct research on current trends in human resources; provide ongoing training to enhance the professional skills of assigned staff; acquire, maintain, and provide current state-of-the-art status in methods and techniques; coordinate with local, state, and national alliances, institutions, or agencies. **E**

Develop and maintain ongoing professional development training programs for district administrators and staff to ensure the maximum effectiveness of employees, including leadership training, supervisory training, labor contract interpretation and application, and new employee training in collaboration with Instructional Services; develop a professional development plan for ongoing training in areas impacting employees within Human Resources and a district orientation program for new employees in collaboration with Instructional Services. **E**

Coordinate parent, business, staff, and community involvement in the planning, implementation, and evaluation of the district's Human Resource Services; recruit members for, serve on, and supervise the organization of committees; serve as a liaison with community and business programs that impact human resources; communicate program innovations to administrators, staff, labor organizations, and the general community. **E**

Represent the district's human resources functions in meetings with governmental, legislative, business, community, and labor union representatives; serve on committees, task forces, councils, school-based site councils, and ad hoc groups, as necessary, to coordinate human resources functions; maintain updated information on current trends, laws, and regulations. **E**

Collaboratively establish departmental goals and objectives which are consistent with district policies; make presentations to the Board of Education; provide consultative services on departmental matters; convene district administrators and staff to discuss district-wide human resources issues; actively promote and encourage a customer-friendly environment within Human Resources to provide customer service to internal and external clients. **E**

Serve/ Represent:

Serve as a Lead Negotiator and represent the Board of Education, the Superintendent, and district management in their relationships with exclusive representatives; provide guidance in matters relating to labor relations. **E**

Serve as lead District strategist and chief negotiator on labor/bargaining unit agreements/contracts. **E**

Work with General Counsel to represent the Superintendent in relationships with exclusive bargaining units and employee organizations

Work with General Counsel to represent the District before the Public Employment Relations Board and the State and Federal courts on confidential matters. **E**

Represent the Superintendent in relationships with exclusive bargaining units and employee organizations and provide guidance to all District administrative staff members in matters relating to labor relations.

Represent the District in mediation, arbitration hearings (i.e. – grievance, PERB) based on negotiated contracts, settlements meetings, and student/family related alternative dispute resolution proceedings; making recommendations to General Counsel and Governing Authority on alternative dispute resolution settlement issues. **E**

Responsibility/Oversee/Direct/Provide:

Oversees Confer and Consult responsibilities for non-represented employees. **E**

Directs and monitors a program of performance evaluation for all employees; provides staff development to management team regarding scaling, supervision, evaluation and personnel management. **E**

Directs the implementation of layoffs for personnel when necessary; represents the District at PERB and other hearings regarding employee discipline, termination and/or layoff procedures. **E**

Directs and approves the release of employee and/or employment information to bargaining unit representatives. **E**

Provides technical expertise and recommends information regarding union relations and direct employee/labor relations policies and procedures, contract interpretation, investigation best practices, and participates in the formulation of policies, procedures and programs; advises on trends or challenges and recommends appropriate courses of action. **E**

Directs or conducts varied analytical studies, including but not limited to, cost benefits analyses and evaluation of bargaining strategies, objectives, and methods. **E**

Leads and fosters interest-based labor management and bargaining philosophy and actions consistent with a continuous improvement and learning model. **E**

Administer the district's grievance procedures for all employees; serve as the district grievance officer; and maintain records of grievance proceedings. **E**

Develop and implement in-service training in employee/labor relations and grievance procedures. **E**

Provide an information service to all management and employees about administration of contracts; meet with the Board of Education and management as required to carry out the negotiations function. **E**

Develop and prepare district proposals and counter-proposals with appropriate input from district board, legal counsel, Associate Superintendent, and management personnel. **E**

Accountable for labor and employment litigation before state and federal courts and administrative agencies. **E**

Build/Develop//Prepare/ Coordinate/Maintain:

Provide summary of proposed agreements to the public prior to the Board entering into tentative agreements with bargaining units. **E**

Processes and coordinates all formal employee disciplinary actions in accordance with Education Code requirements, Board policy and District collective bargaining agreements. **E**

Prepares Board agenda items; presents reports and provides technical counsel to the Board as requested by the Superintendent; reviews and presents Board items affecting personnel services; updates the Board in closed sessions regarding personnel matters. **E**

Plans and presents ongoing training for the District's management employees in areas such as Interest-Based Problem Solving, grievances, performance appraisal, documentation, employment contract management, and due process. **E**

Coordinate management responsibility for consultation with exclusive representatives, and serve as a liaison with employee organizations that have no exclusive representation. **E**

Build consensus trust and buy-in with key internal parties by understanding their issues, and actively taking corrective action with tools, policies, and practices that support the labor strategy as needed. **E**

Prepare extensive, frequent, detailed, and accurate bargaining unit reports; and assemble confidential and sensitive information related to labor relations and negotiations. Prepare public updates on collective bargaining. **E**

Advisement/Collaborate:

Advisement and representation of the District in labor, public/government relations and employment matters under collective bargaining agreements including arbitrations, mediations, contract negotiations, review of professional service contracts and other agreements. **E**

Work closely with exclusive representatives, and promote non-adversarial bargaining. **E**

Provide guidance to the Superintendent and other management personnel in matters relating to employer/employee relations, and recommend identification of management, bargaining unit, salary range of non-represented positions. **E**

In conjunction with the Risk Management Department, plans, implements, and administers the District's workers' compensation program; insures District compliance with state OSHA regulations and other federal, state and local laws; serves as district compliance officer for the uniform complaints procedure. **E**

In conjunction with the Assistant Superintendent of Business Services, plans and implements the employee benefits program, medical verifications, planning and budgeting; communicates with administrators, personnel, service providers, public agencies, attorneys, insurance companies, and other outside organizations to coordinate activities, resolve issues and conflicts and exchange information. **E**

In conjunction with Communications Department, collaborates in developing public news releases regarding collective bargaining implementation of agreements. **E**

Assist in the final preparation of policy and regulations agreed upon in negotiations. **E**

Communicate and collaborate with other administrators, district personnel, outside organizations, and exclusive representatives to coordinate activities and programs, resolve issues and conflicts, and exchange information; model district standards of ethics and professionalism. **E**

Assist with the preparation of the annual budget; analyze and review budgetary and financial data; monitor and authorize expenditures in accordance with established guidelines. **E**

Attend/Meet:

Meet and negotiate with exclusive representatives and maintain records of all negotiations sessions; work collaboratively with the Superintendent to develop and recommend objectives and negotiation strategies for the district's overall bargaining process. **E**

Makes visits to schools and community activities on an unvarying basis.

Ensure the development, implementation, and maintenance of departmental information systems; ensure that necessary reports are prepared, including reports for state and federal compliance purposes; monitor and assist with monitoring compliance issues; maintain currency on rules, regulations, district policies, and other requirements for compliance; ensure records are maintained in accordance with legal mandates. **E**

Develop assigned departmental budgets, and ensure expenditures of approved budget in conformance with district fiscal procedures. **E**

Supervise, evaluate, and hold accountable the performance and professionalism of assigned staff; interview and select employees, and recommend transfers, reassignments, terminations, and disciplinary actions; plan, coordinate, and arrange for appropriate training of assigned staff. **E**

Assist the Superintendent in the selection and appraisal of administrative staff, and provide advice regarding administrative assignments and reassignments.

Perform related duties consistent with the scope and intent of the position.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: Master's degree in human resources, business or public administration, or a closely-related field, and seven years of increasingly responsible management-level experience, which includes substantial experience in human resources, labor relations, and school district administration, preferably in a large, complex public agency. Human Resources Certification in either Association of California School Administrators (ACSA) or the Society for Human Resources Management (SHRM) desirable.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance; Administrative Services Credential preferred. Must be willing to attend evening/weekend meetings or activities.

KNOWLEDGE, SKILLS, AND ABILITIES:

KNOWLEDGE OF:

- Theories, techniques, and methodologies of human resources management and administration, including labor relations, recruitment and selection, training methodologies, and reward systems.
- Current trends and related laws and regulations in educational reform, management, and human resources.
- Negotiations, personnel administration, and effective human relations techniques.
- Federal, State, and district laws, rules, and regulations pertaining to employer-employee relations.
- Current District collective bargaining agreements.
- Bargaining unit agreements, labor relations, and negotiations.
- Collaborative problem-solving methods.
- Principles, practices, and trends of public personnel administration.

- Functions of personnel, contract interpretation, investigation, evaluation, supervision, and discipline.
- Administrative and collective bargaining practices and techniques.
- Compensation practices, and personnel procedures and practices.
- Grievance procedures including arbitration.
- Legislation concerning employer-employee relations, and represent the district as an advocate before the legislature in such matters.
- Interview and selection techniques and methods.
- Credentialing laws.
- Legal procedures, terminology, and negotiation processes.
- Report writing and presentation.
- Budget preparation and control.
- School district policies and regulations.
- School district organization, operations, and objectives.
- Applicable laws, codes, regulations, policies, and procedures.
- Diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds.
- Interpersonal skills using tact, patience, and courtesy.
- Effective management principles, practices, and supervision techniques.
- Evaluation approaches, strategies, and techniques.
- Operation of a computer and related software.

ABILITY TO:

- Provide leadership and expertise in human capital management and human resources.
- Develop innovative human resource programs, including training programs.
- Effectively represent the district before the public.
- Take individual initiative, accept responsibility, and be held accountable.
- Serve as the district's chief negotiator for all bargaining units.
- Provide leadership to negotiating teams.
- Develop and present negotiating strategies.
- Administer the district's grievance procedures.
- Conduct unbiased investigations.
- Prepare pleadings and briefs.
- Conduct legal research.
- Develop clear and unambiguous contract language.
- Work with grievance procedures including arbitration.
- Negotiate with a variety of employee organizations.
- Prepare summaries and reports to identify potential challenges, collect, analyze, and present complex data, evaluate alternative solutions and prepare sound recommendations based on data.
- High level of independence and judgment and the ability to anticipate, modify or adapt systems or programs in order to meet ongoing instructional, technological, and legal changes.
- Sequence and integrate multiple projects and programs, as well as develop both short and long term goals and metrics for analysis of results
- Leadership skills in facilitating group processes, including consensus building, and conflict resolution.
- Develop and strategically implement specific, detailed, and tangible plans.
- Work effectively with racially, ethnically, and linguistically diverse staff, students, and community to bring groups together toward common goals.
- Identify, develop, and deploy resources across multiple initiatives.
- Demonstrates cultural competence and a deep understanding of issues facing diverse groups with empathy.
- Build consensus, resolve conflict, and exhibits tact and willingness to have difficult conversations.
- Skillfully navigate existing political structures/systems.
- Clear and persuasive oral and written communication skills, problem-solving, and interpersonal skills using tact, patience, and courtesy.

- Aptness to recognize political and priority implications throughout the negotiation process.
- Proficiency to listen and accept feedback constructively.
- Possess high emotional intelligence skills.
- Demonstrates understanding of change management strategies.
- Lead in a fast-paced, demanding, and constantly changing environment.
- Work across cultures and communities.
- Evaluate and assess the effectiveness of teams, programs, and individuals.
- Work independently, coordinate multiple activities simultaneously, and work flexible hours.
- Prepare and deliver effective presentations to diverse audiences.
- Communicate effectively, both orally and in writing.
- Establish and maintain effective working relationships with district staff and administrators, students, parents or guardians, labor organizations, outside agencies, and the public, in a multicultural community.
- Exercise effective decision-making and problem-solving.
- Read, interpret, apply, and explain rules, regulations, policies, contracts, and procedures.
- Analyze situations accurately, and adopt a legally sound, effective course of action.
- Plan and organize work to meet schedules and timelines.
- Prepare comprehensive narrative and statistical reports.
- Supervise and evaluate the performance of assigned staff.
- Operate a computer and related software.
- Meet state and district standards of professional conduct as outlined in Board Policy.

WORKING RESPONSIBILITIES

Required to manage the services and systems of the department to maintain focus on customer service and work product quality; provide the flexibility, enthusiasm, and adaptability necessary for the effective leadership of the staff of a multi-service department in a dynamic organization; ability to exercise effective decision-making and problem-solving; foster and maintain effective communication and working relationships with the district's employee union representatives; align the department's operation with the district's mission to provide quality education to its students; participate as a member of the district's Superintendent's Cabinet and Executive Staff; respond to shifting tasks and priorities of the school district; attend evening/weekend meetings or activities; represent the district on potentially sensitive or controversial matters; facilitate group discussion, communication, and problem solving; communicate clearly with diverse audiences and stakeholders; exercise excellent listening skills.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Office environment; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time; bend at the waist, reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects.

HEALTH BENEFITS: District pays a portion of the employee's health benefits through District-offered plans.

(Former Classification: Chief Human Resources Officer)

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Coordinator, Internal Auditor	CLASSIFICATION:	Non-Represented Management, Classified
SERIES:	Coordinator II	FLSA:	Exempt
POSITION CODE:	9887	WORK YEAR:	12 Months
DEPARTMENT:	Internal Audit	SALARY:	Range 11 Salary Schedule A
REPORTS TO:	Chief Business and Operations Officer/Superintendent	BOARD APPROVAL:	04-13-98
		BOARD REVISION:	08-21-00
		CABINET REVISION:	09-25-23

BASIC FUNCTION:

Perform broad examinations and evaluations of the adequacy and effectiveness of the district's system of internal controls; provide professional information and advice as appropriate; serve as liaison between the district and external auditors; manage district's annual independent audit.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Coordinate and perform complex, advanced-level auditing duties requiring independent judgment and analysis. **E**

Conduct audits for student body funds, attendance accounting, cafeteria cash collections, school activities, transportation fees, adult education fees, developer fees, travel claims, payroll, accounts payable, and others as determined appropriate. **E**

Make oral and written presentations to management, the Superintendent and the Board of Education regarding audit activities, policies and procedures; discussing deficiencies, render judgment; recommend corrective action to improve operations and efficiency, and provide for appropriate follow-up. **E**

Serve as liaison between the district and external auditors. **E**

Coordinate audits with federal, state, and county agencies and with the external auditing firm selected to perform the district's annual audit; meet with external auditors regarding pre-audit engagement, perform internal audits, may accompany auditors during field work, and respond to audit findings. **E**

Evaluate, examine, or prepare, a variety of accounting documents, records, procedures, purchase orders, and systems of internal control to determine compliance with existing laws, management policies, and procedures; identify potential areas of risk exposure. **E**

Assure district divisions and departments are performing accounting and control activities in compliance with management instructions, existing laws, and various business-related policies and procedures; provide results as appropriate. **E**

REPRESENTATIVE DUTIES: (continued)

Assist school personnel with accounting and reporting procedures, and develop manual and other training aids needed for operational functions. **E**

Monitor quality control of business-related activities. **E**

Conduct examinations to ascertain the reliability and integrity of information, compliance, the safeguarding of assets, the economical and efficient use of resources, and the accomplishments of established objectives and goals for operations of programs. **E**

Incorporate the Standards of the Institute of Internal Auditors to assure the integrity of the internal auditing process and safeguard the independence of the process. **E**

Assist in the development of accounting and auditing procedures, and consult with appropriate departments in developing new accounting programs; perform auditing feasibility checks on final products. **E**

Assist school personnel with accounting and reporting procedures, and develop manuals and other training aids needed for operational functions. **E**

Communicate with other administrators, district personnel, and contractors to coordinate activities and programs, resolve issues and conflicts, and exchange information. **E**

Prepare and store documents using standard office equipment and technology including computers, scanners, copiers, and electronic storage devices; operate a computer to output, update, extract/reformat data; and access a variety of records and information; generate reports, records, lists, and summaries from computer database. **E**

Prepare extensive, frequent, detailed, and accurate bargaining unit reports; assemble confidential and sensitive information related to labor relations and negotiations; assist management in the preparation of proposals for collective bargaining. **E**

Provide excellent customer service by establishing positive relationships with district personnel, representatives from external organizations and others; respond to phone calls, e-mails, letters, and other communications; lift light objects. **E**

Promote teamwork by sharing knowledge, cooperating with others, participating in meetings and work groups, and supporting the goals and objectives of the district and division. **E**

Operate a computer, accounting-related software, and a calculator. **E**

Perform related duties as assigned. **E**

TRAINING, EDUCATION AND EXPERIENCE:

Any combination equivalent to: bachelor's degree with emphasis in accounting or auditing, and six years increasingly responsible experience in accounting or auditing for a large agency.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance.

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

- School district program audits.
- Generally Accepted Accounting and Auditing Procedures, practices, and procedures.
- California School Accounting Manual.
- Technical aspects of field of specialty.
- Methods and practices of financial record-keeping.
- Risk assessment.
- State and federal compliance, specifically The State Audit Guide and Consolidated Program Monitoring.
- Financial statements, generally accepted accounting principles, generally accepted auditing standards, and control procedures.
- Applicable sections of the State Education Code, other laws, rules, and regulations related to assigned activities. District organization, operations, policies, and objectives.
- Bargaining unit reports, labor relations, and negotiations.
- Preparation, maintenance, verification, and processing of accounting records.
- Preparation of financial statements and comprehensive accounting reports.
- Technical aspects of field of specialty.
- Laws, rules, and regulations related to assigned activities.
- Operation of a computer, related software, and standard office equipment.
- Paperless electronic filing systems.
- Research methods, and report writing and recordkeeping techniques.
- Interpersonal skills using tact, patience, and courtesy.
- Health and safety regulations.

ABILITY TO:

- Perform the basic function of the position.
- Assure compliance with laws, regulations, and policy.
- Conduct test of program.
- Maintain accurate financial and statistical records.
- Prepare extensive, frequent, detailed, and accurate bargaining unit reports, and assemble confidential and sensitive information related to labor relations and negotiations.
- Research, analyze, compile, and verify financial records, documents, and data; prepare reports.
- Read, interpret, apply, and explain rules, regulations, policies, and procedures.
- Handle multiple tasks, work under pressure, and work with priorities/deadlines subject to frequent change.
- Exercise analytical and independent judgment.
- Analyze situations accurately, and adopt an effective course of action.
- Work confidentially with discretion, and complete work with many interruptions.
- Communicate effectively, both orally and in writing.
- Meet state and district standards of professional conduct as outlined in Board Policy.
- Perform broad examinations and evaluations of the adequacy and effectiveness of the district's system of internal controls.
- Provide professional information and advice as appropriate.
- Serve as liaison between the district and external auditors.
- Reconcile, balance, and audit assigned accounts.
- Maintain accurate financial and statistical records.
- Compare numbers and detect errors efficiently.
- Analyze situations accurately, and adopt an effective course of action.
- Work independently with little direction.
- Meet schedules and timelines.
- Plan and organize work.

- Make oral and written presentations.
- Establish and maintain cooperative and effective working relationships with others.
- Work in a team environment.
- Compose correspondence and written materials independently.
- Operate a computer, related software, and standard office equipment.
- Lift light objects according to safety regulations.

WORKING CONDITIONS:**SAMPLE ENVIRONMENT:**

Office and school site environment; drive a vehicle to conduct work; constant interruptions.

SAMPLE PHYSICAL ABILITIES:

Sit for extended periods of time; dexterity of hands and fingers to operate a computer keyboard; reach overhead, above the shoulders and horizontally, bend at the waist, and kneel or crouch to retrieve files from cabinets and shelves; hear and speak to exchange information, and make presentations; see to read financial and fiscal records and reports; lift light objects.

SAMPLE HAZARDS:

Contact with dissatisfied or abusive individuals.

NOTE: This job class has been designated “Confidential” by the Board of Education in accordance with the Rodda Act.

(Former: Auditor Analyst)

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description**

TITLE:	Coordinator, Visual and Performing Arts	CLASSIFICATION:	Certificated Management (UPE)
SERIES:	Coordinator III	FLSA:	Exempt
JOB CLASS CODE:	9874	WORK YEAR:	12 Months
DEPARTMENT:	Curriculum and Instruction	SALARY:	Range 47 Salary Schedule B7
REPORTS TO:	Director, Culture, Climate and SEL	CABINET APPROVAL:	7.18.2023
		HR REVISION:	4.20.2023

BASIC FUNCTION:

Facilitate the integration of visual and performing arts in the instructional program by providing professional learning, supporting instruction, and serving as a resource to increase student/staff knowledge and participation. Establish an environment which encourages creative and innovative integration of visual and performing arts.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Design, coordinate, and provide visual and performing arts professional learning opportunities to meet curriculum goals; focus on the effective teaching and learning of the visual and performing arts standards; and model effective integration of visual and performing arts in the classroom for teachers and students. **E**

Implement and monitor the Strategic District Arts Plan for fidelity, compliance, and equitability throughout the district. Periodically evaluate Strategic Arts Plan goals and strategies to ensure best practices. Evaluate the yearly success of District Arts Plan implementation and report to the superintendent or school board yearly, as directed. **E**

Collaborate with district arts leads to develop scope and sequence for all arts disciplines. Lead design of district VAPA curriculum. Work with school sites to standardize arts curriculum instruction across grade levels in accordance with the District Arts Plan **E**

Serve as lead to analyze, design, and implement district-level projects that may involve multiple systems and affect multiple departments (i.e. SEL, other core subjects, Expanded Learning, etc.); coordinate with other departments and end-users on project teams. **E**

Provide input in the development of District-wide and school level programs that enable teachers and students to integrate visual and performing arts into the instructional program. **E**

Assist teachers in the development of curriculum materials and lessons integrating visual and performing arts and the literacy standards for social science, science, and technical subjects. **E**

Research and develop integration of visual and performing arts that correlates to District standards. **E**

Communicate and collaborate with other administrators, District personnel, outside organizations, and vendors to coordinate activities and programs, resolve issues and conflicts, and exchange information; model District standards of ethics and professionalism. **E**

Create, manage, and periodically evaluate district contracts and MOU's with arts partner organizations. **E**

Act as liaison and facilitate communication other district departments as needed to create arts opportunities for students. **E**

Create and maintain a yearly calendar of district performances and galleries. **E**

Provide support to schools regarding the purchase of materials used to enhance student learning in the visual and performing arts. **E**

Develop and coordinate grant-writing proposals. **E**

Serve as a liaison between the District and county, state, and federal agencies. **E**

Remain current concerning trends in visual and performing arts by reading journals/papers, taking courses, and attending workshops. **E**

Purchase, manage/administrate, and evaluate technology tools for use/integration into VAPA classes and arts integration into elementary classrooms. Work with coordinators to ensure teacher support for any district VAPA technology purchases. **E**

Identify sites that are in high need of artist residencies to ensure equity throughout the district; Work with Arts partner organizations to design/create VAPA specific residencies and coordinate with sites and providers for delivery of residencies throughout the district. **E**

Observe/evaluate residencies/teaching artists to ensure adherence to district guidelines and VAPA standards. Report student outcomes yearly to superintendent or school board, as directed. **E**

Direct the preparation and maintenance of a variety of narrative and statistical reports, records, correspondence, and files related to assigned services, activities, and operations; operate a computer. **E**

Manage and coordinate arts data collection systems (i.e. Artlook) to create district-wide and school site data for curricular and extra-curricular visual and performing arts programs and partner organizations in order to ensure arts equity for students throughout the district. Use this to match schools with arts partnerships for maximum mutual benefit. Design arts survey, and modify yearly, to ensure that needed data is collected. **E**

Assist with the preparation of the annual departmental budget; analyze and review budgetary and financial data; and monitor and authorize expenditures in accordance with established guidelines. **E**

Ensure that restricted funding is spent following state/federal guidelines. Determine and report expenditures related to state funding as authorized by Proposition 28 to the superintendent or school board, as directed. **E**

Supervise, evaluate, and hold accountable the performance and professionalism of assigned staff; interview and select employees, and recommend transfers, reassignments, terminations, and disciplinary actions; and plan, coordinate and arrange for appropriate training of assigned staff. **E**

Lead and work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all members of diverse communities. **E**

Supervise and monitor the District music library, including district music librarian, to ensure timely vendor payment, equitable distribution of library materials and resources, and supplies. **E**

Coordinate district-wide performances and galleries (i.e. All-City Music/Art Festivals) to ensure maximum participation from district schools/teachers and equity for student participation throughout the district. Assist other departments as needed with district-wide events that have a focus on visual and performing arts (i.e. Wide Open Walls school mural projects, etc.) **E**

Collaborate with teacher induction coordinator to help provide experienced teaching mentors and appropriate professional development for new VAPA teachers in the district. **E**

Recommend vendors and advise Expanded Learning department and afterschool programs with a focus on the visual and performing arts. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Bachelor's degree, three years of teaching experience, and experience in visual and performing arts education, staff development, and training of adults, as well as experience implementing visual and performing arts programs.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance. Possession of a valid California Teaching Credential and Administrative Services Credential are required.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

California Standards and Framework for the Visual and Performing Arts
Methodologies for integrating visual and performing arts into the curriculum and for managing change on a proactive basis.
Effective practices in the integration of visual and performing arts and staff development.
Terminology used in visual and performing arts.
Adult learning theory.
Current trends in visual and performing arts.
Budget preparation and control.
Applicable laws, codes, regulations, policies, and procedures.
District organization, operations, and objectives.
Interpersonal skills using tact, patience, and courtesy.
Effective oral and written communication skills.
Principles and practices of management, supervision, and training.
Evaluation approaches, strategies, and techniques.
Operation of a computer and related software.

ABILITY TO:

Integrate visual and performing arts into the instructional program.
Revise and edit visual and performing arts courses of study as a result of committee input.
Provide instructional support in curriculum and staff development.
Implement the Strategic Plan for visual and performing arts in the curriculum.
Maintain current knowledge of visual and performing arts in the educational field.
Develop and conduct professional learning.
Establish and maintain effective working relationships with others.
Lead and work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all members of diverse communities.
Communicate effectively, both orally and in writing.
Read, interpret, apply and explain rules, regulations, policies, and procedures.
Analyze situations accurately, and adopt an effective course of action.
Plan, organize, and implement projects and grants; meet schedules and timelines.
Prepare comprehensive narrative and statistical reports.
Supervise and evaluate the performance of assigned staff.
Maintain confidentiality as appropriate.
Operate a computer, related software, and peripherals for productivity, including Internet, database, spreadsheets, multi-media presentations, interactive and graphics software.
Meet state and District standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT: Office and school environment; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time; bend at the waist, and reach overhead, above the shoulders, and horizontally to retrieve and store files; and lift light objects.

**SACRAMENTO CITY UNIFIED SCHOOL
DISTRICT
Position Description**

TITLE:	Coordinator, Youth Development	CLASSIFICATION:	Non-Represented Management, Classified
SERIES:	Coordinator III	FLSA:	Exempt
JOB CLASS CODE:	0104	WORK YEAR:	12 Months
DEPARTMENT:	Youth Development	SALARY:	13 Salary Schedule A
REPORTS TO:	Director, Youth Development	CABINET APPROVAL:	09-05-23
		HR REVISION	08-17-23
		BOARD APPROVAL:	05-15-00
		BOARD REVISION:	03-18-04 06-23-09

BASIC FUNCTION:

Plan, organize, and coordinate Youth Services Programs; provide assistance and support to schools and departments in the development, implementation, monitoring, and evaluation of Expanded Learning programs which include before, after, summer and programs during intersessions and character education programs and activities that create a safe, drug-free, tobacco-free, and alcohol-free environment for students.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Plan, organize, and coordinate Youth Services Programs; provide assistance and support to schools and departments in the development, implementation, monitoring, and evaluation of Expanded Learning programs which include before, after, summer and programs during intersessions and character education programs and activities that create a safe, drug-free, tobacco-free, and alcohol-free environment for students. **E**

Develop and coordinate strategic plans and grants for the various Youth Services Programs; assist with the development, coordination, and implementation of marketing campaigns. **E**

Coordinate hiring process for Youth Development Support Services; interview, reference checks, and review resume.

Assist with the development, implementation and management of the American Indian Education Program which serves students across SCUSD who identify as native/indigenous. **E**

Assist with the development, implementation and management of a youth employment program, which employing about SCUSD high school students' year around. **E**

Assist with the development, implementation and management of the college mentor program staff who work with high school students on FAFSA, college applications, scholarship applications. **E**

Develop, implement and manage professional development opportunities for Expanded Learning program staff. **E**

Assist the development of student leadership conferences. Assign staff as needed. **E**

Conduct high-level educational and statistical nationwide research regarding the creation and development of Expanded Learning Programs for elementary and secondary youth, which includes after school, before school and intersession; coordination of Youth Services grant writing. **E**

Coordinate the implementation and focus of the various Youth Services Programs; to provide accurate information about drugs and alcohol, teach students the necessary decision-making skills, show students how to resist negative peer pressure, suggest healthy alternatives to drug use, build confidence and self-esteem, and nurture students at their particular developmental level at an age when lifelong character traits are still being formed. **E**

Assist with making presentations to district staff, community members, parents, and outside agencies regarding the role and accomplishments of the district's Youth Services Programs. **E**

Assist with the development, coordination, and implementation of the budget, financing, and fundraising for various Youth Services Programs; analyze and review budgetary and financial data; monitor and authorize expenditures in accordance with established guidelines. **E**

Assist with the integration, coordination, and alignment of Youth Services Programs with traditional school day curriculum. **E**

Direct the preparation and maintenance of a variety of narrative and statistical reports, records, correspondence, and files related to assigned services, activities, and operations; operate a computer. **E**

Maintain strategic and effective liaisons with parents, community members, government agencies, vendors, and district staff regarding Youth Services Programs and eligibility requirements. **E**

Communicate and collaborate with other administrators, district personnel, and outside organizations to coordinate activities and programs, resolve issues and conflicts, and exchange information; model district standards of ethics and professionalism. **E**

Supervise, evaluate, and hold accountable the performance and professionalism of assigned staff; interview and select employees, and recommend transfers, reassignments, terminations, and disciplinary actions; plan, coordinate, and arrange for appropriate training of assigned staff. **E**

Prepare extensive, frequent, detailed, and accurate reports; and assemble confidential and sensitive information. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: bachelor's degree, and five years increasingly responsible experience in Youth Services Program development, community service, or recreational programming.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile for work-related travel and proof of insurance.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Planning, organization, and coordination of Youth, After School, Character Education, and Drug, Tobacco, and Alcohol Programs.

Policies, objectives, and terminology of Youth Services Programs.

Grant writing, fundraising, budget preparation and control.

Budget preparation and control.

Applicable laws, codes, regulations, policies, and procedures.

District organization, operations, policies, and procedures

Familiarity with Human Resources policies and procedures.

Interpersonal skills using tact, patience, and courtesy.

Effective oral and written communication skills.

Principles and practices of management, supervision, and training.

Evaluation approaches, strategies, and techniques.
Operation of a computer and related software.

ABILITY TO:

Plan, organize, and coordinate Youth Services Programs.
Provide assistance and support to schools and departments in the development, implementation, monitoring, and evaluation of extended day, extended year, and character education programs and activities that create a safe, drug-free, tobacco-free, and alcohol-free environment for students.
Allocate funds to sites and departments.
Communicate options, limitations of funding, and program development.
Establish and maintain effective working relationships with staff, parents, and public.
Communicate effectively, both orally and in writing.
Interpret, apply, and explain rules, regulations, policies, and procedures.
Analyze situations accurately, and adopt an effective course of action.
Meet schedules and timelines.
Evaluate and organize work according to specific deliverables.
Prepare comprehensive narrative and statistical reports.
Supervise and evaluate the performance of assigned staff.
Operate a computer and related software.
Meet state and district standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Office environment; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone. Dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time, bend at the waist, and reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects. Physical demonstration of recreational protocols and activities.

(Former Classification: Coordinator I, Youth Services and Coordinator II, Youth Services)

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description**

TITLE:	Director, Capital Projects, Facilities, and Resource Management	CLASSIFICATION:	Non-Represented Management/Classified
SERIES:	Director II	FLSA:	Exempt
JOB CLASS CODE:	9886	WORK YEAR:	12 Months
DEPARTMENT:	Facilities Support Services	SALARY:	Range 17 Salary Schedule A
REPORTS TO:	Assistant Superintendent, Facilities Support Services	CABINET APPROVAL:	01-27-2020 09-25-2023

BASIC FUNCTION:

Under the direction of the Assistant Superintendent of Facilities Support Services, responsible for planning, developing, organizing, controlling, maintaining, and directing functions related to facilities, resource management and sustainability efforts, and related services of the District; supervise and evaluate the performance of assigned staff.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Plan, organize, control, and direct a variety of programs, projects, and activities related to facilities, resource management and sustainability efforts to provide a safe and appropriate environment for students and staff. **E**

Provide technical expertise, information, and assistance to assigned supervisor regarding assigned functions, unusual trends, or problems, and recommend appropriate corrective action; formulate and develop policies and procedures to comply with state, county, and city laws and regulations. **E**

Develop marketing strategies for leasing and disposal of District surplus properties; assist in the coordination, negotiation, implementation, and supervision of the sale, disposal, trade, acquisition, or lease of District sites and facilities. **E**

Provide technical expertise, information, and assistance related to facility and energy conservation grants and bond projects. **E**

Develop and update the planning database for schools and District facilities to include student enrollments, construction rates, student yield factors, address grid systems, building data, District maps, and school boundaries. **E**

Develop and update the short and long range Master and Budgetary Plans for new and existing school sites and District facilities; monitor Facilities Master Plan and long range facility planning based on accepted growth projections. **E**

Coordinate the preparation and submission of applications and plans for state funds and grants, city funds, county funds, impact fees, developer fees, bond funds, and other local funding sources. **E**

Develop strategies and projects to maximize state facilities funding opportunities for the District; review and approve funding applications, fund releases, and progress statements. **E**

Develop and implement long and short-term plans and activities designed to enhance programs and services; assure an economical, safe, and efficient work environment; and comply with state requirements regarding reporting of maintenance needs and plans including the Deferred Maintenance Plan and resource conservation efforts. **E**

Develop and manage a preventative maintenance program to ensure maximum lifecycle of building components and equipment. **E**

Coordinate the preparation of plans from the developed educational, performance, and equipment specifications for schools and District facilities. **E**

Coordinate the selection, monitoring and supervision of services provided by architects, engineers, consultants, contractors, attorneys, bond counsels, financial advisors, bond underwriters, inspectors, and other professional service agencies used in support of the facilities program. **E**

Remain current on local, state, and federal regulations which govern the operation of public school facilities, current issues, developments, industry standards, and innovation; attend professional association meetings, conferences, and collaborate with industry partners. **E**

Represent the District on construction sites in contact with contractors, engineers, commissioned architects, and the public for the purpose of coordinating activities and ensuring activities achieve District objectives. **E**

Attend and conduct a variety of meetings as assigned; represent the District regarding school housing planning matters. **E**

Lead community engagement efforts around District facilities efforts. **E**

Meet with Division of State Architect (DSA) as required for plan review and DSA approval; provide input for District construction standards and assist with the development of District specifications. **E**

Oversee the closeout and certification of projects with associated agencies (i.e. DSA, OPSE, CDE, County and Joint Use Partners). **E**

Work with California Department of Education (CDE) staff to obtain approval of District projects. **E**

Coordinate California Environmental Quality Act (CEQA), and environmental compliance for Facilities Planning and Construction (FPC) projects as assigned. **E**

Be the primary liaison between the District and the City and County on Facilities planning matters. **E**

Work closely with city, community, park districts, and consultants to ensure projects are cooperatively implemented. **E**

Serve as liaison between District personnel and planning and construction agencies, construction inspectors, architects, contractors and other outside agencies; respond to inquiries, provide information concerning construction activities, and consult government officials to assure compliance with laws and regulations related to financing, planning, and construction of school facilities. **E**

Provide technical expertise, information, and assistance to the Director of Maintenance and Operations regarding the formulation and development of policies, procedures, and programs to assure an economical, safe, and efficient work environment; and advise the Chief Business Officer and Assistant Superintendent of Facilities Support Services of unusual trends or problems; and recommend appropriate corrective action. **E**

Oversee the development of the District Hazardous and Toxic Waste Program, the District Asbestos Management Program, the District Injury and Illness Prevention Program, and other safety programs as directed by the District Administration. **E**

Attend and conduct a variety of meetings as assigned; attend pre-bid and pre-construction meetings and provide input; and evaluate current bid climate and product costs to determine most cost effective construction delivery approach. **E**

Administer construction contracts, direct efforts of project team, including contractors, designers, and project managers; interpret contract requirements and ensure proper documentation. **E**

Supervise energy and other related conservation programs and monitor utilities consumption; recommend and oversee utility conservation projects. **E**

Perform feasibility studies to determine facility options cost and timelines to support District educational programs. **E**

Oversee daily departmental administrative activities to include answering official queries and public information act requests, development of external written communications, administrative work assignments, preparation and maintenance of narrative and statistical reports, and maintenance of electronic and hard copy files. **E**

Collaborate with instructional division to assure that the instruction needs of staff and students are met on construction projects. **E**

Communicate and collaborate with District administrators and personnel, outside organizations, and contractors to coordinate activities and programs; resolve issues and conflicts and exchange information; and model District standards of ethics and professionalism. **E**

Communicate and collaborate with Dependent and Independent Charter schools, in partnership with the Director of Innovative Schools, to meet their housing needs. **E**

Develop and assist with Facility Use Agreements and Proposition 39 requests from Charter school leaders. **E**

Participate in District-wide initiatives and plans; coordinate staff planning and implementation of major capital bond initiatives to support District efforts to pass new capital bonds, oversee preparation of annual bond progress report, and periodic reports to the Board of Education. **E**

Coordinate reporting of Bond activity to the Citizens Oversight Committee, School Board, Superintendent, and other applicable District staff. **E**

Direct the activities of staff members who provide administrative support to Independent Citizens Oversight Committee (ICOC) and other statutory bodies. **E**

Manage the collection, reporting, and allocation of developer fees, Mello-Roos, and redevelopment funds. **E**

Administer the Civic Center Act (Education Code 38131) authorizing a civic center at each public school facility and grounds; manage and direct the Civic Center Permits Office. **E**

Develop and prepare the annual budget for facilities and maintenance department; analyze and review budgetary and financial data; and monitor and authorize expenditures in accordance with established guidelines. **E**

Assist in the formulation and development of policies, procedures, and programs to assure an economical, safe, and efficient work environment; advise assigned supervisor of unusual trends or problems and recommend appropriate correction action. **E**

Make presentations to the Board and other designated parties as necessary regarding status on Facilities Maintenance projects and Bond Program; respond to questions and concerns.

Develop and administer schedules and work assignments; coordinate and arrange for appropriate training of staff to accomplish specific results-based outcomes. **E**

Supervise, evaluate, and hold accountable the performance and professionalism of assigned staff; interview and select employees, and recommend transfers, reassignments, terminations, and disciplinary actions. **E**

Lead and work with school improvement initiatives that address student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities. **E**

Provide a positive climate of interaction and communication between school staffs, families, and the community, as related to Facilities and Maintenance. **E**

Perform related duties consistent with the scope of the position.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: Bachelor's degree from a four-year accredited college or university in a business or public administration, construction management, engineering, architecture or environmental related field and five years of progressively responsible management experience is preferred.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Planning, organization, and direction of facilities.
- Methods, used in the building maintenance trades.
- Building construction practices and laws governing the construction, maintenance, and repair of schools and public buildings.
- Proper methods of storing equipment, materials, and supplies.
- Budget preparation and control.
- Applicable state, county, and city laws, codes, regulations, policies, and procedures.
- District organization, operations, and objectives.
- Interpersonal skills using tact, patience, and courtesy.
- Effective oral and written communication skills.
- Principles and practices of management, supervision, and training.
- Evaluation approaches, strategies, and techniques.
- Appropriate safety precautions and procedures.
- Health and safety regulations.
- Operation of a computer and related software.
- Charter school laws and policies
- Civic Center Act

ABILITY TO:

- Plan, and organize, a facilities project for a large school district. Prioritize and schedule work.
- Estimate materials and labor costs. Work independently with little direction. Maintain detailed records.
- Establish and maintain effective working relationships with others.
- Communicate effectively, both orally and in writing.
- Interpret, apply, and explain rules, regulations, policies, and procedures.
- Analyze situations accurately, and adopt an effective course of action.
- Plan, layout, manage, and control a maintenance work program involving diversified activities.
- Prepare comprehensive narrative and statistical reports.
- Train, supervise, and evaluate the performance of assigned staff.
- Operate a computer and related software.
- Meet state and District standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Indoor and outdoor work environment; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor;

sit or stand for extended periods of time; walk to conduct inspections; bend at the waist, and reach overhead, above the shoulders, and horizontally to retrieve and store files; and lift light objects.

SAMPLE HAZARDS:

Exposure to safety hazards routinely associated with construction sites and maintenance spaces is possible.

HEALTH BENEFITS: Management employees purchase their own health benefits with District-offered plans.

(Former Classification: Director III, Facilities Maintenance and Resource Management; Director II, Facilities and Maintenance, and Director I, Capital Projects, Facilities, and Resource Management)

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Director, Career Readiness	CLASSIFICATION:	Certificated Management (UPE)
SERIES:	Director II	FLSA:	Exempt
JOB CLASS CODE:	9883	WORK YEAR:	12 Months
DEPARTMENT:	College & Career Readiness	SALARY:	Range 70 Salary Schedule B7
REPORTS TO:	Director III, College and Career Readiness	CABINET APPROVAL:	8-16-2021
		HR REVISION:	7-24-2023
		CABINET APPROVAL:	9-05-2023

BASIC FUNCTION:

The Director will provide administrative leadership for a broad range of issues and activities that relate to college and career readiness such as; grant management, pathway development, Linked Learning integration, coordination of professional learning opportunities, and advisory boards.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Plan and oversee annual Career Technical Education related grants, compliance documentation, and operationalizing of initiatives. **E**

Build Career Technical Education initiatives that align to the district's Local Control Accountability Plan (LCAP). **E**

Identify funding sources and services used in grant applications as match or in kind services. **E**

Oversee career partnership academies (CPA) and provide district services to coordinate the annual CAPAAR report and letter of intent. **E**

Oversee the district's new pathway process. **E**

Provide principles with professional development involving the mandated requirements of Perkins V funding, Career Partnership Academy grants and other CTE related funding sources. **E**

Develop and implement fair and equitable processes for resource allocation of CTE grants and funding. Work with service providers to eliminate duplicate services related to CTE and Linked Learning pathways for school sites. **E**

Collaborate with Tech Services to certify year-end California Longitudinal Pupil Achievement Data Systems (CALPADS) data related to dual enrollment and California and Technical Education (CTE) pathway completion. **E**

Oversee, supervise, and evaluate performance of assigned personnel. **E**

Research, compile, generate, prepare, analyze, and review District data, correspondence, analytical studies, and reports. **E**

Provide leadership in curricular and instructional areas by participating in cross-departmental collaboration to ensure student success in post-secondary life and entry into a chosen career field and/or programs that offer students multiple options. **E**

Assist with the development and management of a process for monitoring, evaluating, and supporting the pathway teams that includes clearly defined teaching expectations and academic rigor reaching high quality status. **E**

Chair key committees for Small Learning Communities/Linked Learning professional development; conduct or attend administrative or Linked Learning management team meetings, counselor groups, and middle school team meetings. **E**

Provide professional development for academic and technical teachers in multidisciplinary curriculum integration and project-based learning that is aligned to industry standards, as well as California State Standards. **E**

Communicate and collaborate with other administrators, district personnel, university partners, outside organizations, and business and industry partners to coordinate activities, programs, and contracts, resolve issues and conflicts, and exchange information, model district standards of ethics and professionalism. **E**

Attend conferences, read journals/papers, take courses, and attend workshops to remain current concerning trends in education reform and emerging industries that may be suitable for the development of new career pathways. **E**

Develop work groups consisting of Broad-Based Community Coalition members, school staff, students, and parents to support college/career-readiness. **E**

Lead and work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities. **E**

Perform related duties consistent with the scope and intent of the position.

TRAINING, EDUCATION, AND EXPERIENCE:

Bachelor's degree required; master's degree preferred. Minimum of four years' experience in K-12 instruction or management in developing and managing master schedules for school sites. Experience with CTE pathways and state, federal, and grant funding structures.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance; and Administrative Services Credential.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- District Curriculum, District content standards, and the California Standards for the Teaching Profession.
- State and federally identified school improvement models and requirements.
- Common Core.
- Student information systems (SIS) and data information systems in a school district environment.
- California Education Code.
- Database systems and data management. Technical aspects of field of specialty.
- Reporting requirements of various student-related reports and surveys.
- Data and student information utilization, capture, organization and implementation practices and procedures.
- Effective management practices and supervision techniques.

- Standardized, performance-based, and other assessments.
- Computer software applications relevant to educational assessment and research.
- Methodology used in educational research design and statistical analysis.
- Theory and practice related to student learning and educational measurement.
- School district organization, operations, policies, and objectives.
- Standard statistical and qualitative methodologies (e.g. basic research design and methods and other generally- accepted analysis approaches).
- Theory and practice related to student learning and educational measurement.
- Applicable state and federal laws, codes, regulations, policies, and procedures.
- Interpersonal skills using tact, patience, and courtesy.
- Effective oral and written communication skills. California Education Code.
- State and federal laws, regulations, and codes dealing with the reporting of educational programs.
- State, federal, and grant funding structures and requirements.

ABILITY TO:

- Plan, organize, and lead student information system related projects.
- Provide training and specialized support and coordination regarding the District student information system.
- Coordinate logistics as well as ability to be flexible and problem-solve.
- Communicate effectively both orally and in writing.
- Apply advanced computer literacy skills, including fluency with MS Office software and statistical software programs.
- Effectively conduct and facilitate meetings.
- Prepare accurate and concise reports.
- Establish and maintain cooperative relationships with staff and service providers.
- Motivate, manage, evaluate, and direct the work activities of employees.
- Create and maintain strong relationships interdepartmentally to advance the District's mission and ensure positive outcomes.
- Read, interpret, apply, and explain rules, regulations, policies, and procedures.
- Work independently with little direction.
- Plan and organize work to meet schedules and timelines.
- Analyze situations accurately, and adopt an effective course of action.
- Meet State and District standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Office environment; school setting, drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time; bend at the waist, and reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects.

(Former Classification: Director I, Master Schedule and Instruction, Director II Career Readiness & Master Scheduling)

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Director, Health Services	CLASSIFICATION:	Certificated Management (UPE)
SERIES:	Director II	FLSA:	Exempt
JOB CLASS CODE:	9893	WORK YEAR:	12 Months
DEPARTMENT:	Student Support Health Services	SALARY:	Range 70 Salary Schedule A
REPORTS TO:	Executive Director, Student Support and Health Services	CABINET APPROVAL:	11/28/2023
		HR APPROVAL:	4/29/2024
		BOARD APPROVAL:	

BASIC FUNCTION:

Plan, organize, manage, and coordinate the District's Health Services to provide timely delivery of high quality services to staff, sites, and departments, and ensure effectiveness of a comprehensive school health program; review, develop, coordinate, and communicate the health care needs of students according to policies and procedures; ensure compliance with State and Federal health mandates; and supervise and evaluate assigned personnel.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Provide leadership, direction, support, and accountability to Health Services staff to ensure high quality standards and expectations. **E**

Serve as the District's expert and advocate on health matters with administrators, school-level nurses, medical personnel, community service organizations, and community partners; leverage community resources to support Health Services as needed. **E**

Development and expansion of, and act as consultant and liaison for health services, wellness and health education, and school-based health centers in a manner that is consistent with District strategies. **E**

Provide advice, guidance, and support to school nurses carrying out health policies and procedures; ensure adherence to legally mandated health-related requirements, and coordinate state-mandated screening procedures, such as hearing, vision, and audits of immunization, dental, and physical exams. **E**

Demonstrate leadership to all stakeholders, think outside the box, and develop new methods or solutions inspiring others to reach a common goal. **E**

Collaborate with other District departments for staff development related to health concerns. **E**

Coordinate school health programs with Special Education and Section 504 Accommodations; coordinate training of staff at school sites related to students with special healthcare needs. **E**

Provide technical expertise, information, and assistance regarding assigned functions, unusual trends, or problems, and recommend appropriate corrective action; formulate and develop effective policies and procedures to accomplish stated goals; and communicate health policies to others and provide consultation to assigned staff regarding health issues. **E**

Collaborate with governmental entities, including but not limited to the California Department of Education (CDE), California Department of Public Health (CDPH) and Sacramento County Public Health (SCPH) staff, as needed to support statewide and regional initiatives. **E**

In the event of an infectious disease outbreak or pandemic, establish and maintaining health and safety protocols in alignment with federal, state and local public health agencies. Leverage all available resources to ensure schools may remain safely open. **E**

Coordinate the preparation and maintenance of a variety of narrative and statistical reports, records, correspondence, and files related to assigned services, activities, and operations; compile and submit reports to State agencies and the board as appropriate; and operate a computer. **E**

Develop and prepare the department's annual budget; analyze and review budgetary and financial data to ensure data accuracy; and monitor and authorize expenditures in accordance with established guidelines to ensure the financial stability of the District. **E**

Identify and leverage community resources to support health and wellness services. **E**

Develop, plan, and implement strategic long and short-term plans and activities designed to enhance assigned programs and services; perform program analysis, compile information, and make decisions regarding the needs, objectives, and programs of assigned area(s). **E**

Collaborate with public and private agencies/organizations in providing health services to students; collaborate and provide consultation to health programs for implementation in schools and school-based clinics, or other public and private health partners; develop, implement, and supervise District school-based clinics. **E**

Communicate and collaborate with other administrators, District personnel, private or public contractors, outside organizations, community partners, and agencies to: coordinate health activities and programs to assist students with the physical health, mental health, and social service needs; resolve issues and conflicts; exchange information regarding Health Services programs; and model District standards of ethics and professionalism. **E**

Manage and implement LEA Medi-Cal billing as it relates to school nurses. **E**

Lead and facilitate the District's Wellness committee, as appropriate; attend various District and community meetings regarding health and emergency preparedness issues. **E**

Review and stay abreast of current developments, literature, and technical source information to maintain proficiency related to job responsibilities and student needs. **E**

Lead and work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities. E

Provide a positive climate of interaction and communication between school staffs, families, and the community, as related to Health Services. E

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Bachelor's degree; advanced degrees in public health or health education are preferred. Three years school nursing, nursing experience, public health social work or closely related field preferred; four years of supervisory, management, and administrative experience. Registered Nurse license preferred.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; Valid Administrative Services Credential.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Planning, organization, and direction of the Health Services of the District.
- Knowledge and use of various data management applications
- Research-based programs and practices that support the health and wellness of the whole child.
- Negotiating service contracts.
- Union contracts.
- School nursing services and procedures.
- Specialized physical health care procedures, CPR, First Aid, and AED.
- Medication effects and proper administration procedures.
- Diagnostic methods for medical conditions and diseases.
- Modern medical terminology, equipment, and techniques.
- Proper operation of specialized health assessment instruments.
- Testing techniques for hearing, vision, scoliosis, and other screenings.
- Current practices and trends relating to school health, and factors influencing the learning process.
- Budget preparation and control.
- Applicable laws, codes, regulations, policies, and procedures.
- Board Policies and Procedures, California Education Codes, and California Code of Regulations as it relates to public health/health services; and State laws governing health services in schools.
- Interpersonal skills using tact, patience, and courtesy.
- Effective oral and written communication skills.
- Principles and practices of management, supervision, and training.
- Evaluation approaches, strategies, and techniques.
- Operation of a computer and related software.

ABILITY TO:

Direct and coordinate the health care needs of students.

- Manage change and design an effective system of reporting progress and monitoring results.
- Dispense corrective feedback in a manner that inspires accountability among colleagues and direct reports.
- Respond effectively and expeditiously to emergency medical situations.

- Follow Federal & State law regarding the sharing of student health information with other professional persons in a confidential manner.
- Assist with grant proposal writing.
- Establish and maintain effective working relationships with staff, parents, and the public.
- Communicate effectively, both orally and in writing.
- Interpret, apply, and explain rules, regulations, policies, and procedures.
- Analyze situations accurately, and adopt an effective course of action.
- Plan and organize work to meet schedules and deadlines.
- Prepare comprehensive narrative and statistical reports, including state, county, and local mandated reports.
- Supervise and evaluate the performance of assigned staff.
-
- Operate a computer and related software.
- Meet State and District standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:**SAMPLE ENVIRONMENT:**

Office and school site environment; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor; sit, stand, walk, push/pull, and stoop for extended periods of time; bend at the waist, reach overhead, above the shoulders, and horizontally to retrieve and store files; and lift light objects.

SAMPLE HAZARDS:

Exposure to blood and body fluids and student and staff illnesses.

HEALTH BENEFITS: District pays a portion of the employee's health benefits through District-offered plans.

(Former Classification, Director I, Health Services)

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Director, Master Scheduling	CLASSIFICATION:	Certificated Management (UPE)
SERIES:	Director II	FLSA:	Exempt
JOB CLASS CODE:	9888	WORK YEAR:	12 Months
DEPARTMENT:	College & Career Readiness	SALARY:	Range 70 Salary Schedule B7
REPORTS TO:	Director III, College & Career Readiness	CABINET APPROVAL:	09-05-2023
		HR REVISION:	07-24-2023
		CABINET APPROVAL:	08-16-2021

BASIC FUNCTION:

Under general direction, the Director of Master Scheduling is accountable for student academic achievement through access and opportunity in the overall direction, planning, implementation, and effective management of the District-wide master scheduling process. Ensure proper planning, preparation, and training of the scheduling process aligned with the District’s academic goals, expectations, and priorities. Collaborate and plan with the Academic Office, school site administration, District departments, i.e. Technology, Human Resources, and Budget departments, in key information including, enrollment projections, allocation of FTEs, and curriculum alignment. Undertake necessary activities relating to fiscal management, control, and analysis of Master Schedule and Instruction area under supervision in support of educating students at high level; develop, control, and monitor the budgets and accounts of Master Schedule to ensure the financial viability of the District; and supervise, provide clear work direction and evaluate the performance of assigned personnel.

The Director will provide administrative leadership for a broad range of issues and activities that relate to college and career readiness such as; grant management, pathway development, Linked Learning integration, coordination of professional learning opportunities, advisory boards and support the operationalization of the Sacramento City Unified School District (SCUSD) Graduate Profile.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Plan, direct, implement, and effectively manage the District-wide master scheduling process. **E**

In collaboration with school site and District Leadership, define the District’s parameters for all school site schedules and the communication and support to school sites around the master scheduling process; ensure proper planning, preparation, and training of the scheduling process aligned with the District’s academic goals, expectations, and priorities. **E**

Collaborate and plan with the Academic Office, school site administration, District departments, i.e. Technology, Human Resources, and Budget departments, in key information including, enrollment projections, allocation of FTEs, curriculum alignment, and District’s student information system. **E**

Participate in the formulation and development of support policies, procedures, and standards for District in terms of master scheduling and student information system (SIS). **E**

Monitor and support the development of all school site master schedules. **E**

Build, develop, and maintain the District course codes in the District's student information system. **E**

Ensure all course numbers are aligned with the State and District requirements for scheduling and awarding credit. **E**

Identify and address issues in relation to master scheduling and District's student information system. **E**

Provide master scheduling guidance and technical support to school site administrators and staff in meeting the District's educational expectations and goals in terms of staffing, class size, and the assignments of instructors. **E**

Perform routine analysis of all school sites' master scheduling process and management for effectiveness; evaluate and recommend improvement. **E**

Evaluate and recommend improvement in the purpose, design, and implementation of the instructional program as well as other support programs related to master scheduling. **E**

In collaboration with Technology Services, provides ongoing training to school site administrators and staff on District's master scheduling and student information system. **E**

Collaborate with Tech Services to certify year-end California Longitudinal Pupil Achievement Data Systems (CALPADS) data related to dual enrollment and California and Technical Education (CTE) pathway completion. **E**

Maintain the District Course Catalogue. **E**

Oversee, supervise, and evaluate performance of assigned personnel. **E**

Research, compile, generate, prepare, analyze, and review District data, correspondence, analytical studies, and reports. **E**

Provide leadership in curricular and instructional areas by participating in cross-departmental collaboration to ensure student success in post-secondary life and entry into a chosen career field and/or programs that offer students multiple options. **E**

Assist with the development and management of a process for monitoring, evaluating, and supporting the pathway teams that includes clearly defined teaching expectations and academic rigor reaching high quality status. **E**

Chair key committees for Small Learning Communities/Linked Learning professional development; conduct or attend administrative or Linked Learning management team meetings, counselor groups, and middle school team meetings. **E**

Provide professional development for academic and technical teachers in multidisciplinary curriculum integration and project-based learning that is aligned to industry standards, as well as California State Standards. **E**

Communicate and collaborate with other administrators, district personnel, university partners, outside organizations, and business and industry partners to coordinate activities, programs, and contracts, resolve issues and conflicts, and exchange information; model district standards of ethics and professionalism. **E**

Attend conferences, read journals/papers, take courses, and attend workshops to remain current concerning trends in education reform and emerging industries that may be suitable for the development of new career pathways. **E**

Develop work groups consisting of Broad-Based Community Coalition members, school staff, students, and parents to support college/career-readiness. **E**

Lead and work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities. E

Perform related duties consistent with the scope and intent of the position.

TRAINING, EDUCATION, AND EXPERIENCE:

Bachelor's degree required; master's degree preferred. Minimum of four years' experience in K-12 instruction or management in developing and managing master schedules for school sites. Experience with CTE pathways and state, federal, and grant funding structures.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance; and Administrative Services Credential.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

District Curriculum, District content standards, and the California Standards for the Teaching Profession.

State and federally identified school improvement models and requirements.

Common Core.

Student information systems (SIS) and data information systems in a school district environment.

California Education Code.

Database systems and data management.

Technical aspects of field of specialty.

Reporting requirements of various student-related reports and surveys.

Data and student information utilization, capture, organization and implementation practices and procedures.

Effective management practices and supervision techniques.

Standardized, performance-based, and other assessments.

Computer software applications relevant to educational assessment and research.

Methodology used in educational research design and statistical analysis.

Theory and practice related to student learning and educational measurement.

School district organization, operations, policies, and objectives.

Standard statistical and qualitative methodologies (e.g. basic research design and methods and other generally-accepted analysis approaches).

Theory and practice related to student learning and educational measurement.

Applicable state and federal laws, codes, regulations, policies, and procedures.

Interpersonal skills using tact, patience, and courtesy.

Effective oral and written communication skills.

California Education Code.

State and federal laws, regulations, and codes dealing with the reporting of educational programs.

State, federal, and grant funding structures and requirements.

ABILITY TO:

Plan, organize, and lead student information system related projects.

Provide training and specialized support and coordination regarding the District student information system.

Coordinate logistics as well as ability to be flexible and problem-solve.

Communicate effectively both orally and in writing.

Apply advanced computer literacy skills, including fluency with MS Office software and statistical software programs.

Effectively conduct and facilitate meetings.

Prepare accurate and concise reports.

Establish and maintain cooperative relationships with staff and service providers.

Motivate, manage, evaluate, and direct the work activities of employees.

Create and maintain strong relationships interdepartmentally to advance the District's mission and ensure positive outcomes.

Read, interpret, apply, and explain rules, regulations, policies, and procedures.

Work independently with little direction.

Plan and organize work to meet schedules and timelines.

Analyze situations accurately, and adopt an effective course of action.

Meet State and District standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Office environment; school setting, drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time; bend at the waist, and reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects.

(Former Classification: Director I, Master Schedule and Instruction; Director II Career Readiness & Master Scheduling)

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Employee Relations Analyst	CLASSIFICATION:	Classified Confidential
SERIES:	None	FLSA:	Exempt
JOB CLASS CODE:	0805	WORK YEAR:	12 Months
DEPARTMENT:	Human Resource Services	SALARY:	Range 63 Salary Schedule F
REPORTS TO:	Assigned Supervisor	BOARD APPROVAL:	12-17-01
		BOARD REVISION:	
		CABINET APPROVAL:	
		HR REVIEW/APPROVAL:	10-20-23

BASIC FUNCTION:

Coordinate and perform complex, advanced-level employee relations duties requiring independent judgment and analysis related to district contract negotiations and labor relations.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Coordinate and perform complex, advanced-level employee relations duties requiring independent judgment and analysis related to district contract negotiations and labor relations. **E**

Make recommendations and provide advice to school management over interpretation and application of provisions of labor agreements; ensure district compliance with laws, policies, and labor agreements. **E**

Investigate, recommend, and/or make decisions regarding the disposition of grievances over labor agreement, complaints, district policies, and/or procedures. **E**

Develop training programs for supervisors and management concerning labor agreement over district labor relations policies and practices. **E**

Research and report on labor relations matters. **E**

Coordinate and assist management in preparation of proposals for collective bargaining; prepare, coordinate, and participate in mediation disputes; communicate with bargaining units. **E**

Prepare memorandums of understanding and letters of agreement addressing discipline, collective bargaining agreement waivers, and grievance responses on behalf of the district; prepare letters pertaining to union business release. **E**

Prepare and store documents using standard office equipment and technology including computers, scanners, copiers, and electronic storage devices. **E**

Prepare extensive, frequent, detailed, and accurate bargaining unit reports; assemble confidential and sensitive information related to labor relations and negotiations. **E**

Prepare a variety of District/department organization charts to communicate organizational structure and relationships; prepare flowcharts to outline and create visual images of Human Resource Services processes. **E**

Develop, write, revise, and maintain position descriptions to accurately describe job content; maintain and update classification/compensation databases and internal relationship matrix. **E**

Conduct desk audits of individual and/or group positions; travel to work sites to conduct desk audits; utilize personal interviews, supporting documentation, questionnaires, and existing position descriptions to analyze and validate facts related to job content, level, compensable factors, and relationships to other positions; and prepare and submit desk audit report and recommendation for approval. **E**

Participate in collaborative meetings, meet with various labor partner and District staff to collectively produce annual work calendars for all District work groups, Prepare and implement all District work calendars, and publish on District website. **E**

Calculate salary schedules and stipend tables according to contract language, letters of agreement, past practice, and District standards; work closely with other departments to implement new and/or revised salary schedules and stipend tables; distribute and maintain salary schedules. **E**

Produce and design camera-ready documents for a variety of publications and other materials; prepare display and employment advertisements, create special effects or other visual images, and manipulate graphics and photos; develop and maintain electronic forms environment; scan graphics, signatures, and documents; and develop, design, or revise brochures, forms, handbooks, manuals, presentations, and other documents. **E**

Assist with various personnel functions including the processing of leave of absence requests, preparation of leave of absence materials, and other leave of absence related activities, notice of 39-month reemployment letters pertaining to leaves, leaves of absence, input absence reports; maintain confidentiality of sensitive information. **E**

Operate a computer to input, output, update, and access a variety of records and information; generate reports, records, lists, and summaries from computer database. **E**

Remain current and knowledgeable on new classification and compensation systems for public and private sectors, job analysis, and changes in technology/human resources issues. **E**

Provide excellent customer service by establishing positive relationships with district personnel, applicants, representatives from external organizations and others; respond to phone calls, e-mails, letters, and other communications. **E**

Promote teamwork by sharing knowledge, providing cross training for other employees, cooperating with others, participating in meetings and work groups, and supporting the goals and objectives of the district and department. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: bachelor's degree with a major in human resources, ~~or~~ business administration, or a related field, and six years of increasingly responsible experience in human resources or employer-employee relations; Preference will be given to candidates with public school district experience, working with unions, and collective bargaining agreements.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license, and provide personal automobile. Overall scores in computer software - testing program preferred as follows:

Keyboarding 60 Correct WPM

Word 95% Overall Score

Excel 95% Overall Score

PowerPoint..... 95% Overall Score

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Employee-employer relations.
- Contracts and bargaining methods.
- District personnel policies and procedures related to certificated and classified employees.
- Technical aspects of field of specialty.
- Applicable sections of the State Education Code, other laws, rules, and regulations related to assigned activities.
- Presentation, communication, and public speaking techniques.
- District organization, operations, policies, and procedures.
- Bargaining unit reports, labor relations, and negotiations.
- Operation of a computer, related software, and standard office equipment.
- Personal computer hardware, including scanners, and software including DOS-based programs, Windows, Internet, Word, Excel, Access, and PowerPoint.
- Paperless electronic forms and filing systems.
- Research methods, report writing, and recordkeeping techniques.
- Correct oral and written usage of English, grammar, spelling, punctuation, vocabulary, and composition.
- Interpersonal skills using tact, patience, and courtesy.
- Health and safety regulations.

ABILITY TO:

- Perform the basic function of the position.
- Learn and understand fundamental concepts of labor law terminology and contract language.
- Prepare statistical analyses and collective bargaining documents.
- Prepare extensive, frequent, detailed, and accurate bargaining unit reports, and assemble confidential and sensitive information related to labor relations and negotiations.
- Develop and/or assist with training programs.
- Record or take notes at meetings, and transcribe accurately.
- Operate a computer, related software, and standard office equipment.
- Research, analyze, compile, and verify data, and prepare reports.
- Read, interpret, apply, and explain rules, regulations, policies, and procedures.
- Handle multiple tasks, work under pressure, and work with priorities/deadlines subject to frequent change.
- Exercise analytical and independent judgment.
- Analyze situations accurately, and adopt an effective course of action.
- Work confidentially with discretion, and complete work with many interruptions.
- Communicate effectively, both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Work in a team environment.
- Compose correspondence and written materials independently.
- Lift light objects according to safety regulations.
- Meet state and district standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Office environment; drive a vehicle to conduct work; constant interruptions.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to exchange information in person and on the telephone; see to read, prepare, and proofread documents; stand for extended periods of time; dexterity of hands and fingers to operate a computer keyboard and other office equipment; bend at the waist, reaching overhead, above the shoulders, and horizontally, to retrieve and store files and supplies from cabinets and shelves; lifting light objects.

SAMPLE HAZARD:

Contact with dissatisfied or abusive individuals.

(Former Title: Analyst III, Employee Relations)

NOTE: This job class has been designated "Confidential" by the Board of Education in accordance with the Rodda Act.

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Manager, Accounting Services	CLASSIFICATION:	Classified Non-Represented Management
SERIES:	Manager II		Exempt
JOB CLASS CODE:	9874	WORK YEAR:	12 Months
DEPARTMENT:	Accounting Services	SALARY:	Range 11 Salary Schedule A
REPORTS TO:	Director III, Accounting Services	CABINET APPROVAL:	08/01/2023
		HR REVISION:	07/21/2023
		HR APPROVAL:	11/10/2021
		CABINET APPROVAL:	11/5/2021

BASIC FUNCTION:

Under general supervision, the Manager II, Accounting Services, manage, plan, organize, coordinate, and direct the various district accounting and financial activities requiring independent judgment and analysis; recommend and assist in the formulation and implementation of policies and procedures related to fiscal activities; train, supervise, and evaluate the performance of assigned staff.

Perform independent, specialized accounting duties requiring independent judgment and analysis related to district financial records and reports. Prepare various related reports as required internally, and by local, state, and/or federal sources, and local oversight committee(s). Analyze and provide information related to availability, accessibility, and appropriateness of funding sources, district procedures, contracting, and other fiscal areas. Serve as fiscal operations specialist in assigned areas; provide work direction to others.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Manage, plan, organize, coordinate, and direct the various District accounting and financial activities requiring independent judgment and analysis; recommend and assist in the formulation and implementation of policies and procedures related to fiscal activities. **E**

Supervise, manage, evaluate, train, and direct the performance of assigned staff, and participate in the interview and selection of new employees; process personnel records; make recommendations concerning staffing; discipline assigned staff according to District policies and procedures. **E**

Monitor and adjust workflow and assignments to meet established timelines; manage general accounting and accounts payable functions. **E**

Maintain District ledger accounts including cash, investments, accounts receivable, and accounts payable; work with auditors on audit of year-end balances on the ledger; manage District-wide billable receivable accounts and accounting for elementary and middle school student activities. **E**

Co-maintain District-wide payroll liabilities accounts, such as state and federal taxes, unemployment insurance, garnishments, health carriers, and tax-sheltered annuities. **E**

Assure that financial income and expenditure transactions and records are in compliance with federal, state, and county rules, regulations, and requirements and that District policies and procedures are met; assure compliance with audit requirements. **E**

Communicate with various District and county departments, vendors, and personnel to answer questions, obtain information, arrange payment, or resolve discrepancies and issues. **E**

Provide the County Treasurer's Office and the County Office of Education cash flow information on accounts payable check runs. **E**

Prepare complex financial and statistical reports and summaries related to accounting operations and activities; review financial reports, receipts, disbursement records, and any other appropriate financial records to assure accuracy and completeness; make corrections and adjustments as necessary. **E**

Conduct high-level analysis and reconciliation of various funds; ensure all related accounting entries and transfers are completed, and accounting records reconcile to respective reports. **E**

Provide technical expertise and training regarding interpretation of laws, rules, and regulations governing the receipt and disbursement of funds. **E**

Perform internal audits; check and review a variety of records, accounts, and reports for accuracy, conformance, and timeliness; assist with calculations; inspect for proper encumbrances, disencumbrances, allocation of categorical funds, and processing and payment of invoices and other accounts payable. **E**

Prepare and store documents using standard office equipment and technology including computers, scanners, copiers, and electronic storage devices; operate a computer to input, output, update, and access a variety of records and information; generate reports, records, lists, and summaries from computer databases. **E**

Provide excellent customer service by establishing positive relationships with District personnel, representatives from external organizations, and others; respond to phone calls, e-mails, letters, and other communications; lift light objects. **E**

Promote teamwork by sharing knowledge, cooperating with others, participating in meetings and work groups, and supporting the goals and objectives of the District and division. **E**

Assist the Director of Accounting Services to establish and implement processes to streamline department functions. **E**

Closely monitors departmental and district-wide accounting and financial reporting practices to ensure compliance with standards, appropriate internal controls, as well as Generally Accepted Accounting Practices (GAAP), Governmental Accounting Standard Board (GASB), federal and state rules, regulations, policies and procedures. **E**

Assist in difficult and responsible accounting duties such as coordination of year end closing, reviewing and authorizing journal entries and bank reconciliations, making necessary adjustments to expenditures and encumbrances. **E**

Develop, create, and translate accounting training materials for first-time users to the finance system. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: bachelor's degree with a major in accounting or related field, and six years of increasingly responsible experience in accounting, auditing, financial, or statistical record-keeping.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance. Overall scores in computer software testing program preferred as follows:

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

- Accounting and auditing principles, practices, and procedures
- Principles and practices of effective supervision.
- Governmental accounting practices and principles, and government auditing standards.
- California school district fiscal procedures and reporting requirements.
- Preparation of financial reports and schedules.
- Local, state, and federal reporting and accounting guidelines, rules, and regulations.
- Technical aspects of field of specialty.
- Operation of a computer, related software, and standard office equipment.
- Paperless electronic filing systems.
- Research methods, and report writing and recordkeeping techniques.
- Correct oral and written usage of English, grammar, spelling, punctuation, vocabulary, and composition.
- Applicable sections of the California Education Code, other laws, rules, and regulations related to assigned activities.
- District organization, operations, policies, and procedures.
- Interpersonal skills using tact, patience, and courtesy.
- Health and safety regulations.

ABILITY TO:

- Manage, plan, organize, coordinate, and direct the various District accounting and financial activities requiring independent judgment and analysis.
- Recommend and assist in the formulation and implementation of policies and procedures related to fiscal activities.
- Manage, train, and evaluate the performance of assigned staff.
- Assure compliance with applicable District policies, procedures, and governmental regulations.
- Apply applicable sections of State Education Code and other applicable laws.
- Maintain statistical records, and prepare comprehensive statistical reports, analyses, and recommendations.
- Communicate effectively, and maintain cooperative relationships.
- Prioritize, schedule, and assign work.
- Perform difficult and complex accounting work in the preparation, verification, maintenance, and processing of District accounting records.
- Reconcile accounts, records, reports, and journals.
- Handle multiple tasks, work under pressure, and work with priorities/deadlines subject to frequent change.
- Exercise analytical and independent judgment.
- Analyze situations accurately, and adopt an effective course of action.
- Work confidentially with discretion, and complete work with many interruptions.
- Operate a computer, related software, and standard office equipment.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Work in a team environment.
- Compose correspondence and written materials independently.
- Lift light objects according to safety regulations.
- Meet state and District standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:**SAMPLE ENVIRONMENT:**

Office environment; drive a vehicle to conduct work; constant interruptions.

SAMPLE PHYSICAL ABILITIES:

Sit for extended periods of time; dexterity of hands and fingers to operate a computer keyboard; reach overhead,

above the shoulders and horizontally, and bend at the waist to retrieve and store files from cabinets and shelves; hear and speak to exchange information and make presentations; see to read and assure accuracy of financial and fiscal records and reports; lift light objects.

SAMPLE HAZARDS:

Occasional contact with dissatisfied or abusive individuals.

(FORMER CLASSIFICATION: Accounting Manager I)

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description**

TITLE:	Manager, Risk Management & Employee Benefits	CLASSIFICATION:	Classified Non-Represented Management
SERIES:	Manager II	FLSA:	Exempt
JOB CLASS CODE:	9876	WORK YEAR:	12 Months
DEPARTMENT:	Risk Management	SALARY:	Range 11 Salary Schedule A
REPORTS TO:	Director II, Risk Management	CABINET APPROVAL:	09-05-23
		HR APPROVAL:	08-31-23

BASIC FUNCTION:

Plan, organize, control, and direct the District's employee health and dental benefits programs and worker's compensation and Wellness Program.; review and analyze the District's current position for compliance; supervise and evaluate the performance of assigned staff.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Plan, organize, control, and direct programs and activities related to employee health and dental benefits, worker's compensation and Wellness Program. **E**

Review and analyze the District's current position for compliance with established codes, laws, and procedures related to employee health and dental benefits programs and worker's compensation and Wellness Program.; make required changes and develop new procedures as needed to comply with the California Education Code, multiple bargaining unit agreements, District policies, and federal and state regulations. **E**

Administer employee benefit programs including, health, dental, vision, worker's compensation and Wellness Program. **E**

Coordinate with insurance company representatives, District insurance brokers, third party administrators and District JPA on benefit renewals, plan changes and workers' compensation settlement authority; resolve benefit, workers' compensation issues and evaluation of claims activity. **E**

Responsible for ensuring employee health benefit plans, retiree benefit plans, worker's compensation, and Wellness Program are in compliance: with carrier contracts, collective bargaining agreements, and applicable federal and state laws, regulations, and District policies and procedures. **E**

Coordinate new hire health benefits orientations, open enrollment presentations and designs materials to support employee understanding of District health benefits packages, benefits enrollment, wellness incentives and summary plan descriptions. **E**

Perform monthly reconciliation of all employee health plans and worker's compensation accounts and works closely with Accounting staff to ensure accurate employee deductions, expense allocations, and timely payment of invoices. **E**

Generate a variety of reports to analyze and audit data related to employee health benefit plans and worker's compensation accounts. **E**

Participate in the research, collection, and compilation of data for required reports and projections. **E**

Serve as liaison with Human Resources and Technology Services to coordinate health benefits processing issues. **E**

Provide technical expertise, information, and assistance to assigned supervisor regarding assigned functions, unusual trends, or problems, and recommend appropriate corrective action; assist in the formulation, development, and communication of department policies, procedures, and programs in accordance with state and federal laws and regulations. **E**

Develop and implement long and short-term plans and activities designed to enhance assigned programs and services, and assure an economical, safe, and efficient work environment. **E**

Supervise, evaluate, and hold accountable the performance and professionalism of assigned staff; interview and select employees and recommend transfers, reassignment, termination and disciplinary actions; plan, coordinate and arrange for appropriate training of assigned staff. **E**

Develop and prepare the annual budget for the employee benefits, worker's compensation, and risk management functions of the District; analyze and review budgetary and financial data; and monitor and authorize expenditures in accordance with established guidelines. **E**

Direct the preparation and maintenance of a variety of narrative and statistical reports, records, correspondence, and files related to assigned services, activities, and operations; operate a computer. **E**

Communicate and collaborate with other administrators, District personnel, outside organizations, and vendors to coordinate activities and programs, resolve issues and conflicts, and exchange information; model District standards of ethics and professionalism. **E**

Conduct and attend meetings, resolve ad-hoc problems, provide directives and guidance for staff, District personnel, and the public; maintain current knowledge of legislation, legal codes, and regulations; and execute special assignments. **E**

Assist Human Resource Services on issues related to worker's compensation and benefit claims. **E**

Lead and work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities. **E**

Provide a positive climate of interaction and communication between school staffs, families, and the community, as is related to Compensation and Benefits. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: bachelor's degree in business administration, public administration, risk management administration, health benefits administration, statistics or related field, and four (4) years increasingly responsible in benefits, record-keeping, including two years in supervisory experience.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance.

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

- Planning, organization, control, and direction of the District's workers' compensation, and employee benefits program.
- Claims handling procedures.
- Insurance providers.
- Budget preparation and control.
- Applicable laws, codes, regulations, policies, and procedures related to benefits, worker's compensation, payroll, and risk management.
- School district organization, operations, and objectives.
- Interpersonal skills using tact, patience, and courtesy.
- Effective oral and written communication skills.
- Principles and practices of management, supervision, and training.
- Evaluation approaches, strategies, and techniques.
- Operation of a computer and related software.

ABILITY TO:

- Plan, organize, control, and direct the District's employee benefits program and workers' compensation program.
- Review and analyze the District's current position for compliance.
- Establish and maintain cooperative and effective working relationships with others.
- Lead and work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities.
- Communicate effectively, both orally and in writing.
- Interpret, apply, and explain rules, regulations, policies, and procedures.
- Analyze situations accurately, and adopt an effective course of action.
- Work independently with little direction.
- Plan and organize work to meet schedules and timelines.
- Prepare comprehensive narrative and statistical reports.
- Supervise and evaluate the performance of assigned staff.
- Operate a computer and related software.
- Meet state and District standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:**SAMPLE ENVIRONMENT:**

Office environment; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, view a computer monitor, monitor programs, and assure compliance; sit or stand for extended periods of time; bend at the waist, and reach overhead, above the shoulders, and horizontally to retrieve and store files; and lift light objects.

SAMPLE HAZARDS:

Occasional contact with dissatisfied or abusive individuals.

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Materials Lab and Mail Technician	CLASSIFICATION:	Classified Non-Management (SEIU/Office-Technical)
SERIES:	None	FLSA:	Non-Exempt
JOB CLASS CODE:	9877	WORK YEAR:	12 Months
DEPARTMENT:	Assigned Location	SALARY:	Range 52 Salary Schedule C
REPORTS TO:	Purchasing Manager	BOARD APPROVAL:	06-17-04
		HR REVISION:	06-06-12
		HR REVISION:	07-21-23
		CABINET APPROVAL:	09-05-23

BASIC FUNCTION:

Perform technical, specialized duties in the day-to-day operation of the Materials Development Lab; operate and maintain specialized equipment used in the development of instructional materials. Perform duties in the operation of the Mailroom; collect, sort, collate and distribute U.S. and interoffice mail within the District office and adjoining departments; prepare outgoing interoffice mail to central warehouse; meter outgoing U.S. mail and deliver to Post Office.

DISTINGUISHING CHARACTERISTICS:

The Materials Lab and Mail Technician classification operates duplication and photocopy equipment, and performs other finishing work as directed and in-district and U.S. mail-processing activities. Incumbents in the Print Shop Technician II classification operate digital high-speed printing equipment and offset presses requiring specialized training in press operation and technical computerized equipment, including multi-color registration.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Operate digital and color copiers, laminators, risographs, enlargement machines, binding machines, paper cutters, folder-sealer machine, poster printers, and other related equipment used in the lab; utilize computer software programs to design and typeset a wide variety of documents, forms, and flyers. **E**

Assist teachers, parents, and district staff in the use of lab equipment and materials; make suggestions regarding development of creative instructional materials for use in the classroom. **E**

Receive and review incoming job orders; plan, organize, prioritize, and schedule reproducing and printing work; estimate cost of materials and labor according to established procedures. **E**

Communicate with district personnel and departments to provide technical information, coordinate activities, and resolve issues, concerns, or questions regarding design, format, and scheduling of special printing work; confer with district personnel regarding reproduction and printing needs. **E**

Initiate, compile, and prepare daily and monthly reports of lab usage and submit for billing; order all supplies and equipment including inks, toners, papers, and replacements parts. **E**

Prepare, finalize, and distribute all lab schedules and routine correspondence concerning lab usage and procedures; train and provide work direction to others. **E**

Operate, program, repair, and maintain a wide variety of machines used in the lab to ensure maximum efficiency and productivity; initiate and prepare equipment renewal maintenance agreements. **E**

Receive and stock inventory of materials and supplies; unload paper supplies, and rotate stock; maintain inventory according to established guidelines; check out, clean, and maintain media equipment, including overhead projectors and audiovisual screens. **E**

Operate a paper-cutting machine to trim and cut large paper stock to appropriate size and dimensions; collate, assemble, hole punch, bind, staple, and package reproduced materials. **E**

Operate a computer and related software to input, output, update, and access a variety of records and information; generate records, reports, lists, and summaries; operate standard office equipment. **E**

Operate, program, maintain, and troubleshoot high performance mail metering machine. Process and weigh various classes and certified mail to ensure proper postage is applied; submit department postage meter billing charges; maintains records of receipts, and other required information; replenishes postage on the postage meter as needed.

Communicate and assist district staff and departments in the planning of time sensitive and bulk mailings; perform mail collection and distribution rounds to district office and adjoining departments; keep current with USPS postage rates.

Collect, sort, and distribute inter-office and U.S. mail for the central mail section; coordinate the time schedule for pick-up and delivery of mail; count out and distribute administrative circulars and bulletins; communicate to district personnel the U.S. Postal and district mailing rules and regulations, and act as a liaison with district sites.

Bundle and bag outgoing mail; load and unload route mail, boxes, and equipment, and transport to central receiving for pickup; load bags onto mail cart; move to destination and unload; operate postage meter and scale; calculate mailing costs by location; record certified, registered, and insured U.S. mail; and prepare charge slips based upon weight, destination, and class; keep abreast of U.S. Postal Regulations.

Prepare metered, stamped, box and flat, periodicals, and bulk mailing; redirect metered mail; fill out required documents for mailing services pick-up.

Provide minor maintenance and repair to district postal machine to minimize downtime; maintain a positive balance of district postal meter machine.

Perform heavy lifting, carrying, pushing, and pulling of packages, boxes, equipment, completed print jobs, and pallets of supplies; operate a vehicle to conduct work. **E**

Work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: associate's degree, and four years experience in Microsoft Office software programs, and materials lab production equipment and skills.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license, and provide proof of insurance; employee entrance evaluation (lifting test). Overall scores in computer software testing program preferred as follows:

Keyboarding.....55 Correct WPM
Word.....80% Overall Score
Excel.....80% Overall Score

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

- Principles, processes, and equipment used in digital and color copiers.
- Operation of digital and color print copiers and other related equipment.
- Operation of high performance postage meter machine
- Inks, toner, and paper stock used in printing.
- District policies and procedures related to assigned duties.
- USPS policies and procedures related to assigned duties.
- Record keeping techniques.
- Operation of a computer, related software, audiovisual equipment, and standard office equipment.
- Correct English usage, grammar, spelling, punctuation, and vocabulary.
- Oral and written communication skills.
- Interpersonal skills using tact, patience, and courtesy.
- Principles and practices of providing work direction and guidance to others.
- Health and safety regulations.

ABILITY TO:

- Perform the basic function of the position.
- Repair, program, and maintain a wide variety of machinery related to assigned duties.
- Produce quality printed work according to established production standards.
- Maintain records and prepare reports.
- Be organized and efficient.
- Communicate effectively, both orally and in writing.
- Establish and maintain cooperative and effective working relationships with others.
- Complete work with many interruptions.
- Operate a computer, related software, audiovisual equipment, and standard office equipment.
- Work independently with little direction.
- Work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities.
- Lift, carry, push, and pull heavy packages, boxes, equipment, completed print jobs, and pallets of supplies.
- Train and provide work direction to others.
- Meet state and district standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:**SAMPLE ENVIRONMENT:**

Materials lab environment; subject to noise from equipment operation, and fumes from ink and cleaning compounds; drive a vehicle to conduct work; constant interruptions.

Mailroom environment; subject to high volume incoming and outgoing mail; noise from equipment operation; standing for a period of time; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Sit or stand for extended periods of time; dexterity of hands and fingers to operate a computer keyboard and other equipment; reach overhead, above the shoulders, and horizontally; bend at the waist or crouch to retrieve and store files and supplies; hear and speak to exchange information; see to read, prepare, and proofread documents related to assigned activities and view a computer monitor; lift, carry, push, and pull heavy packages, equipment, boxes, completed print jobs, and pallets of supplies.

SAMPLE HAZARDS:

Exposure to chemical fumes and chemicals/solvents on hands; heat from laminating machines; cuts from paper and paper cutters.

Former Classification: Materials Lab Technician

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Professional Development Specialist	CLASSIFICATION:	Classified Non-Management (SEIU/Professional Unit)
SERIES:	None	FLSA:	Non-Exempt
JOB CLASS CODE:	9875	WORK YEAR:	12 Months
DEPARTMENT:	Curriculum and Instruction	SALARY:	Range 73 Salary Schedule C
REPORTS TO:	Assigned Supervisor	CABINET APPROVAL:	5-16-23
		HR APPROVAL:	5-16-23

BASIC FUNCTION:

Under general supervision, the Professional Development Specialist will be the lead to coordinate and perform highly responsible and professional development administrative duties requiring independent judgment and analysis for the smooth and efficient internal operations of district professional development and learning. The position will require specialized knowledge and independent judgment involving frequent and responsible public communication; provide appropriate guidance on eligibility and submittals; and conduct high volume of data collection and entries for accurate reporting.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Create, maintain, and monitor Common Planning Time records. Professional Growth records, databases, and other related documents. **E**

Prepare training materials, reports, and other documents for the Curriculum Instruction Department. **E**

Process records according to established guidelines, and procedures, schedule appointments, and record information in various computer database systems. **E**

Establish and implement innovative staff development, workshops, and training to strengthen professional skills of employees. **E**

Participate in relevant and necessary conferences and trainings, inspire a commitment to personal growth and professional development, and provide consistency to the overall operations of the District. **E**

Deliver training to employees using a variety of instructional techniques. **E**

Conduct ongoing organizational learning needs assessments, and conduct skills assessment proficiency of staff to determine identify skill gaps and areas of improvement and determine the professional development needs. **E**

Assist in locating and arranging for training and development facilities and speakers/instructors or other trainers. **E**

Perform difficult and complex research and analysis pertaining to management/employee training and staff

development, organizational development, and program management; prepare and present reports, proposals,

Create, maintain, and submit payroll docking of required hours not being completed in accordance with District Common-Planning Guidelines; perform a variety of professional development functions to include, professional growth units earned for salary advancement. **E**

Assist with the prior approval documentation process; prepare, review, compose and facilitate the distribution of prior approval correspondence and related materials; refer difficult prior approvals to the Director as necessary; oversee the preparation and processing of denial letters; maintain computerized prior approval log. **E**

Assess requested authorizations for Common Planning Time requirements to assure compliance of attended workshops; evaluate professional learning activities to determine eligibility for required professional development hours. **E**

Focus on supporting the implementation and maintenance of a fully on-line Professional Development operation. **E**

Provide a variety of professional development resources to all District employees and departments on how to start and maintain and improve work-related skills. **E**

Advertise, coordinate, and communicate training and development programs, goals, and outcomes verbally and in writing. **E**

Administer all aspects of training implementation including professional growth opportunities, participant confirmation, coordinating, and tracking employee attendance and participation. **E**

Partner with District leaders to ensure the professional development of diverse staff and those on flexible schedules are being addressed. **E**

Recognize and advocate employees' added value of professional development participation; encourage employees' continuous learning. **E**

Interpret Common Planning Time requirements and guidelines for the department and impacted District staff. **E**

Act as a lead professional development database administrator; research and analyze information from the database.

Maintain the electronic registration system for professional development; make recommendations for system enhancements to improve quality of service to employees; communicate with Technology Department to perform diagnostic investigation of electronic registration system. **E**

Coordinate the collection, preparation, and maintenance of data reports required by District personnel, and/or state and federal agencies; and provide information as requested. **E**

Provide excellent customer service by establishing positive relationships with District personnel, applicants, representatives from external organizations, and others; use a professional tone and discretion; respond to phone calls, emails, letters, and other communications. **E**

Work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities. **E**

Operate a computer and related software to input, output, update, and access a variety of records and information; generate records, reports, lists, and summaries; compose reports independently, and prepare and edit letters, memos, forms, and other documents as required. **E**

Prepare and store documents using modern and relevant office equipment and technology including computers, scanners, copiers, and electronic storage devices to understand indexing parameters and procedures. **E**

Promote teamwork by sharing knowledge, providing cross-training for other employees, cooperating with others, participating in meetings and work groups, and supporting the goals and objectives of the District and the department. **E**

Develop a professional relationship and connect as a trusted and respected peer with partners, consultants, vendors, outside agencies, and colleagues, cooperating with others, participating in meetings and work groups, and supporting the goals and objectives of the District and the department. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: bachelor's degree, with a major in personnel, public or business administration or a related field, and six (6) years of increasingly responsible personnel or professional development experience. Experience working in a large school district preferred.

LICENSES AND OTHER REQUIREMENTS:

Overall scores in computer software testing program preferred as follows:

Keyboarding60 Correct WPM

Word95% Overall Score

Excel.....95% Overall Score

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- District and personnel policies, procedures, and terminology.
- State and/or federal laws and regulations pertaining to credentials.
- Certificated classifications and assignment practices.
- Knowledge of union bargaining unit agreements.
- Principles and practices of employee training and development.
- Variety of training programs for employee development.
- Manage logistics of the training program.
- Develop positive working relationships with all levels within an organization.
- Establish and maintain effective communications with educational institutions, vendors, governmental agencies, and other outside contacts.
- Deal with giving and receiving constructive feedback in a positive manner.
- Speak effectively and convey ideas clearly while facilitating group discussions and training sessions.
- Electronic document imaging, and applicant tracking systems.
- Record-keeping techniques, filing systems, and information management.
- Operation of a computer, related software, and standard office equipment.
- Fair and Equal Opportunity policies and regulations.
- Correct English usage, grammar, spelling, punctuation, and vocabulary.
- Effective interpersonal skills using tact, patience, and courtesy.
- Oral written communications skills.
- Health and safety regulations.

ABILITY TO:

- Proactive self-starter; resourceful problem solver.
- Perform the basic function of the position.
- Read, interpret, apply, and explain rules, regulations, policies, and procedures related to credentialing.

- Learn and apply rules and regulations related to credentialing in the State of California.
- Work with school improvement initiatives that close the student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities.
- Operate electronic document imaging and applicant tracking systems.
- Analyze data; prepare and maintain statistical data and other records.
- Operate a computer, scanner, related software, and standard office equipment.
- Meet schedules and timelines, and complete work with many interruptions.

- Lift light objects according to safety regulations.
- Establish and maintain cooperative and effective working relationships.
- Communicate effectively, both orally and in writing.
- Meet state and District standards of professional conduct as outlined in Board Policy.
- Work confidentially with discretion.

WORKING CONDITIONS:**SAMPLE ENVIRONMENT:**

Fast-paced office environment with fixed deadlines; constant interruptions.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone or computer, dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time; bend at the waist, reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects.

SAMPLE HAZARD:

Occasional contact with dissatisfied or abusive individuals.

(Former Classification: Professional Development Technician)

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description**

TITLE:	Specialist, Youth Development	CLASSIFICATION:	Non-Represented Management, Classified
SERIES:	Specialist III	FLSA:	Exempt
JOB CLASS CODE:	1937	WORK YEAR:	12 Months
DEPARTMENT:	Youth Development	SALARY:	Range 7 Salary Schedule A
REPORTS TO:	Director, Youth Development	CABINET APPROVAL:	09-05-23
		HR REVISION:	08-17-23
		BOARD APPROVAL:	06-22-10

BASIC FUNCTION:

Assist in the development, coordination, and implementation of the Youth Development, Alcohol, Tobacco, Child Welfare and Attendance, Drug-Free Education, Expanded Learning (before, after, summer and intersessions) Programs, Student Leadership Programs, Youth Employment Programs, , and Foster Youth Programs that meet the educational, health, social services, and other needs of families and children.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Coordinate teachers, subcontractors, and volunteers to provide optimum level of service to families, children, youth, and parents as it relates to youth development and engagement. **E**

Plan youth development and Expanded Learning program activities at designated school sites. **E**

Develop, implement and manage Youth Employment Programs for high school youth throughout the school year. **E**

Develop, implement and manage college mentor program in partnership with other departments and collaborate with various high school site administrators and counselors. **E**

Manage partnerships with community based supplemental providers who offer direct services at the sites. **E**

Develop, implement and manage field trip logistics and travel opportunities for K-12 students. **E**

Collaborate with other District departments to develop anti-racist strategies, communications, healing circles, youth centered intervention work that occurs during moments of community based crisis. **E**

Coordinate and manage partnerships with multiple departments to develop and maintain student leadership programs. **E**

Coordinate hiring process for High School youth; interview, select, and train. **E**

Initiate and coordinate the following: youth assessments, Youth Development Program Coordinated Compliance Reviews (CCRs), referrals to direct service personnel and linkages to the Student Study Team (SST), Student Assistance Review Board (SARB), and other government and community agencies. **E**

Act as a communication liaison between the school site administration and Youth Development Program staff, the Family Resource Centers, key Multidisciplinary Team partners, and the Director, Youth Development. **E**

Manage designated programs in core areas, such as Tobacco Use Prevention Education (TUPE), drug and alcohol use prevention/intervention, character education, youth asset development and resiliency, after school services, program monitoring and evaluation. **E**

Serve on various community and district committees or organizations in a leadership and/or advisory capacity on matters relevant to Youth Development Program services and other learning support services. **E**

Oversee Student Advisory Councils and Youth Ambassador Programs to promote authentic youth voice throughout the district; expand Youth Ambassador and leadership throughout the district K-12. **E**

Lead and work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities. **E**

Plan staff development activities as related to Youth Development Program services for school staff and Family Resource Center staff. **E**

Coordinate Youth Development and Student Conferences; develop and maintain youth development database. **E**

Coordinate professional development for staff, teachers, and students; assist in coordinating youth interns for the Youth Development Department. **E**

Direct the preparation and maintenance of a variety of narrative and statistical reports, records, correspondence, and files related to assigned services, activities, and operations; operate a computer. **E**

Assist with the preparation and submission of reports as required by the California Department of Education or the funding source. **E**

Assist school staffs in the areas of youth development, parent involvement, and parent education. **E**

Assist in the development and implementation of community-wide youth development projects (i.e., job fairs, health fairs, dental screenings, immunizations, etc.) through coordinating with existing district resources and community resources. **E**

Promote youth development activities and opportunities through newsletters, special announcements, programs, and other marketing methods. **E**

Communicate and collaborate with other administrators, district personnel, and outside organizations to coordinate activities and programs, resolve issues and conflicts, and exchange information; model district standards of ethics and professionalism. **E**

Identify and coordinate funding sources and mechanisms for sustainability. **E**

Assist in identifying the special service needs of identified students and families. **E**

Assist with the preparation of the annual budget; analyze and review budgetary and financial data; monitor and authorize expenditures in accordance with established guidelines. **E**

Supervise, evaluate, and hold accountable the performance and professionalism of assigned staff; interview and select employees, and recommend transfers, reassignments, terminations, and disciplinary actions; plan, coordinate, and arrange for appropriate training of assigned staff. **E**

Prepare and manage sensitive or confidential information of students. **E**

Perform related duties as assigned.

TRAINING, EDUCATION, AND EXPERIENCE:

Any combination equivalent to: bachelor's degree, and three years increasingly responsible experience in an administrative or supervisory position with a background in community-based organizations or public/private schools.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license; provide personal automobile and proof of insurance; Administrative Services Credential and/or Pupil Personnel Services Credential preferred.

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

Planning, organization, and coordination of the district Youth Development Programs.
Coordinated Compliance Review.
Budget preparation and control.
Principles and practices of management.
Applicable laws, codes, regulations, policies, and procedures.
School district organization, operations, policies, regulations, and procedures.
Policies, objectives, and terminology of the Youth Development Program.
Interpersonal skills using tact, patience, and courtesy.
District organization, operations, policies, and procedures on student safety.
District Organizational Chart
District hiring practices.
Effective oral and written communication skills.
Principles and practices of management, supervision, and training.
Evaluation approaches, strategies, and techniques.
Operation of a computer and related software.

ABILITY TO:

Assist in the development, coordination, and implementation of the Youth Development, Alcohol, Tobacco, Child Welfare and Attendance, Drug-Free Education, After School, and Foster Youth Programs that meet the educational, health, social services, and other needs of families and children.
Create innovative programming for students.
Establish and maintain effective working relationships with staff, parents, and the public.
Lead and work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities.
Communicate effectively, both orally and in writing.
Read, interpret, apply, and explain rules, regulations, policies, and procedures.
Analyze situations accurately, and adopt an effective course of action.
Plan and organize work to meet schedules and timelines
Prepare comprehensive narrative and statistical reports.
Supervise and evaluate the performance of assigned staff.
Operate a computer and related software.
Meet state and district standards of professional conduct as outlined in Board Policy.

WORKING CONDITIONS:**SAMPLE ENVIRONMENT:**

Office environment; drive a vehicle to conduct work.

SAMPLE PHYSICAL ABILITIES:

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor;

sit or stand for extended periods of time; bend at the waist, and reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects.

(Former Classification: Specialist II, Youth Development)

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Position Description**

TITLE:	Chef/Trainer, Supervisor	CLASSIFICATION:	Non-Represented Supervisor, Classified
SERIES:	Supervisor I	FLSA:	Exempt
JOB CLASS:	9872	WORK YEAR:	12 Months
DEPARTMENT:	Nutrition Services Department	SALARY:	Range 13 Salary Schedule G2
REPORTS TO:	Manager, Central Kitchen	CABINET APPROVAL:	08-07-23
		HR REVISION:	07-21-23
		CABINET REVISION:	05-23-19
		BOARD REVISION:	11-03-05
		BOARD APPROVAL:	02-05-04 05-20-02

BASIC FUNCTION:

Under the direction of the Executive Director, Nutrition Services, the Chef/Trainer is responsible for culinary, health, and safety training of food service assistants. The Chef/Trainer will inspire consistency and quality assurance through training and mentoring of the food service staff assigned to school sites. The Chef/Trainer will collaborate with the menu development team to develop and design recipes, menus, production standards, cooking processes, methods and procedures for food storage, preparation, and transport and delivery.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)

Supervise finalizing recipe development in collaboration with the menu development team to maximize locally sourced ingredients and farm fresh fruits and vegetables within 250 miles of the District, when practicable, to enhance the taste and quality of our school meals and to support the Farm to Fork efforts of the Sacramento Region. **E**

Develop and monitor innovative recipes and menus to reflect culinary trends for a diverse population of student taste preferences. **E**

Travel to school sites and oversee kitchen work production and quality assurance of food taste and presentation. **E**

Provide technical guidance and supervision of food service staff to ensure compliance, consistency, and of food production standards and recipe standardization. **E**

Supervise, evaluate, train, and direct the performance of assigned staff, and participate in the interview and selection of new employees; process personnel records; make staffing recommendations; discipline assigned staff according to District policies and procedures. **E**

Collaborate with nutrition supervisors to ensure on-going monitoring and accountability of staff knowledge and performance. **E**

Provide continuing hands-on training, guidance, oversight, and accountability to industry-level culinary to ensure compliance, consistency, and quality assurance in food production standards. **E**

Prioritize, schedule and supervise work of assigned personnel; train, direct, discipline, supervise, evaluate assigned staff; and participate in the selection of new employees as directed. **E**

Supervise the cleanliness of kitchen facilities and equipment based on approved Hazardous Analysis Critical Control Points (HACCP) safety standards which includes disassembling, sanitizing and reassembling large equipment parts; sanitation of food contact surfaces, food containers and food service equipment; and deep cleaning of ovens, food racks, carts, refrigerators, chillers and other foodservice equipment. **E**

Develop, implement, and monitor measures to minimize food costs at school sites including meal production forecasting, ordering, portion, and inventory controls. **E**

Promote student involvement by engaging student feedback on recipe and menu development and interact as District liaison with youth advisory committees and other various student groups. **E**

Work with department personnel to execute special student and District activities and events including cooking demonstrations or media events. **E**

Conduct recipe development, testing, and revisions with a focus on efficient utilization of USDA commodity foods including meal crediting calculations, scaling, and food and labor costing for large quantities. **E**

Collaborate with community Chefs from the Sacramento region for recipe, menu development, and marketing. **E**

Interpret and apply federal U.S. Department of Agriculture and California Department of Education policies, rules, and regulations as they apply to the nutritional and operational requirements of the National School Lunch (NSL) and School Breakfast Programs (SBP), Child and Adult Care Food Program (CACFP), At Risk Supper Program, Summer Feeding Program (SFP) and After School Snack Program (ASSP) and other federal and state regulations. **E**

Attend restaurant and school food service conference and workshops and maintain professional culinary contacts to remain current on restaurant and food service industry trends. **E**

Develop and oversee food safety training and knowledge of health and safety requirements including sanitation and maintenance for commercial food production; monitor food service staff to ensure adherence to appropriate Hazard Analysis and Critical Control Points (HACCP) food safety and sanitation practices. **E**

Safeguard all food handlers work practices by implementing training programs to increase their knowledge about safety, hygiene and accident prevention techniques. Oversee department's safety committee and safety protocols and review safe working environments in our school production kitchens. **E**

Plan, organize and conduct workshops, presentations, trainings for school meal program guidelines which include not limited to food preparation, presentation, production planning, and other related topics. **E**

Assist Central Kitchen Manager as needed including training and supervision of central kitchen production team; participate in the development and implementation of goals, objectives, policies, and procedures related to the Nutrition Services Department. **E**

Evaluate equipment and product specifications used in commercial food production and distribution. **E**

Prepare, maintain, and review a variety of records and reports; compose a variety of correspondence. **E**

Maintain open communication and cooperative relationships with others, inspire individual and team development, actively participate in meetings and work groups and support the goals and objectives of the District and the department. **E**

Work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities. **E**

Provide a climate of customer service for our students, district staff, families, and our community. **E**

Perform related duties as assigned.

TRAINING, EDUCATION AND EXPERIENCE:

Any combination equivalent to: associate's degree in culinary arts or related field. A minimum of four (4) years' experience required as a commercial chef in a high volume restaurant, hotel, hospital food service, or school nutrition program and/or management experience with large-scale central production or commissary kitchens.

Substitution: Additional years of qualifying experience may substitute for the required education on a year for year basis.

LICENSES AND OTHER REQUIREMENTS:

Hold a current ServSafe Food Manager Certificate; valid California driver's license; proof of automobile insurance; and require at least 10 hours of annual continuing education and training to meet the USDA Professional Standards for School Nutrition Professionals.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Principles, methods, and techniques of quantity menu design, food preparation, and production including inventory controls.

Institutional food management.

USDA menu planning requirements for ASSP, CACFP, NSLP, SBP, and At Risk Supper.

Proper methods of preparing, cooking, baking, packaging, storing and serving of foods in large quantities.

Pertinent food service sanitation, health, and safety regulations including HACCP food safety system.

Nutrition analysis software.

Applicable sections of the California Education Code, USDA, CDE, and other laws, rules, and regulations related to assigned activities.

Reading and writing English communication skills.

Interpersonal skills using tact, patience, and courtesy.

Correct English usage, grammar, spelling, punctuation, and vocabulary.

District organization, operations, policies, and objectives.

Research methods, report writing techniques, and record-keeping techniques.

Principles and practices of effective management techniques.

Methods of computing food quantities and costs.

Possesses knowledge of principals and methods for effective curriculum and training design, teaching, and instruction for individuals and groups.

Possesses knowledge of use and care of institutional kitchen equipment, appliances, and utensils.

Proper methods of preparing, cooking, baking, packaging, and serving of foods in large quantities. Portion control techniques.

ABILITY TO:

Supervise, plan, organize, coordinate, and direct the food production and service at assigned school sites.

Supervise, evaluate, train, and direct the performance of assigned staff members.

Design and monitor the quality and cost controls of the districts food service program.

Prepare and create a wide variety of cuisines to reflect the diversity of our student population.

Operation of a computer and related software to enter data, maintain records, and generate reports.

Effective public speaking skills.

Operation of a computer and related software to enter data, maintain records, and generate reports.

Plan, schedule, and supervise the work of staff.

Understand and follow complex oral and written instructions and complete assignments in an independent manner

Supervise, evaluate, train, and direct the performance of assigned staff members.

Analyze operational problems, and recommend and implement program improvements.

Research, analyze, compile, maintain statistical records, and prepare comprehensive statistical reports, analyses, and recommendations.

Maintain confidentiality as appropriate.

Communicate effectively including public speaking, and maintain cooperative and effective working relationships with others.

Analyze situations accurately, and adopt an effective course of action.

Work independently with little direction, and meet schedules and timelines.

Compose correspondence and written materials independently.

Utilize effective leadership skills that work well within a team setting.

Meet district standards of professional conduct as outlined in Board Policy.

Detail oriented with time management and organizational skills.

Coordinate and supervise maintenance, repair, and adjustments on machinery and equipment.

Develop and implement methods for cost effective food production.

Operate all kitchen equipment.

Implement food production, packaging, and quality assurance and control methods.

WORKING CONDITIONS:

SAMPLE ENVIRONMENT:

Kitchen environments; subject to heat from ovens, cold from walk-in refrigerators and freezers, intermittent excessive noise.

SAMPLE PHYSICAL ABILITIES:

Hearing and speaking to exchange information in person and on the telephone; lifting, carrying, pushing, or pulling moderately heavy objects; standing and walking for extended periods of time; dexterity of hands and fingers to operate kitchen equipment and a computer terminal; carrying, pushing, or pulling food trays, carts, materials, and supplies; reaching overhead, above the shoulders and horizontally; seeing to assure proper quantities of food; bending at the waist.

SAMPLE HAZARDS:

Exposure to very hot foods, equipment, and metal objects; exposure to sharp knives and slicers; exposure to cleaning agents and pesticides.

(Former Classification Title: Manager, Serna Center Restaurant Operations, Executive Chef/Trainer)



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1k

Meeting Date: June 20, 2024

Subject: Approve Salary Schedules

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Human Resources Services

Recommendation: Approve 2023/2024 Salary Schedules, updated February 1, 2024: Confidential Employees, Non-Represented Management, Non-Represented Supervisors, ROTC (Non-Represented Instructors), and Superintendent's Cabinet.

Background/Rationale: The District has a need to ensure salary schedules are updated, as needed, to align with job descriptions in order to meet evolving needs.

Financial Considerations: N/A

LCAP Goal(s): Safe, Clean and Healthy Schools

Documents Attached:

Salary Schedules:

- Confidential Employees
- Non-Represented Management
- Non-Represented Supervisors
- ROTC (Non-Represented) Instructor
- Superintendent's Cabinet

Estimated Time of Presentation: N/A

Submitted by: Cancy McArn, Chief Human Resources Officer

Approved by: Lisa Allen, Superintendent



Confidential Unit
2023-24 School Year
Salary Schedule F
 Placement of Classes on Ranges
(Effective July 1, 2022)

Job Class Code	Salary Range	Position Classification Title
9873	63	Accounting Analyst
8061	55	Administrative Assistant to the Chief Business Officer
8051	55	Administrative Assistant (Capital Asset Management Services)
8052	55	Administrative Assistant (Education-Instructional Services)
9790	55	Administrative Assistant (Education-Special Education)
9828	55	Administrative Assistant (Facility Support Services)
8053	55	Administrative Assistant (Human Resource Services)
8056	55	Administrative Assistant (Superintendent)
9864	63	Benefits Analyst
9723	55	Board of Education Specialist
8057	63	Budget Analyst
9845	63	Contract Analyst
9858	63	Employee Compensation Analyst
0805	63	Employee Relations Analyst
8050	63	Executive Assistant (Superintendent)
8058	63	Human Resource Services Analyst
9856	63	Human Resource Services, Audit & Compliance Analyst
8059	53	Human Resource Services/Labor Relations Assistant
9819	63	Human Resource Services Special Projects Analyst
9793	63	Human Resource Services Technology Analyst
9662	57	Legal Analyst I
9829	60	Legal Services/Safe Schools Specialist
8060	46	Office Assistant, Fiscal Services

Job Class Code	Salary Range	Position Classification Title
9820	46	Office Assistant, Human Resource Services
9818	46	Office Assistant, State and Federal Programs
9848	46	Office Assistant, Youth Development Support
0425	71	Personnel Specialist
9796	63	Recruitment and Retention Specialist

Salary Schedule F

Effective 7/1/2022, 10% Increase Applied
CONF 23-24 - Updated 2/1/2024

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for Confidential Unit
2023-24 School Year (12 Months)
(Effective July 1, 2022)

SALARY RANGE	STEP 1		STEP 2		STEP 3		STEP 4		STEP 5		STEP 6	
	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly
46	\$5,352	\$30.88	\$5,557	\$32.06	\$5,781	\$33.35	\$6,003	\$34.63	\$6,250	\$36.06	\$6,487	\$37.43
47	\$5,454	\$31.47	\$5,666	\$32.69	\$5,870	\$33.87	\$6,119	\$35.30	\$6,381	\$36.81	\$6,632	\$38.26
48	\$5,557	\$32.06	\$5,781	\$33.35	\$6,003	\$34.63	\$6,250	\$36.06	\$6,487	\$37.43	\$6,790	\$39.17
49	\$5,666	\$32.69	\$5,870	\$33.87	\$6,119	\$35.30	\$6,381	\$36.81	\$6,632	\$38.26	\$6,905	\$39.84
50	\$5,781	\$33.35	\$6,003	\$34.63	\$6,250	\$36.06	\$6,487	\$37.43	\$6,790	\$39.17	\$7,069	\$40.78
51	\$5,870	\$33.87	\$6,119	\$35.30	\$6,381	\$36.81	\$6,632	\$38.26	\$6,905	\$39.84	\$7,209	\$41.59
52	\$6,003	\$34.63	\$6,250	\$36.06	\$6,487	\$37.43	\$6,790	\$39.17	\$7,069	\$40.78	\$7,358	\$42.45
53	\$6,119	\$35.30	\$6,381	\$36.81	\$6,632	\$38.26	\$6,905	\$39.84	\$7,209	\$41.59	\$7,519	\$43.38
54	\$6,250	\$36.06	\$6,487	\$37.43	\$6,790	\$39.17	\$7,069	\$40.78	\$7,358	\$42.45	\$7,690	\$44.37
55	\$6,381	\$36.81	\$6,632	\$38.26	\$6,905	\$39.84	\$7,209	\$41.59	\$7,519	\$43.38	\$7,830	\$45.17
56	\$6,487	\$37.43	\$6,790	\$39.17	\$7,069	\$40.78	\$7,358	\$42.45	\$7,690	\$44.37	\$8,003	\$46.17
57	\$6,632	\$38.26	\$6,905	\$39.84	\$7,209	\$41.59	\$7,519	\$43.38	\$7,830	\$45.17	\$8,163	\$47.09
58	\$6,790	\$39.17	\$7,069	\$40.78	\$7,358	\$42.45	\$7,690	\$44.37	\$8,003	\$46.17	\$8,349	\$48.17
59	\$6,905	\$39.84	\$7,209	\$41.59	\$7,519	\$43.38	\$7,830	\$45.17	\$8,163	\$47.09	\$8,521	\$49.16
60	\$7,069	\$40.78	\$7,358	\$42.45	\$7,690	\$44.37	\$8,003	\$46.17	\$8,349	\$48.17	\$8,702	\$50.20
61	\$7,209	\$41.59	\$7,519	\$43.38	\$7,830	\$45.17	\$8,163	\$47.09	\$8,521	\$49.16	\$8,895	\$51.32
62	\$7,358	\$42.45	\$7,690	\$44.37	\$8,003	\$46.17	\$8,349	\$48.17	\$8,702	\$50.20	\$9,090	\$52.44
63	\$7,519	\$43.38	\$7,830	\$45.17	\$8,163	\$47.09	\$8,521	\$49.16	\$8,895	\$51.32	\$9,302	\$53.67
64	\$7,690	\$44.37	\$8,003	\$46.17	\$8,349	\$48.17	\$8,702	\$50.20	\$9,090	\$52.44	\$9,511	\$54.87
65	\$7,830	\$45.17	\$8,163	\$47.09	\$8,521	\$49.16	\$8,895	\$51.32	\$9,302	\$53.67	\$9,720	\$56.08
66	\$8,003	\$46.17	\$8,349	\$48.17	\$8,702	\$50.20	\$9,090	\$52.44	\$9,511	\$54.87	\$9,934	\$57.31
67	\$8,163	\$47.09	\$8,521	\$49.16	\$8,895	\$51.32	\$9,302	\$53.67	\$9,720	\$56.08	\$10,156	\$58.59
68	\$8,349	\$48.17	\$8,702	\$50.20	\$9,090	\$52.44	\$9,511	\$54.87	\$9,934	\$57.31	\$10,383	\$59.90
69	\$8,521	\$49.16	\$8,895	\$51.32	\$9,302	\$53.67	\$9,720	\$56.08	\$10,156	\$58.59	\$10,617	\$61.25
70	\$8,702	\$50.20	\$9,090	\$52.44	\$9,511	\$54.87	\$9,934	\$57.31	\$10,383	\$59.90	\$10,860	\$62.65
71	\$8,895	\$51.32	\$9,302	\$53.67	\$9,720	\$56.08	\$10,156	\$58.59	\$10,617	\$61.25	\$11,103	\$64.06
72	\$9,090	\$52.44	\$9,511	\$54.87	\$9,934	\$57.31	\$10,383	\$59.90	\$10,860	\$62.65	\$11,382	\$65.67
73	\$9,302	\$53.67	\$9,720	\$56.08	\$10,156	\$58.59	\$10,617	\$61.25	\$11,103	\$64.06	\$11,668	\$67.32

Longevity Increment: Effective June 1, 2008, a \$783 annual stipend after completion of 10, 16, 19, 22, and 25 years of credited service. **In-Service Growth:** Effective July 1, 1990, a stipend of \$5.00 per month, per semester unit of credit may be earned after three years of service, for up to a total of 32 units. Effective May 1, 2006, the compensation per unit of allowable credit and maximum number of units shall be increased as follows: 0 - 6.5 units = \$6; 7 - 13.5 units = \$7; 14 - 20.5 units = \$8; 21 - 48 units = \$9; 49 - 60 units = \$10. District and/or union sponsored training programs will receive credit of one unit per 16 hours of training. **Hourly Rates:** Computed on the basis of 173.333 average work-hours per month.

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for Confidential Unit
2023-24 School Year (12 Months)
(Effective July 1, 2022)

Hourly	Daily	Monthly	Yearly
\$30.88	\$247.04	\$5,352	\$64,224
\$31.47	\$251.76	\$5,454	\$65,448
\$32.06	\$256.48	\$5,557	\$66,684
\$32.69	\$261.52	\$5,666	\$67,992
\$33.35	\$266.80	\$5,781	\$69,372
\$33.87	\$270.96	\$5,870	\$70,440
\$34.63	\$277.04	\$6,003	\$72,036
\$35.30	\$282.40	\$6,119	\$73,428
\$36.06	\$288.48	\$6,250	\$75,000
\$36.81	\$294.48	\$6,381	\$76,572
\$37.43	\$299.44	\$6,487	\$77,844
\$38.26	\$306.08	\$6,632	\$79,584
\$39.17	\$313.36	\$6,790	\$81,480
\$39.84	\$318.72	\$6,905	\$82,860
\$40.78	\$326.24	\$7,069	\$84,828
\$41.59	\$332.72	\$7,209	\$86,508
\$42.45	\$339.60	\$7,358	\$88,296
\$43.38	\$347.04	\$7,519	\$90,228
\$44.37	\$354.96	\$7,690	\$92,280
\$45.17	\$361.36	\$7,830	\$93,960
\$46.17	\$369.36	\$8,003	\$96,036
\$47.09	\$376.72	\$8,163	\$97,956
\$48.17	\$385.36	\$8,349	\$100,188
\$49.16	\$393.28	\$8,521	\$102,252
\$50.20	\$401.60	\$8,702	\$104,424
\$51.32	\$410.56	\$8,895	\$106,740
\$52.44	\$419.52	\$9,090	\$109,080
\$53.67	\$429.36	\$9,302	\$111,624
\$54.87	\$438.96	\$9,511	\$114,132
\$56.08	\$448.64	\$9,720	\$116,640
\$57.31	\$458.48	\$9,934	\$119,208
\$58.59	\$468.72	\$10,156	\$121,872
\$59.90	\$479.20	\$10,383	\$124,596
\$61.25	\$490.00	\$10,617	\$127,404
\$62.65	\$501.20	\$10,860	\$130,320
\$64.06	\$512.48	\$11,103	\$133,236
\$65.67	\$525.36	\$11,382	\$136,584
\$67.32	\$538.56	\$11,668	\$140,016

Salary Schedule - Hourly: F-H; Monthly: F-M

Effective 7/1/2022, 10% Increase Applied

CONF 23-24 - Updated 2/1/2024



Non-Represented Management
Annual Rate Salary Schedule A
2023-24 School Year
(Effective July 1, 2023)

Job Class Code and Classification Title	CE CL	Range	Cal	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Deputy Chief 9861 Deputy Chief of Academics	 CE	 27	 X	 \$152,629	 \$159,622	 \$166,961	 \$174,668	 \$182,764	 \$191,257
Assistant Superintendent 9768 Business Services 1939 Curriculum and Instruction 9869 Early Learning and Care 9770 Facility Support Services 9884 Human Resources 9733 Instructional Assistant Superintendent 9885 Labor Relations 9779 Special Education, Innovation, and Learning 9730 Student Support Services	 CL CE CE CL CL CE CL CE CE	 24	 X	 \$142,649	 \$149,144	 \$155,957	 \$163,107	 \$170,624	 \$178,514
Executive Director 9860 LCAP (Local Control Accountability Plan) 9792 Nutrition Services, Central Kitchen and Distribution Services 9842 Student Support and Health Services	 CL CL CE	 23	 X	 \$141,682	 \$145,807	 \$152,461	 \$159,448	 \$166,779	 \$174,471

Job Class Code and Classification Title	CE CL	Range	Cal	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Director III		19	X	\$127,571	\$133,301	\$139,328	\$145,655	\$152,304	\$159,270
9782 Accounting Services	CL								
6024 Adult Education	CL								
1919 Child Development	CE								
4936 Enrollment Center	CL								
9772 Facilities Management, Maintenance and Operations and Resource Management	CL								
9728 Guidance & Counseling	CE								
9777 Multilingual Education, Teaching and Learning	CE								
9835 Multi-Tiered Systems of Support (MTSS)	CE								
9839 Professional Learning, Educator & Leadership Development	CE								
9836 Professional Learning, Culture, Climate & SEL	CE								
9837 Professional Learning,	CE								
9838 Professional Learning, Mathematics & Sciences	CE								
9734 Special Education Local Plan Area (SELPA)	CE								
9824 State and Federal Programs	CE								
9713 Strategy and Innovation	CL								
9847 Student and Data Systems	CL								
6030 Student Services/Alternative Education	CE								
9855 Summer School & Extended Learning Opportunities									
0214 Youth Development	CE								
Director II		17	X	\$122,038	\$127,494	\$133,236	\$139,261	\$145,573	\$152,213
9886 Capital Projects, Facilities, and Resource Management	CL								
9816 Constituent Services	CL								
5057 Employee Relations	CL								

Job Class Code and Classification Title	CE CL	Range	Cal	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Director II <i>(Continued)</i> 0204 Human Resource Services 9735 Office of Safe Schools 9891 Payroll Operations 9840 Risk Management and Employee Benefits 9834 Talent Management	CL CL CL CL CL	17	X	\$122,038	\$127,494	\$133,236	\$139,261	\$145,573	\$152,213
Director I 9832 Attendance and Engagement 9787 Transportation Services	CL CL	15	X	\$116,773	\$121,975	\$127,431	\$133,164	\$139,181	\$145,506
Coordinator*/ Manager III** 9814 Assistant In-House Council 6015 Adult Education* 9895 Business Systems Administrator* 1972 Database Administrator* 9850 Facilities Maintenance** 4921 Facilities Project Manager** 9863 Position Control System** 0104 Youth Development*	CL CE CL CL CL CL CL CL	13	X	\$111,760	\$116,720	\$121,906	\$127,361	\$133,097	\$139,110
Coordinator* / Manager II** 9874 Accounting Services** 9775 Assistant Director, Nutrition Services 9798 Board Certified Behavior Analyst (BCBA) 9813 Budget Services** 9823 College and Career Experience* 0424 Communications Officer** 9736 Community Engagement** 1984 District Operations and Security Services** 9857 Employee Compensation**	CL CL CL CL CL CL CL CL CL	11	X	\$106,997	\$111,705	\$116,655	\$121,842	\$127,296	\$133,021

Job Class Code and Classification Title	CE CL	Range	Cal	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Coordinator* / Manager II** <i>(Continued)</i>		11	X	\$106,997	\$111,705	\$116,655	\$121,842	\$127,296	\$133,021
1906 Environmental Sustainability	CL								
9846 Facilities Planning**	CL								
1964 Grant Writer*	CL								
1978 Health Services*	CL								
9851 Human Resource Services, Change Management*	CL								
9887 Internal Auditor*	CL								
9708 K-12 Project Manager**	CL								
9765 Nutrition Program**	CL								
1955 Purchasing Services**	CL								
9751 Research and Data*	CL								
9876 Risk Management & Employee Benefits	CL								
6044 Student Information Systems	CL								
1986 Work-Based Learning	CL								
Coordinator* / Manager I**		9	X	\$102,456	\$106,938	\$111,650	\$116,590	\$121,778	\$127,230
9764 Central Kitchen**	CL								
9766 Nutrition Services Procurement & Warehouse**	CL								
9833 Safety Intervention and Response	CL								
9865 Title IX*	CL								
Coordinator* / Manager I**		9	T	\$97,661	\$101,907	\$106,371	\$111,037	\$115,947	\$121,106
0122 Learning Support Services*	CL								
9769 Mental Health*	CL								
Specialist III		7	X	\$98,139	\$102,403	\$106,879	\$111,592	\$116,527	\$121,714
9712 Attendance and Enrollment	CL								
9892 Cyber Security	CL								
1937 Youth Development	CL								
Specialist II		5	X	\$94,028	\$98,095	\$102,350	\$106,836	\$111,529	\$116,470
5244 Bullying Prevention	CL								

Job Class Code and Classification Title	CE CL	Range	Cal	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Specialist II (Continued)		5	T	\$89,688	\$93,534	\$97,560	\$101,801	\$106,251	\$110,918
9748 District Facility Operations	CL								
9831 District Grounds Maintenance	CL								
9811 Mental Health	CL								
1974 Student, Support Services (Either 5A/5T)	CL								
9811 Mental Health	CL								
1974 Student Support Services (Either 5A/5T)	CL								
Specialist I		3	X	\$90,111	\$93,981	\$98,035	\$102,297	\$106,775	\$111,474
9785 Marketing and Graphic Design	CL								

CE = Certificated; CL = Classified; Cal = Calendar

The annual salaries shown above are derived by multiplying the number of days of required service in a given year (exclusive of legal and Board-granted holidays and vacation) by the daily rates shown in the following table. As of the 2018-19, the number of required days of service for each work-vacation schedule are as follows:

Calendar	# of Work Days	Salary Schedule
C	201	A2
T	211	A5
X	239	A-Annual

Annual career longevity increments of \$1,454 each are added when employee reaches 17, 20, 23, and 25 years of credited service.



Non-Represented Supervisors
Placement of Classes on Ranges
2023-24 School Year
(Effective July 1, 2022)

Job Class Code	Salary Range	Series	Job Class Title
9776	13	Supervisor I	Central Kitchen Floor Supervisor
9872			Chef/Trainer
1417			Food Services – Area
1654			School, Family, and Community Partnerships
9826			Safety Officer
0479	16	Supervisor II	Adult Education
1666			Child Development Registration
9773			Nutrition Services Personnel
1425	19	Supervisor III	Student Services
1407	22	Supervisor IV	Nutrition

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Salary Schedule for Non-Represented Supervisors
2023-24 School Year (12 Months)
(Effective July 1, 2022)

SALARY RANGE	STEP 1		STEP 2		STEP 3		STEP 4		STEP 5		STEP 6	
	Month	Hour	Month	Hour	Month	Hour	Month	Hour	Month	Hour	Month	Hour
13	\$6,101	\$35.20	\$6,349	\$36.63	\$6,617	\$38.18	\$6,893	\$39.77	\$7,186	\$41.46	\$7,489	\$43.21
14	\$6,226	\$35.92	\$6,485	\$37.41	\$6,754	\$38.97	\$7,040	\$40.62	\$7,339	\$42.34	\$7,649	\$44.13
15	\$6,357	\$36.68	\$6,619	\$38.19	\$6,896	\$39.78	\$7,190	\$41.48	\$7,493	\$43.23	\$7,814	\$45.08
16	\$6,487	\$37.43	\$6,758	\$38.99	\$7,042	\$40.63	\$7,344	\$42.37	\$7,655	\$44.16	\$7,987	\$46.08
17	\$6,622	\$38.20	\$6,900	\$39.81	\$7,195	\$41.51	\$7,497	\$43.25	\$7,819	\$45.11	\$8,152	\$47.03
18	\$6,761	\$39.01	\$7,044	\$40.64	\$7,347	\$42.39	\$7,658	\$44.18	\$7,989	\$46.09	\$8,336	\$48.09
19	\$6,903	\$39.83	\$7,197	\$41.52	\$7,500	\$43.27	\$7,824	\$45.14	\$8,158	\$47.07	\$8,515	\$49.13
20	\$7,049	\$40.67	\$7,349	\$42.40	\$7,664	\$44.22	\$7,992	\$46.11	\$8,340	\$48.12	\$8,701	\$50.20
21	\$7,200	\$41.54	\$7,503	\$43.29	\$7,829	\$45.17	\$8,161	\$47.08	\$8,521	\$49.16	\$8,891	\$51.29
22	\$7,351	\$42.41	\$7,668	\$44.24	\$7,996	\$46.13	\$8,344	\$48.14	\$8,704	\$50.22	\$9,089	\$52.44
23	\$7,506	\$43.30	\$7,833	\$45.19	\$8,168	\$47.12	\$8,525	\$49.18	\$8,895	\$51.32	\$9,287	\$53.58
24	\$7,670	\$44.25	\$7,999	\$46.15	\$8,346	\$48.15	\$8,708	\$50.24	\$9,094	\$52.47	\$9,494	\$54.77

Longevity Increment: Effective June 1, 2008, a \$783 annual stipend after completion of 10, 16, 19, 22, and 25 years of credited service. **In-Service Growth:** Effective July 1, 1990, a stipend of \$5.00 per month, per semester unit of credit may be earned after three years of service, for up to a total of 32 units. Effective May 1, 2006, the compensation per unit of allowable credit and maximum number of units shall be increased as follows: 0 - 6.5 units = \$6; 7 - 13.5 units = \$7; 14 - 20.5 units = \$8; 21 - 48 units = \$9; 49 - 60 units = \$10. District and/or union sponsored training programs will receive credit of one unit per 16 hours of training. **Hourly Rates:** Computed on the basis of 173.333 average work-hours per month.

Effective 7/1/2022, 10% Increase Applied
 NRSUP 23-24 - Updated 2/1/2024

Salary Schedule - Hourly: G2-H; Monthly: G2-M



**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ROTC (Non-Represented) Teachers' Salary Schedule, 2023-24
 (Based Upon 239 ROTC Teachers' Service Days)
 Effective July 1, 2022**

Steps	CLASS A BA Degree			CLASS B BA + 45 Semester Units OR Master's Degree			Steps
	Annual	Daily Rate	Per Session	Annual	Daily Rate	Per Session	
1	\$66,200	\$276.99	\$39.00	\$66,205	\$277.01	\$39.00	1
2	\$66,205	\$277.01	\$39.00	\$66,205	\$277.01	\$39.00	2
3	\$66,205	\$277.01	\$39.00	\$66,208	\$277.02	\$39.00	3
4	\$66,208	\$277.02	\$39.00	\$67,112	\$280.80	\$39.00	4
5	\$67,112	\$280.80	\$39.00	\$70,074	\$293.20	\$39.00	5
6	\$69,571	\$291.09	\$39.00	\$73,032	\$305.57	\$39.00	6
7	\$72,036	\$301.41	\$39.00	\$76,000	\$317.99	\$39.00	7
8	\$74,521	\$311.80	\$39.00	\$78,961	\$330.38	\$39.00	8
9				\$81,917	\$342.75	\$39.00	9
10				\$84,876	\$355.13	\$39.00	10
11				\$87,841	\$367.54	\$39.00	11
12				\$91,443	\$382.61	\$39.00	12
13-16							13-16
17-26							17-26

Initial placement shall be consistent with minimum instructor pay requirements.

NOTE: An additional \$1,161 is added to the annual for the earned doctorate and is prorated if for less than a full year which will end on 2/28/2018. Effective 3/1/2018, the earned doctorate annual stipend will increase to \$3000 and is prorated if for less than a full year.

Steps	CLASS C BA + 75 Semester Units MA + 24 Semester Units Alternate to Master's			CLASS D BA + 90 Semester Units MA/Alt + 39 Semester Units BA + 75 Semester Units Including MA/Alternate			CLASS E BA + 90 With MA (Eff 5-1-98) BA + 103 Units (Eff 7-1-98)			Steps
	Annual	Daily Rate	Per Session	Annual	Daily Rate	Per Session	Annual	Daily Rate	Per Session	
1	\$66,205	\$277.01	\$39.00	\$67,804	\$283.70	\$39.00	\$71,202	\$297.92	\$39.00	1
2	\$66,208	\$277.02	\$39.00	\$68,189	\$285.31	\$39.00	\$71,596	\$299.56	\$39.00	2
3	\$68,097	\$284.92	\$39.00	\$71,502	\$299.17	\$39.00	\$75,076	\$314.13	\$39.00	3
4	\$71,553	\$299.38	\$39.00	\$75,134	\$314.37	\$39.00	\$78,890	\$330.08	\$39.00	4
5	\$75,006	\$313.83	\$39.00	\$78,758	\$329.53	\$39.00	\$82,694	\$346.00	\$39.00	5
6	\$78,463	\$328.30	\$39.00	\$82,389	\$344.72	\$39.00	\$86,511	\$361.97	\$39.00	6
7	\$81,917	\$342.75	\$39.00	\$86,016	\$359.90	\$39.00	\$90,309	\$377.86	\$39.00	7
8	\$85,375	\$357.22	\$39.00	\$89,641	\$375.07	\$39.00	\$94,135	\$393.87	\$39.00	8
9	\$88,827	\$371.66	\$39.00	\$93,267	\$390.24	\$39.00	\$97,928	\$409.74	\$39.00	9
10	\$92,280	\$386.11	\$39.00	\$96,902	\$405.45	\$39.00	\$101,740	\$425.69	\$39.00	10
11	\$95,735	\$400.56	\$39.00	\$100,525	\$420.61	\$39.00	\$105,558	\$441.67	\$39.00	11
12	\$99,189	\$415.02	\$39.00	\$104,148	\$435.77	\$39.00	\$109,357	\$457.56	\$39.00	12
13	\$103,436	\$432.79	\$39.00	\$108,602	\$454.40	\$39.00	\$114,034	\$477.13	\$39.00	13
14-16	\$109,269	\$457.19	\$39.00	\$114,743	\$480.10	\$39.00	\$120,483	\$504.11	\$39.00	14-16
17-19	\$112,226	\$469.56	\$39.00	\$117,844	\$493.07	\$39.00	\$123,729	\$517.69	\$39.00	17-19
20-22	\$115,182	\$481.93	\$39.00	\$120,944	\$506.04	\$39.00	\$126,987	\$531.33	\$39.00	20-22
23-25	\$120,406	\$503.79	\$39.00	\$126,425	\$528.97	\$39.00	\$132,739	\$555.39	\$39.00	23-25
26							\$139,297	\$582.83	\$39.00	26

Steps 17, 20, 23 and 26 are longevity steps.

This salary schedule is for fully-credentialed ROTC teachers.

Salary Schedule: RT-A/N; ROTCPSR

Effective 7/1/22, 10% Increase Applied

ROTC (Non-Represented) 23-24, Updated 2/1/2024



Superintendent's Cabinet
Annual Rate Salary Schedule
2023-24 School Year
(Effective July 1, 2022)

Job Class Code and Classification Title	CE CL	Range	Cal	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
9791 Chief Business and Operations Officer	CL	44	X	\$215,579	\$225,514	\$235,935	\$246,887	\$258,391	\$270,464
9870 Chief Legal Counsel									
6051 Deputy Superintendent									
9894 Chief Human Resources Officer and Lead Negotiator	CE	37	X	\$187,674	\$196,324	\$205,396	\$214,931	\$224,945	\$235,455
0243 Chief Academic Officer	CE	29	X	\$159,705	\$167,049	\$174,768	\$182,861	\$191,364	\$200,290
0216 Chief Communications Officer	CL								
9727 Chief Continuous Improvement and Accountability Officer	CL								
6049 Chief Information Officer	CL								

CE = Certificated; CL = Classified

The annual salaries shown above are derived by multiplying the number of days of required service in a given year (exclusive of legal and Board-granted holidays and vacation) by the daily rates shown in the following table. The number of required days of service for each work-vacation schedule are as follows:

Calendar:	X = 239 Days
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Annual career longevity increments of \$1,454 each are added when a Superintendent's Cabinet employee reaches 17, 20, 23, and 25 years of credited service. An annual stipend of \$3,000 is added for the earned doctorate and is prorated if for less than a full year. An annual salary stipend of \$4,800 is added for in-district travel and expenses.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.11

Meeting Date: June 20, 2024

Subject: Approve Resolution No. 3424: Authorization of Personnel to Sign Orders on District Funds

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Business Services

Recommendation: Approve Resolution No. 3424, Authorization of Personnel to Sign Orders on District Funds and rescind prior Resolution No. 3362, Effective June 20, 2024.

Background/Rationale: Education Code Section 42632 authorizes governing boards of school districts to delegate to officers or employees of the district the authority to sign orders on district funds.

This resolution reflects changes in district staff.

Financial Considerations: None

LCAP Goal(s): Family and Community Empowerment; Operational Excellence

Documents Attached:

1. Resolution No. 3424, Authorization of Personnel to Sign Orders on District Funds

Estimated Time: N/A

Submitted by: Janea Marking, Chief Business and Operations Officer

Approved by: Lisa Allen, Superintendent

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

RESOLUTION NO. 3424

Authorization of Personnel to Sign Orders on District Funds

WHEREAS, Education Code Section 42632 authorizes the Governing Board to delegate to officers and employees of the Sacramento City Unified School District the authority to sign orders drawn on the funds of the school district; and

WHEREAS, on November 2, 2023, the Governing Board of the Sacramento City Unified School District adopted Resolution No. 3362 designating persons authorized to sign orders in its name which is hereby rescinded; and

WHEREAS, Lisa Allen is Interim Superintendent; Mary Hardin Young is Interim Deputy Superintendent; Janea Marking is Chief Business and Operations Officer; Jesse Castillo is Assistant Superintendent, Business Services; Cindy Tao is Director III, Accounting Services.

BE IT RESOLVED AND ORDERED by the Governing Board of the Sacramento City Unified School District that in accordance with Education Code Section 42632, effective June 20, 2024, Lisa Allen is Superintendent; Mary Hardin Young is Deputy Superintendent; Janea Marking is Chief Business and Operations Officer; Cindy Tao is Interim Assistant Superintendent, Business Services; Curtis Rodgers Jr. is Director II, Payroll Operations who are employees of the Sacramento City Unified School District, be and are hereby authorized and empowered to sign orders for the payment of lawful expenses of the District on the funds of the District.

BE IT FURTHER RESOLVED AND ORDERED that all such orders shall be on forms prescribed by the County Superintendent of Schools and approved by the Superintendent of Public Instruction of the State of California.

AUTHORIZED SIGNATURES:

Lisa Allen,
Superintendent

Mary Hardin Young,
Deputy Superintendent

Janea Marking,
Chief Business and Operations Officer

Cindy Tao,
Interim Assistant Superintendent,
Business Services

Curtis Rodgers Jr., **Added Authorizer**
Director II, Payroll Operations

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 20th day of June 2024, by the following vote:

AYES: _____
NOES: -
ABSTAIN: _
ABSENT: _____

ATTESTED TO:

Lisa Allen
Secretary of the Board of Education

Lavinia Grace Phillips,
President of the Board of Education



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item: 13.1m

Meeting Date: June 20, 2024

Subject: Approve Citizens' Bond Oversight Committee Consolidation

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Department: Facilities Support Services

Recommendation:

The Superintendent is recommending the Board approve the consolidation of the Measure Q, R, and H Citizens' Bond Oversight Committees.

Background/Rationale:

The Education Code requires that for each general obligation bond measure approved by voters pursuant to Proposition 39, the District establish a Citizens' Bond Oversight Committee ("CBOC") to review the expenditures of such bond. Such CBOC remains active until all of the proceeds of the measure have been spent, at which time, the CBOC can be released and disbanded. With the conclusion of projects for Measure R, and soon to be concluded Measure Q, staff recommends that the CBOC's for Measure R and Measure Q be consolidated with the CBOC for Measure H to review the few remaining project expenditures for those measures. Once bond proceeds under Measures Q and R have been fully spent, those CBOCs will be concluded.

The current members of the CBOCs for Measures Q and R have expressed their willingness to serve for Measure H, as well, and vice versa.

As Measure H projects are active and new projects are being undertaken, there are many expenditures under Measure H for the CBOC to review and the Measure H CBOC is quite active. Consolidating into a single CBOC to review all measures will improve

community involvement and participation and help make quorum for meetings. It would be recommended that all bond measures, both current and approved by voters in the future, be reviewed under one CBOC to improve efficiency and ensure enough members to attend meetings.

Financial Considerations: N/A

LCAP Goal (s): Operational Excellence

Documents Attached:

1. N/A

Estimated Time of Presentation: N/A

Submitted by: Chris Ralston, Assistant Superintendent, Facilities Support Services

Approved by: Janea Marking, Chief Business & Operations Officer

Lisa Allen, Superintendent



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1n

Meeting Date: June 20, 2024

Subject: Approve 2024-2025 Legal Contracts

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Business Services

Recommendation: Approve attached contracts for Fagen Friedman and Fulfrost LLP (F3), Lozano Smith, Dannis Woliver Kelly, and Diepenbrock Elkin Dauer McCandless LLP law firms to provide legal services for the 2024-2025 fiscal year.

Background/Rationale: Firms provide advice and counsel to the Board of Education and staff in a variety of areas to ensure compliance and diligence on all matters related to the provision of educational services.

Financial Considerations: Please refer to the attached matrix establishing annual 'not to exceed amounts' by department and/or function. To create an internal control, these amounts are the maximum authority provided through board approval and cannot be exceeded without an increase approved by the board. In addition to the matrix, Diepenbrock Elkin Dauer McCandless LLP will provide advisement related to major construction/bond projects for a total not to exceed \$100,000. The total authority provided for 2024-25 school year legal services is \$3,800,000.

LCAP Goal(s): Family and Community Empowerment; Operational Excellence

Documents Attached:

- SCUSD Legal Contracts Matrix
- DWK Agreement for Professional Services
- Fagen Friedman & Fulfrost LLP Agreement for Legal Services
- Lozano Smith Agreement for Legal Services
- Diepenbrock Elkin Dauer McCandless LLP Agreement for Legal Services

Estimated Time: N/A

Submitted by: Janea Marking, Chief Business and Operations Officer

Approved by: Lisa Allen, Superintendent

2024-25 SCUSD Legal Contracts				
Cabinet		DWK	F3 Law	Lozano Smith
Superintendent	2024-25 Annual Not to Exceed Amount	--	\$75,000	\$25,000
Board of Education	2024-25 Annual Not to Exceed Amount	--	\$150,000	\$150,000
Dupty Superintendent	2024-25 Annual Not to Exceed Amount	--	\$350,000	\$75,000
	Charter Schools 2024-25 Annual Not to Exceed Amount	--	\$100,000	--
Chief Academic Office	2024-25 Annual Not to Exceed Amount	--	\$325,000	--
	Special Education 2024-25 Annual Not to Exceed Amount	--	\$525,000	\$350,000
Chief Business and Operations Officer	Business 2024-25 Annual Not to Exceed Amount	\$40,000	\$150,000	--
	Operations 2024-25 Annual Not to Exceed Amount	\$100,000	\$100,000	\$50,000
Chief Communication Officer	2024-25 Annual Not to Exceed Amount	--	\$25,000	--
Chief Human Resources Officer	Human Resources 2024-25 Annual Not to Exceed Amount	--	\$900,000	\$100,000
	Labor Relations 2024-25 Annual Not to Exceed Amount	--	\$80,000	\$20,000
Chief Technology Officer	2024-25 Annual Not to Exceed Amount	--	\$10,000	--
	Totals	\$140,000	\$2,790,000	\$770,000
			Total All	\$3,700,000



DANNIS WOLIVER KELLEY

Attorneys at Law

DEIDREE Y.M.K. SAKAI

Attorney at Law
dsakai@DWKesq.com

San Francisco

May 9, 2024

VIA EMAIL

Janea Marking
Chief Business and Operations Officer
Sacramento City Unified School District
5735 47th Avenue
Sacramento, CA 95824

Re: 2024-2026 Agreement for Professional Services

Dear Ms. Marking:

For almost five decades, DWK has provided quality legal advice and wise counsel to California school and community college districts. Our reward in this worthy endeavor is the opportunity to be your partner in achieving your core mission to educate and prepare all children and young adults to be responsible, mindful citizens in the global marketplace of ideas.

Together, we have confronted and overcome a multitude of challenges from the local to the global and have stood by your side to help you change course repeatedly, pivot often and innovate in the moment. We remain your steadfast allies and will continue to support you with our full range of expertise to provide excellent education programs to millions of California students even in the face of a mercurial economy.

Attached is our Agreement for Professional Services for the 2024/2025 and 2025/2026 school years ("Agreement"). Our rate ranges have remained unchanged since 2022. With this Agreement, the top end of our attorney rate ranges is increasing by approximately five percent (5%) with one attorney's rate (Greg Dannis) increasing by eight percent (8%). Non-attorney rates (i.e., law clerks and paralegals) are also increasing by up to eight percent (8%). We agree to maintain these ranges for the two-year term of our Agreement. This means there will be no changes to the billing ranges during this time period; however, individual attorney hourly rates may be adjusted within the existing ranges during the term of the Agreement.

We look forward to serving the District in the coming school years and continuing our mutually rewarding partnership. Please sign the attached Agreement, insert the date of Board approval, and return to the undersigned via email.

Best regards,

Dannis Woliver Kelley

Deidree Y.M.K. Sakai

SAN FRANCISCO
200 California Street
Suite 400
San Francisco, CA 94111
TEL 415.543.4111
FAX 415.543.4384

LONG BEACH
444 W. Ocean Blvd.
Suite 1750
Long Beach, CA 90802
TEL 562.366.8500
FAX 562.366.8505

SAN DIEGO
750 B Street
Suite 2600
San Diego, CA 92101
TEL 619.595.0202
FAX 619.702.6202

CHICO
2485 Notre Dame Blvd.
Suite 370-A
Chico, CA 95928
TEL 530.343.3334
FAX 530.924.4784

SACRAMENTO
555 Capitol Mall
Suite 645
Sacramento, CA 95814
TEL 916.978.4040
FAX 916.978.4039

EAST BAY
2087 Addison Street
2nd Floor
Berkeley, CA 94704
TEL 510.345.6000
FAX 510.345.6100

FRESNO
7170 N Financial Drive
Suite 135
Fresno, CA 93720
TEL 559.388.5802
FAX 559.388.5803

www.DWKesq.com

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made and entered into on May 9, 2024, by and between the Sacramento City Unified School District, hereinafter referred to as District, and Dannis Woliver Kelley, a professional corporation, hereinafter referred to as Attorney.

In consideration of the promises and the mutual agreements hereinafter contained, District and Attorney agree as follows:

SCOPE OF SERVICES. District appoints Attorney to represent, advise, and counsel it from July 1, 2024, through and including June 30, 2026, and continuing thereafter as approved. Any services performed during the period between the above commencement date and the date of governing board action approving this Agreement are hereby ratified by said governing board approval.

Attorney agrees to prepare periodic reviews of relevant court decisions, legislation, and other legal issues. Attorney agrees to keep current and in force at all times a policy covering incidents of legal malpractice. Nothing in this Agreement and nothing in Attorney's statements to District should be construed as a promise or guarantee about the outcome of any matter.

DISTRICT DUTIES. District shall be truthful with Attorney, cooperate with Attorney, keep Attorney informed of developments, ensure access for Attorney to communicate with the District's governing board as appropriate, perform the obligations it has agreed to perform under this Agreement and pay Attorney bills in a timely manner.

FEES AND BILLING PRACTICES. Except as hereinafter provided, District agrees to pay Attorney at the following hourly rates: three hundred ninety-five dollars (\$395) to four hundred seventy-five dollars (\$475) for Shareholder Emeritus; two hundred sixty-five dollars (\$265) to three hundred ninety-five dollars (\$395) for Shareholders and Of Counsel; two hundred forty-five dollars (\$245) to three hundred fifteen dollars (\$315) for Special Counsel; one hundred ninety-five dollars (\$195) to two hundred seventy-five dollars (\$275) for Associates; one hundred thirty dollars (\$130) to one hundred ninety-five dollars (\$195) for Law Clerks; and one hundred thirty dollars (\$130) to two hundred ten dollars (\$210) per hour for Paralegals. Rates for individual attorneys and paralegals may vary within the above ranges depending on the level of experience and qualifications and the nature of the legal services to be provided with the exception of Greg Dannis whose hourly rate shall be \$485.

Agreements for fees for legal services at other than the hourly rates set forth above may be made by mutual agreement for special projects, particular scopes of work, or for attorneys with specialized skills. The rates specified in this Agreement are subject to change at any time by Attorney following written notice to District and shall apply to all services rendered after such notice is given.

Time is billed in minimum increments of one-tenth (.1) of an hour, except the first communication (e.g., by telephone, voice-mail, e-mail, text) of any day containing substantive advice which is charged a minimum of three-tenths (.3) of an hour. Actual travel time and time spent attending in-person or remote meetings is charged at the rates above. In the course of travel for a District matter, or while attending meetings with or for District, it may be necessary for Attorney to concurrently work for and bill other clients. If, during the course of representation of District, an insurance or other entity assumes responsibility for payment of all or partial fees of Attorney on a particular case or matter, District shall remain responsible for the difference between fees paid by the other entity and Attorney's hourly rates as specified in this Agreement unless otherwise agreed by the parties.

OTHER CHARGES. District agrees to reimburse Attorney for actual and necessary expenses and costs with respect to providing the above services, including support services such as copying charges (charged at \$0.10 per page), postage (only charged if in excess of \$1.00), and computerized legal research and electronic record review platforms (i.e.,

Westlaw, e-discovery). District agrees that such actual and necessary expenses may vary according to special circumstances necessitated by request of District or emergency conditions which occasionally arise. Such expenses shall be provided at cost unless otherwise specified. Any discount received on such services is passed along to District by Attorney.

District further agrees to pay third parties, indirectly through Attorney, for major costs and expenses including, but not limited to, costs of serving pleadings, filing fees and other charges assessed by courts and other public agencies, arbitrators' fees, court reporters' fees, jury fees, witness fees, investigation expenses, consultants' fees, and expert witness fees. District will reimburse Attorney for such costs or may, upon agreement of District and Attorney, advance payment to Attorney for such costs and expenses.

Occasionally Attorney may provide District officials and/or employees with food or meals at Attorney-sponsored trainings or when working with District officials and/or employees. Attorney may provide such food or meals without additional charge in exchange for the consideration provided by the District under this Agreement.

BILLING STATEMENT. Attorney shall send District a statement for fees and costs every calendar month. Attorney's statements shall clearly state the basis thereof, including the amount, rate and basis for calculations or other methods of determination of Attorney's fees. Upon District's request for additional statement information, Attorney shall provide a bill to District no later than ten (10) days following the request. District is entitled to make subsequent requests for bills at intervals of no less than thirty (30) days following the initial request. District shall pay Attorney's statements within thirty (30) days after each statement's date.

ARBITRATION OF FEE DISPUTE. In order to avoid litigation in the event of any dispute concerning billings, it is agreed that any such dispute shall be submitted exclusively to binding arbitration before the American Arbitration Association. The arbitrator shall determine the rights and obligations of the parties according to the substantive and procedural laws of California. You acknowledge that by agreeing to arbitration, you are giving up the right to a jury trial. Judgement on any arbitration award may be entered by any court of competent jurisdiction.

INDEPENDENT CONTRACTOR. It is expressly understood and agreed to by both parties that Attorney, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the District. Attorney does not anticipate that in the course and scope of performing legal services it will have any interaction with any pupil that is not under the immediate supervision and control of a District employee or a pupil's parent or guardian. If District requests legal services in which Attorney will have unsupervised interaction with pupils, Attorney will comply with any applicable fingerprinting, background check, vaccine, or testing requirements.

CONSENT TO USE OF ELECTRONIC COMMUNICATION AND CLOUD SERVICES. To provide District with efficient and convenient legal services, Attorney will communicate and transmit documents using electronic communication services. Because electronic communication continues to evolve, there may be risks communicating in this manner, including risks related to confidentiality and security. By entering into this Agreement, District is consenting to such use of electronic communication services with District and District's representatives and agents. In addition, Attorney uses cloud computing services with servers located in a facility other than Attorney's office. Most of Attorney's electronic data, including emails and documents, are stored in this manner. By entering into this Agreement, District understands and consents to having communications, documents and information pertinent to the District's matters stored through such cloud-based services.

FILE RETENTION. Attorney will retain files related to representation of District for a minimum period of seven (7) years after the conclusion of the Attorney's services for District. During this period, Attorney may retain such files exclusively in digital format and may destroy original paper documents provided by the District after they are digitized unless requested by the District to return the originals. At the expiration of the seven (7)-

year period, Attorney may destroy such files, including paper or digital copies, unless District notifies Attorney in writing that District wishes to take possession of them. Attorney agrees to provide a digital copy of all files related to representation of District upon District's request, excluding Attorney's internal files (e.g., administrative records and attorney work product, including drafts, notes, internal memoranda, and research prepared for Attorney's internal use) which are the Attorney's property.

PRIVACY NOTICE OF COLLECTION OF PERSONAL INFORMATION. Attorney respects the District's privacy and aims to be transparent with District. For this reason, Attorney has adopted a privacy policy that describes all the information Attorney collects from or about District employees in the course of providing the District with legal services, as well as how Attorney uses this information and how long Attorney will retain it. Attorney's privacy policy, which also describes the District's rights as a consumer under applicable law, is accessible on Attorney's website at <https://www.dwkesq.com/ccpa/>. The terms and disclosures of this privacy policy are incorporated herein, and the signature on the agreement below confirms that District has read or will read Attorney's privacy policy. If the District has any questions regarding Attorney's privacy policy or its rights, the District should email Attorney at DataSecurity@dwkesq.com.

CONFLICT OF INTEREST. In some situations, where Attorney has relationships with other entities, the Rules of Professional Conduct and Business & Professions Code may require Attorney to provide disclosure or to obtain informed written consent before it can provide legal services for a client. Attorney represents many school and community college districts, county offices of education, joint powers authorities, SELPAs and other entities throughout California. The statutory and regulatory structure of the provision of education services results in many ways in which these entities interact which could result in a conflict between the interests of more than one of Attorney's clients. If Attorney becomes aware of a specific conflict of interest involving District, Attorney will comply with the legal and ethical requirements to fulfill its duties of loyalty and confidentiality to District. If District has any question about whether Attorney has a conflict of interest in its representation of District in any matter, it may contact Attorney or other legal counsel for clarification.

TERMINATION OF CONTRACT. District or Attorney may terminate this Agreement by giving reasonable written notice of termination to the other party.

COUNTERPARTS. This Agreement may be executed in duplicate originals, including facsimiles, each of which shall fully bind each party as if all had signed the same copy. Electronic copies of signatures shall be treated as originals for all purposes.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement for Professional Services.

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

Janea Marking
Chief Business and Operations Officer

Date

DANNIS WOLIVER KELLEY



Deidree Y.M.K. Sakai
Attorney at Law

5/9/2024

Date

At its public meeting of _____, 2024, the District's governing board approved this Agreement and authorized the Board President, Superintendent or Designee to execute this Agreement.



AGREEMENT FOR LEGAL SERVICES

This agreement is by and between Sacramento City Unified School District (“Client”) and the law firm of Fagen Friedman & Fulfroft LLP (F3 Law) (“Attorney”). In consideration of the promises and the mutual agreements hereinafter contained, Attorney agrees to provide legal services to Client on the terms set forth below effective July 1, 2024:

1. **CONDITIONS.** This Agreement will not take effect, and Attorney will have no obligation to provide legal services, until Client returns a signed copy of this Agreement.

2. **SCOPE OF SERVICES.** Client hires Attorney as its legal representative/counsel with respect to matters Client specifically refers to Attorney. Attorney will provide those legal services reasonably required to represent Client. Attorney will take reasonable steps to keep Client informed of progress and to respond to Client’s inquiries.

3. **CLIENT’S DUTIES.** Client agrees to cooperate with Attorney and to communicate with candor while keeping the Attorney apprised of any information or developments which may come to Client’s attention, to abide by this Agreement, to pay Attorney’s bills on time and to keep Attorney advised of Client’s address and telephone number. Client will assist Attorney in providing information and documents necessary for the representation in the described matter.

4. **CONSULTANT SERVICES.** Attorney may provide consulting services, which may be referred to as Next Level Client Services, in addition to or in support of the legal services provided pursuant to this Agreement, through qualified non-attorney consultants, including but not limited to: governance training and assistance; communications services; education program planning and implementation; mentoring, coaching, and leadership; strategic planning and solutions; and advocacy at the local and state level.

5. **EMAIL COMMUNICATIONS/CLOUD-BASED COMPUTING.** Attorney will protect Client data in a manner that is compliant with state and federal law. In order to provide Client with efficient and convenient legal services, Attorney will frequently communicate and transmit documents using e-mail. In addition, Attorney uses a cloud computing service. Most of Attorney’s electronic data, including emails and documents, are stored in this manner. Attorney will take reasonable precautions to keep email and other electronic data confidential and secure.

6. **LEGAL FEES AND BILLING PRACTICES.** Client agrees to pay by the hour, in minimum units of one tenth (.1) of an hour, at Attorney’s prevailing rates for all time spent on Client’s matter by Attorney’s legal personnel. Current hourly rates are noted in an attached rate schedule and the actual rate billed is based on the attorney’s number of years of experience.

The rates on this schedule, as well as the current job title designations/ classifications listed hereon, are subject to change on 30 days’ written notice to client. If Client declines to pay any increased rates, Attorney will have the right to withdraw as Attorney for Client. The time charged will include the time Attorney spends on telephone calls relating to Client’s matter, including calls with Client and other parties and attorneys. The legal personnel assigned to Client’s matter may confer among themselves about the matter, as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is reasonably necessary and not duplicative. Likewise, if more than one of the legal personnel attends a meeting or other proceeding, each will charge for the time spent.

7. **COSTS AND OTHER CHARGES.** (a) Attorney will incur various costs and expenses in performing legal services under this Agreement. Except as otherwise stated, Client agrees to pay for all costs, disbursements and expenses in addition to the hourly fees. These include fees fixed by law or assessed by public agencies, messenger and other delivery fees, out of office copying/reproduction costs, and travel costs (including mileage charged at the standard IRS rate, parking, transportation, meals and hotel costs, if applicable), and other similar items. The following costs shall not be charged:

In office Photocopying	No Charge
Facsimile Charges	No Charge
Postage	No Charge
On-line Legal Research Subscriptions	No Charge
Administrative Overhead	No Charge

(b) Out of town travel. Client agrees to pay transportation, meals, lodging and all other costs of any necessary out-of-town travel by law firm personnel. Client will also be charged the hourly rates for the time legal personnel spend traveling.

(c) Consultants and Investigators. To aid in the representation in Client's matter, it may become necessary to hire consultants or investigators. Client agrees to pay such fees and charges.

(d) Other fees and costs. Client understands that if a case proceeds to court action, arbitration or administrative hearing, the court, arbitrator or reviewing agency may award attorney fees and costs to the other party or parties. Payment of such attorney fees and costs shall be the sole responsibility of Client. Similarly, other parties may be required to pay some or all of the fees and costs incurred by Client. Client acknowledges that any such determination does not in and of itself affect the amount of the fees and costs to be paid by Client to Attorney pursuant to this agreement.

8. BILLING STATEMENTS. Attorney will send Client monthly statements for fees and costs incurred. Each statement will be payable within thirty (30) days of its mailing date. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) days past due. Client may request a statement at intervals of less than 30 days. If Client requests a bill, Attorney will provide one within 10 days. The statements shall include the amount, rate, basis of calculation or other method of determination of the fees and costs, which costs will be clearly identified by item and amount.

9. CLIENT APPROVAL NECESSARY FOR SETTLEMENT

Attorney will not make any settlement or compromise of any nature of any of Client's claims without Client's prior approval. Client retains the absolute right to accept or reject any settlement.

10. DISCHARGE AND WITHDRAWAL. Client may discharge Attorney at any time. Attorney may withdraw with Client's consent, for good cause or as allowed or required by law upon ten (10) days written notice. Good cause includes Client's breach of this Agreement, refusal to cooperate or to follow Attorney's advice on a material matter or any fact or circumstance that would render Attorney's continuing representation unlawful or unethical. When Attorney's services conclude, all unpaid charges will immediately become due and payable. Following the conclusion of Attorney's representation of Client, Attorney will, upon Client's request, deliver to Client the Client file(s) and property in Attorney's possession, whether or not Client has paid for all services. If Client has not requested delivery of the files, Attorney may destroy all such files in its possession seven (7) years after the conclusion of the representation.

11. DISCLAIMER OF GUARANTEE AND ESTIMATES. Nothing in this Agreement and nothing in Attorney's statements to Client will be construed as a promise or guarantee about the outcome of the matter. Attorney makes no such promises or guarantees. Attorney's comments about the outcome of the matter are expressions of opinion only. Actual fees may vary from estimates given.

12. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties.

13. MODIFICATION BY SUBSEQUENT AGREEMENT. This Agreement may be modified by subsequent agreement of the parties only by an instrument in writing signed by both of them or an oral agreement only to the extent that the parties carry it out.

14. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY. If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

15. MEDIATION CLAUSE. If a dispute arises out of or relating to any aspect of this Agreement between the Client and Attorney, or the breach thereof, and if the dispute cannot be settled through negotiation, Attorney and Client agree to use mediation before resorting to arbitration, litigation, or any other dispute resolution procedure.

16. EFFECTIVE DATE. This Agreement will govern all legal services performed by Attorney on behalf of Client commencing with the date Attorney first performed services. The date at the beginning of this Agreement is for reference only. Even if this Agreement does not take effect, Client will be obligated to pay Attorney the reasonable value of any services Attorney may have performed for Client.

THE PARTIES HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND AGREE TO THEM AS OF THE DATE ATTORNEY FIRST PROVIDED SERVICES. THE CLIENT SHALL RECEIVE A FULLY EXECUTED DUPLICATE OF THIS AGREEMENT.

IN WITNESS WHEREOF, the parties have signed this Agreement for Legal Services.

Sacramento City Unified School District

Fagen Friedman & Fulfrost LLP

Namita S. Brown

Type or Print Name

Name

Managing Partner

Type or Print Title

Title



District Authorized Signature

Signature

DATE: _____

DATE: April 27, 2024



PROFESSIONAL RATE SCHEDULE

Sacramento City Unified School District

July 1, 2024

1. **HOURLY PROFESSIONAL RATES**

Client agrees to pay Attorney by the following standard hourly rate:

Associate	\$295 - \$325 per hour
Partner	\$360 - \$395 per hour
Senior Partner*	\$420 per hour
Senior Counsel/Of-Counsel	\$375 - \$395 per hour
Paralegal	\$205 - \$290 per hour
Law Clerk	\$290 per hour
Next Level Client Services	\$180 per hour
Education Consultant	\$295 per hour
Communications Services Consultant	\$315 per hour
Communications Services Associate	\$100 per hour
Technology Discovery Associate	\$50 per hour

**Partners with 25+ years of experience.*

Travel time shall be charged only from the Attorney's nearest office to the destination and shall be prorated if the assigned Attorney travels for two or more clients on the same trip. If Client requests a specific Attorney, Client agrees to pay for all travel time of that specific Attorney in connection with the matter. For matters concerning compliance with state and federal voting rights laws and/or related subjects, Client agrees to pay for all travel time of assigned Attorney in connection with those matters.

2. **ON-SITE LEGAL SERVICES**

At Client's discretion and by prior arrangement of Client and Attorney, Attorney may provide regularly scheduled on-site legal services ("Office Hours") to address legal issues that may arise in Client's day-to-day operations. Office Hours, which include time Attorney spends at Client's facility as well as travel time, shall be provided at a reduced hourly rate of 90% of the Attorney's standard hourly rate.

3. **COSTS AND EXPENSES**

In office Photocopying	No Charge
Facsimile Charges	No Charge
Postage	No Charge
On-line Legal Research Subscriptions	No Charge
Administrative Overhead	No Charge
Mileage	IRS Standard Rate

Other costs, such as messenger, meals, and lodging shall be charged on an actual and necessary basis.



AGREEMENT FOR LEGAL SERVICES

THIS AGREEMENT is effective July 1, 2024, between the SACRAMENTO CITY UNIFIED SCHOOL DISTRICT (“Client”) and the law firm of LOZANO SMITH, LLP (“Attorney”) (each a “Party” and collectively the “Parties”). Attorney shall provide legal services as requested by Client on the following terms and conditions:

1. **ENGAGEMENT.** Client hires Attorney on an as-requested basis as its legal counsel with respect to matters the Client refers to Attorney. When Client refers a matter to Attorney, Attorney shall confirm availability and ability to perform legal services regarding the matter. After Attorney has completed services for the specific matter referred by Client, then no continuing attorney-client relationship exists until Client requests further services and Attorney accepts a new engagement. If Attorney undertakes to provide legal services to represent Client in such matters, Attorney shall keep Client informed of significant developments and respond to Client’s inquiries regarding those matters. Client understands that Attorney cannot guarantee any particular results, including the costs and expenses of representation. Client agrees to be forthcoming with Attorney, to cooperate with Attorney in protecting Client’s interests, to keep Attorney fully informed of developments material to Attorney’s representation of client, and to abide by this Agreement. Client is hereby advised of the right to seek independent legal advice regarding this Agreement.
2. **RATES TO BE CHARGED.** Client agrees to pay Attorney for services rendered based on the attached rate schedule. Agreements for legal fees on other-than-an-hourly basis may be made by mutual agreement for special projects (including as set forth in future addenda to this Agreement).
3. **REIMBURSEMENT.** Client agrees to reimburse Attorney for actual and necessary expenses and costs incurred in the course of providing legal services to Client, including but not limited to expert, consultant, mediation, arbitration fees and e-discovery service fees. Attorney shall not be required to advance costs on behalf of Client over the amount of \$1,000 unless otherwise agreed to in writing by Attorney. Typical expenses advanced for Client, without prior authorization, include messenger fees, witness fees, expedited delivery charges, travel expenses, court reporter fees and transcript fees. Client authorizes Attorney to retain experts or consultants to perform services.
4. **MONTHLY INVOICES.** Attorney shall send Client a statement for fees and costs incurred every calendar month (the “Statement”). Statements shall set forth the amount, rate and description of services provided. Client shall pay Attorney’s Statements within thirty (30) calendar days after receipt. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) calendar days past due, not to exceed 10% per annum.
5. **COMMUNICATIONS BETWEEN ATTORNEY AND CLIENT.** The Parties recognize that all legal advice provided by Attorney is protected by the Attorney-Client and Work Product

Privileges. In addition to regular telephone, mail and other common business communication methods, Client hereby authorizes Attorney to use facsimile transmissions, cellular telephone calls and text, unencrypted email, and other electronic transmissions in communicating with Client. Unless otherwise instructed by Client, any such communications may include confidential information.

6. **POTENTIAL AND ACTUAL CONFLICTS OF INTEREST.** If Attorney becomes aware of any potential or actual conflict of interest between Client and one or more other clients represented by Attorney, Attorney will comply with applicable laws and rules of professional conduct.

7. **INDEPENDENT CONTRACTOR.** Attorney is an independent contractor and not an employee of Client.

8. **TERMINATION.**

a. Termination by Client. Client may discharge Attorney at any time, with or without cause, by written notice to Attorney.

b. Termination by Mutual Consent or by Attorney. Attorney may terminate its services at any time with Client's consent or for good cause. Good cause exists if (a) Client fails to pay Attorney's Statement within sixty (60) calendar days of its date, (b) Client fails to comply with other terms of this Agreement, including Client's duty to cooperate with Attorney in protecting Client's interests, (c) Client has failed to disclose material facts to Attorney or (d) any other circumstance exists that requires termination of this engagement under the ethical rules applicable to Attorney. Additionally, to the extent allowed by law, Attorney may decline to provide services on new matters or may terminate the Agreement without cause upon written notice to Client if Attorney is not then providing any legal services to Client. Even if this Agreement is not terminated, under paragraph 1 an attorney-client relationship exists only when Attorney is providing legal services to Client.

c. Following Termination. Upon termination by either Party: (i) Client shall promptly pay all unpaid fees and costs for services provided or costs incurred pursuant to this Agreement up to the date of termination; (ii) unless otherwise required by law or agreed to by the Parties, Attorney will provide no legal services following notice of termination; (iii) Client will cooperate with Attorney in facilitating the orderly transfer of any outstanding matters to new counsel, including promptly signing a substitution of counsel form at Attorney's request; and (iv) Client shall, upon request, be provided the Client's file maintained for the Client by Attorney and shall sign acknowledgment of receipt upon delivery of that file. For all Statements received by Client from Attorney prior to the date of termination, Client's failure to notify Attorney in writing of any disagreement with either the services performed or the charges for those services as shown in the Statement within thirty (30) calendar days of the date of termination shall be deemed Client's acceptance of and agreement with the Statement. For any billing appearing for the first time on a Statement received by Client from Attorney after the date

of termination, failure to notify Attorney in writing of any disagreement with either the services performed or the charges for those services within thirty (30) calendar days from receipt of the Statement shall be deemed to signify Client's acceptance of and agreement with the Statement.

9. MAINTENANCE OF INSURANCE. Attorney agrees that, during the term of this Agreement, Attorney shall maintain liability and errors and omissions insurance.

10. CONSULTANT SERVICES. Attorney works with professional consultants that provide services, including but not limited to, investigations, public relations, educational consulting, leadership mentoring and development, financial, budgeting, management auditing, board/superintendent/chancellor relations, administrator evaluation and best practices, and intergovernmental relations. Attorney does not share its legal fees with such consultants. Attorney may offer these services to Client upon request.

11. DISPUTE RESOLUTION.

a. Mediation. Except as otherwise set forth in this section, Client and Attorney agree to make a good faith effort to settle any dispute or claim that arises under this Agreement through discussions and negotiations and in compliance with applicable law. In the event of a claim or dispute, either Party may request, in writing to the other Party, to refer the dispute to mediation. This request shall be made within thirty (30) calendar days of the action giving rise to the dispute. Upon receipt of a request for mediation, both Parties shall make a good faith effort to select a mediator and complete the mediation process within sixty (60) calendar days. The mediator's fee shall be shared equally between Client and Attorney. Each Party shall bear its own attorney fees and costs. Whenever possible, any mediator selected shall have expertise in the area of the dispute and any selected mediator must be knowledgeable regarding the mediation process. No person shall serve as mediator in any dispute in which that person has any financial or personal interest in the outcome of the mediation. The mediator's recommendation for settlement, if any, is non-binding on the Parties. Mediation pursuant to this provision shall be private and confidential. Only the Parties and their representatives may attend any mediation session. Other persons may attend only with the written permission of both Parties. All persons who attend any mediation session shall be bound by the confidentiality requirements of California Evidence Code section 1115, et seq., and shall sign an agreement to that effect. Completion of mediation shall be a condition precedent to arbitration, unless the other Party refuses to cooperate in the setting of mediation.

b. Dispute Regarding Fees. Any dispute as to attorney fees and/or costs charged under this Agreement shall to the extent required by law be resolved under the California Mandatory Fee Arbitration Act (Bus. & Prof. Code §§ 6200, et seq.).

c. Binding Arbitration. Except as otherwise set forth in section (b) above, Client and Attorney agree to submit all disputes to final and binding arbitration, either following mediation which fails to resolve all disputes or in lieu of mediation as may be agreed by

the Parties in writing. Either Party may make a written request to the other for arbitration. If made in lieu of mediation, the request must be made within sixty (60) calendar days of the action giving rise to the dispute. If the request for arbitration is made following an unsuccessful attempt to mediate the Parties' disputes, the request must be made within ten (10) calendar days of termination of the mediation. The Parties shall make a good faith attempt to select an arbitrator and complete the arbitration within ninety (90) calendar days. If there is no agreement on an arbitrator, the Parties shall use the Judicial Arbitration and Mediation Service (JAMS). The arbitrator's qualifications must meet the criteria set forth above for a mediator, except, in addition, the arbitrator shall be an attorney unless otherwise agreed by the Parties. The arbitrator's fee shall be shared equally by both Parties. Each Party shall bear its own attorney fees and other costs. The arbitrator shall render a written decision and provide it to both Parties. The arbitrator may award any remedy or relief otherwise available in court and the decision shall set forth the reasons for the award. The arbitrator shall not have any authority to amend or modify this agreement. Any arbitration conducted pursuant to this paragraph shall be governed by California Code of Civil Procedure sections 1281, et seq. By signing this Agreement, Client acknowledges that this agreement to arbitrate results in a waiver of Client's right to a court or jury trial for any fee dispute or malpractice claim. This also means that Client is giving up Client's right to discovery and appeal. If Client later refuses to submit to arbitration after agreeing to do so, Client maybe ordered to arbitrate pursuant to the provisions of California law. Client acknowledges that before signing this Agreement and agreeing to binding arbitration, Client is entitled, and has been given a reasonable opportunity, to seek the advice of independent counsel.

d. Effect of Termination. The terms of this section shall survive the termination of the Agreement.

12. **ENTIRE AGREEMENT.** This Agreement with its exhibit supersedes any and all other prior or contemporaneous oral or written agreements between the Parties. Each Party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. Furthermore, any modification of this Agreement shall only be effective if in writing signed by all Parties hereto.


13. **SEVERABILITY.** Should any provision of this Agreement be held by a court of competent jurisdiction to be invalid, void or unenforceable, but the remainder of the Agreement can be enforced without failure of material consideration to any Party, then this Agreement shall not be affected and it shall remain in full force and effect, unless amended or modified by mutual consent of the Parties; provided, however, that if the invalidity or unenforceability of any provision of this Agreement results in a material failure of consideration, then, to the extent allowed by law, the Party adversely affected thereby shall have the right in its sole discretion to terminate this Agreement upon providing written notice of such termination to the other Party.

14. **NON-WAIVER.** None of the provisions of this Agreement shall be considered waived by either Party unless such waiver is specified in writing.

15. NO THIRD PARTY RIGHTS. This Agreement shall not create any rights in, or inure to the benefit of, any third party.

16. ASSIGNMENT. The terms of this Agreement may not be assigned to any third party. Neither Party may assign any right of recovery under or related to the Agreement to any third party.

SO AGREED:

CLIENT SIGNATURE	ATTORNEY SIGNATURE
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT	Lozano Smith, LLP
BY <i>(Authorized Signature)</i>	BY <i>(Authorized Signature)</i> 
PRINTED NAME AND TITLE OF PERSON SIGNING	PRINTED NAME AND TITLE OF PERSON SIGNING Karen M. Rezendes, Managing Partner
DATE EXECUTED	DATE EXECUTED 07/01/2024

PROFESSIONAL RATE SCHEDULE
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

1. HOURLY PROFESSIONAL RATES

Client agrees to pay Attorney by the following standard hourly rate*:

Partner** / Senior Counsel / Of Counsel	\$ 295 - \$ 395 per hour
Associate	\$ 250 - \$ 295 per hour
Paralegal / Law Clerk	\$ 185 - \$ 225 per hour
Consultant	\$ 350 - \$ 395 per hour

* Rates for individual attorneys within each category above vary based upon years of experience. Specific rates for each attorney are available upon request.

** Rates for work performed by Senior Partners with 20 years of experience or more may range from \$395 - \$450 per hour. ¹

2. BILLING PRACTICE

Lozano Smith will provide a monthly, itemized Statement for services rendered. Time billed is broken into 1/10 (.10) hour increments, allowing for maximum efficiency in the use of attorney time. Invoices will clearly indicate the department or individuals for whom services were rendered.

Written responses to audit letter inquiries will be charged to Client on an hourly basis, with the minimum charge for such responses equaling .5 hours. Travel time shall be prorated if the assigned attorney travels for two or more clients on the same trip.

3. COSTS AND EXPENSES

In-office copying/electronic communication printing	\$ 0.25 per page
Facsimile	\$ 0.25 per page
Postage	Actual Usage
Mileage	IRS Standard Rate

Other costs, such as messenger, meals, and lodging shall be charged on an actual and necessary basis.

¹ Sale or Lease of Real Property Work:

Partner / Senior Counsel / Of Counsel	\$ 450 per hour
Associate	\$ 375 per hour
Paralegal / Law Clerk	\$ 225 per hour



Standard Terms of Engagement for Legal Services

This statement sets forth the standard terms of engagement for Diepenbrock Elkin Dauer McCandless, a limited liability partnership, as your lawyers. Unless modified in writing by mutual agreement, these terms will be an integral part of our agreement to work with you. Therefore, we ask that you review this statement carefully and contact us promptly if you have any questions. We suggest that you retain this statement in your file.

The Scope of Our Work

You should have a clear understanding of the legal services we will provide. Any questions that you have should be dealt with promptly. We will at all times act on your behalf to the best of our ability. Any expressions on our part concerning the outcome of your legal matters are expressions of our best professional judgment, but are not guarantees. Such opinions are necessarily limited by our knowledge of the facts and are based on the state of the law at the time they are expressed.

Who Will Provide the Legal Services

Customarily, each client of the firm is served by a principal attorney contact. The principal attorney should be someone in whom you have confidence and with whom you enjoy working. You are free to request a change of principal attorney at any time. Subject to the supervisory role of the principal attorney, your work, or parts of it, may be performed by other lawyers and legal assistants in the firm. Such delegation may be for the purpose of involving lawyers or legal assistants with special expertise in a given area or for the purpose of providing services on the most efficient and timely basis. Whenever practicable, we will advise you of the names of those attorneys and legal assistants who work on your matters.

How Fees Will Be Set

In determining the amount to be charged for the legal services we provide to you, we will consider:

- The time and effort required, the novelty and complexity of the issues presented, and the skill required to perform the legal services promptly
- The fees customarily charged in the community for similar services and the value of the services to you
- The amount of money or value of property involved and the results obtained
- The time constraints imposed by you as our client and other circumstances, such as an emergency closing, the need for injunctive relief from court, or substantial disruption of other office business
- The experience, reputations, and expertise of the lawyers performing the services
- The extent to which office procedures and systems have produced a high quality product efficiently.

Among these factors, the time and effort required are typically weighed most heavily. We will keep records of time we devote to your work, including conferences (both in person and over the telephone), negotiations, factual and legal research and analysis, document preparation and revision, travel on your behalf, and other related matters. We record our time in units of tenths of an hour.

The hourly rates of our lawyers and legal assistants have an important bearing on the fees we charge. These lawyers are assigned both regular and specialty rates. Their time will be charged at a specialty rate when they provide services in their specialty areas.

We are often requested to estimate the amount of fees and costs likely to be incurred in connection with a particular matter. Whenever possible, we will furnish such an estimate based upon our professional judgment, but always with a clear understanding that it is not a maximum or fixed fee quotation. The ultimate cost frequently is more or less than the amount estimated.

For certain well-defined services we may quote a flat fee. It is our policy not to accept representations on a flat fee basis except in such defined-services areas or pursuant to a special arrangement tailored to the needs of a particular client. In all such situations, the flat fee arrangement will be expressed in a letter, setting forth both the amount of the fee and the scope of the services to be provided.

In undertaking representation of a client with a personal injury or wrongful death claim, we will, in appropriate circumstances, provide legal services on a contingent fee basis. Any such contingent fee arrangement must be reflected in a written contingent fee agreement.

Out-of-Pocket Expenses

We typically incur, and pay on behalf of our clients, a variety of out-of-pocket costs arising in connection with legal services. These include charges made by government agencies and service vendors as well as clerical charges. Whenever such costs are incurred, we will carefully itemize and bill them. Typical of such costs are conference call fees; messenger, courier, express delivery charges and certain other postage; printing and reproduction costs; filing fees; deposition and transcript costs; witness fees; travel expenses; charges made by outside experts and consultants, including accountants, appraisers and other legal counsel (unless arrangements for direct billing have been made); and computerized research charges.. We incur outside costs as agents for our clients and incur internal expenses on behalf of our clients, who agree that these costs will always be paid on a regular basis.

The firm routinely incurs matter specific out-of-pocket expenses for the benefit of clients and for which reimbursements will be charged. The firm's out-of-pocket expense rates may be adjusted from time to time to reflect matter specific changes in cost levels experienced.

Photocopy Costs: Photocopies are billed to clients at the rate of \$0.20 per page.

Telephone Costs: Conference call costs are billed to clients at the rate specified by the conference call provider.

Legal Research Costs: Legal research charges billed to clients vary with the type of database accessed and the time required. The firm's rates are set to allow it to recover the costs of providing this service to clients, and generally include tolls, taxes, database access charges and certain other costs incidental to collecting and processing legal research cost information.

Postage/Delivery Service Costs: Postage and delivery service, for other than regular letter correspondence, are billed to clients at the rates charged by the various carriers.

Outside Messenger Costs: Outside messenger services utilized are billed to clients at the rates charged by the messenger services.

Advance Fee and Trust Agreements

New clients of the firm are commonly asked to deposit an advance fee with the firm. Unless other arrangements are specified by your principal attorney contact, the advance fee deposit is held pending completion of the matter. At the conclusion of our legal representation or at such time as the deposit is unnecessary or is appropriately reduced, the remaining balance or an appropriate part of it will be returned to you. If the advance fee deposit provides insufficient funds to cover current expenses and fees, it may have to be increased.

Deposits that are received to cover specific items will be disbursed as provided in our agreement with you, and you will be notified from time to time of the amounts applied or withdrawn. Any amount remaining after disbursement will be returned to you.

All trust deposits we receive from you, including advance fees, will be placed in a trust account for your benefit. By law, your deposit must be placed in a pooled account if it is not expected to earn a net return, taking into consideration the size and anticipated duration of the deposit and the transaction costs. Other trust deposits will also be placed in the pooled account unless you request a segregated

account. By law, interest earned on the pooled account is payable to a charitable foundation established by the State Supreme Court. Interest earned on a segregated trust account will be added to the deposit for your benefit and will be includable in your taxable income.

Termination

You may terminate our representation at any time, with or without cause, by notifying us. If such termination occurs, your papers and property will be returned to you promptly. Our own files pertaining to the case will be retained. Your termination of our services will not alter your responsibility for payment of legal services rendered and out-of-pocket costs incurred before termination and in connection with an orderly transition of the matter.

We are subject to the State Code of Professional Responsibility, which lists several types of conduct or circumstances that require or allow us to withdraw from representing a client, including nonpayment of fees or costs, misrepresentation or failure to disclose material facts, action contrary to our advice, and conflict of interest with another client. Client acknowledges and agrees that should client fail to pay our fees and costs when due, the firm shall be entitled to withdraw from the representation pursuant to the Code of Professional Responsibility, and that client further agrees not to contest such withdrawal. We try to identify in advance and discuss with our clients any situation that may lead to our withdrawal, and if withdrawal ever becomes necessary, we immediately give the client written notice of our withdrawal.

Errors and Omissions Insurance

This law firm maintains errors and omissions insurance coverage applicable to professional services.

Billing Arrangements and Terms of Payment

We will bill you on a regular basis, normally each month, for both fees and disbursements. You agree to make payment within 30 days of receiving our statement. Unpaid fees and disbursements accrue interest at the rate (non-compounded) of 0.833 percent per month (10% per annum) from the beginning of the month in which they become overdue. (Where fees and disbursements are regularly paid out of an advance fee deposit, no interest will be charged.)

We will give you prompt notice if your account becomes delinquent. You agree to bring the account or the advance fee deposit current. If the delinquency continues and you do not arrange satisfactory payment terms, we will withdraw from the representation and pursue collection of your account. You agree to pay the costs of collecting the debt, including court costs, filing fees, and a reasonable attorney's fee.

File Retention

Unless we are authorized by you to release the file (including your papers and property) in this matter to you or to destroy it sooner, your file shall be retained by this firm for five years following the date the matter is closed (unless our client in this matter is a minor, in which case the file shall be retained for five years past the closing date or until our client reaches majority, whichever is longer). Following the retention of your file for this period of time, we will notify you of our intention to destroy the file unless we receive instructions from you to forward the file to you. We will, of course, see that any destruction of the file is accomplished by suitable means, to assure against the disclosure of any client confidences or secrets that are in the file.

Your Right to Arbitrate

If you disagree with the amount of our fee, please take up the question with your principal attorney contact or with the firm's managing partner. Typically, such disagreements are resolved to the satisfaction of both sides with little inconvenience or formality. In the event of a fee dispute that is not readily resolved, you have the right to request arbitration under supervision of the State Bar Association, and we agree to participate fully in that process.

June 7, 2024

Via Email: Chris-Ralston@scusd.edu

Chris Ralston
Assistant Superintendent
Sacramento City Unified School District
5735 47th Avenue
Sacramento, CA 95824

Re: **Agreement for Legal Services**

Dear Mr. Ralston:

We are very pleased to be retained by Sacramento City Unified School District ("SCUSD") under a Master Fee Agreement pursuant to which our Firm will provide general legal services on an as-needed basis to SCUSD for a variety of short-term legal matters, including drafting, negotiating and providing advice regarding contract documents; assisting with legal issues that arise during bidding and other procurements; providing assistance on other short-term contracting questions; assisting with pre-litigation claim issues; counseling regarding specific projects prior to litigation; and providing assistance with other issues that require prompt attention. We also will be available to attend meetings with SCUSD to discuss legal issues. Additionally, as part of this engagement, and as a courtesy at no cost to SCUSD, we will be pleased to offer in-house training seminars on legal issues of importance to SCUSD. Excluded from the scope of this Master Agreement are more complex matters, such as complex litigation matters. While we will be delighted to provide legal assistance to SCUSD related to matters excluded from this Master Agreement, any such matters will be the subject of a separate, project-specific fee agreement.

Unless advised otherwise, we will communicate with you as the representative of the SCUSD.

This letter constitutes the written Fee Agreement ("Agreement") that will govern this representation. Enclosed herewith is our Firm's Standard Terms of Engagement for Legal Services, which is incorporated herewith and made part of this Agreement. Unless advised otherwise, we will communicate with you as the representative of the Client.

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Fees and Billing

It is our philosophy to provide quality legal services at a reasonable cost. Our current basic billing rates for our legal personnel range from \$125 to \$500 per hour. These rates are subject to change from time to time, and are generally adjusted effective January 1 of each year. I will be the attorney primarily responsible for this engagement, with assistance from my colleagues Jennifer L. Dauer and Nicholas B. Brummel. My current rate is \$500 per hour; Ms. Dauer's current standard rate is \$450 per hour; and Mr. Brummel's standard rate is \$340 per hour. For this matter, however, we are pleased to offer the discounted rate for public entities of \$330 per hour for each attorney. To the extent we need paralegal assistance for this engagement, their rates will be discounted to \$125 per hour. All work assignments will be made, where possible, in a way that maximizes our legal effectiveness and time efficiency and minimizes your legal expenses.

We typically charge our time in minimum units of 0.2 hours, and our billing statements will reflect the time spent on a per task basis. In addition to our fees for work performed, all outside vendor costs will be the responsibility of SCUSD payment. We will not incur costs associated with outside vendors without the approval of SCUSD. We will review invoices from outside vendors for accuracy and approval and then provided them to SCUSD for payment. If the invoices are in a minimal amount (typically less than \$500.00), payment may be advanced by our Firm. In that case, they will be carefully itemized on SCUSD's monthly statement from our Firm.

We will provide you with our monthly billing statements for fees and disbursements. If at any time you have questions concerning a billing statement, we will be pleased to discuss them with you. We also will provide any additional explanation of our work that you request. It is essential that you advise us promptly if you do have questions or concerns regarding billings so we may resolve them as quickly as possible. Our invoices are due upon receipt and we reserve the right, consistent with our ethical obligations, to withdraw from this representation should our invoices become delinquent. We also waive our normal requirement for an advance deposit for fees and the interest that we charge if bills are not paid on a 30 day turnaround.

Advance Deposit

We will waive our normal requirement for an advance fee deposit.

Termination

We look forward to a long and mutually beneficial working relationship with SCUSD. However, SCUSD has right to end our services at any time. If that should happen,

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SCUSD will be responsible for the payment of fees and costs accrued, but not yet paid, plus reasonable fees and costs in transferring the matter to you or new counsel. By the same token, we reserve the right to terminate our services upon written notice or in accordance with our attached Standard Terms. This could happen if our fees and costs are not paid as agreed, there is a failure to cooperate with us in this matter such that we are hindered in our ability to provide our service, or if we determine we cannot continue to represent the City for ethical or practical concerns.

Client File

It is our practice to maintain files electronically rather than in hard (paper) copy unless you request, in writing during the representation, that we retain paper files. At the conclusion of our representation, we will retain client files electronically for five years, during which time you may request electronic copies of the files. Any paper files may be destroyed at the conclusion of the representation if SCUSD does not make a written request for the return of its files at or before that time.

Conflicts of Interest

An attorney-client relationship requires, of course, mutual trust between the client and the attorney. It is understood that communications exclusively between counsel and the client are confidential and protected by the attorney-client privilege.

To assure mutuality of trust, we maintain a client index. The California Rules of Professional Conduct define whether a past or present relationship with any party prevents us from representing a new client. To assist us in complying with these rules, all persons and entities involved in this matter must be checked against our index to confirm there are no conflicts. Similarly, to guard against future conflicts, you will be included in our list of clients on the index.

We have checked the following names against our client index at this time. We request that you assist us in updating this list as you become aware of any changes required in the future.

- Sacramento City Unified School District

Based on that check, we can represent SCUSD's interests in the matters described herein. For particular projects under this Master Agreement, we may need to update this list depending on whether there is another party involved. For example, in the case of a bid protest, we will need to check the names of the intended contract awardee and the protesting party against the names in our client index.

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Agreement

Although we have set forth the terms of our representation in the form of a letter, the Agreement set forth in this letter, including the enclosed Standard Terms, is a binding legal contract. If the Agreement meets with your approval, please acknowledge receipt and agreement with the terms contained in this letter by signing a copy and returning it to us. Please keep a copy for your records. **Our receipt of a signed copy of this letter is required before we can proceed with any work.**

Please do not hesitate to contact me with any questions you may have. Again, we look forward to working with SCUSD.

Very truly yours,

DIEPENBROCK ELKIN
DAUER MCCANDLESS LLP



Eileen M. Diepenbrock

Enclosures: Standard Terms and Conditions

ACCEPTANCE AND APPROVAL

The undersigned has reviewed and understands the foregoing terms and conditions, and has the authority to so bind the party on behalf of whom this is signed.

Dated: _____

Sacramento City Unified School District

By _____

Name: _____

Title: _____



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1o

Meeting Date: June 20, 2024

Subject: Approve Joint-Use Agreement Between Sacramento City Unified School District and Sacramento County Office of Education

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Facility Support Services

Recommendation: Approve Joint-Use Agreement between Sacramento City Unified School District (SCUSD) and Sacramento County Office of Education (SCOE).

Background/Rationale: SCOE currently provides an Infant Development Program of its Special Education Department within a section of one of the portable classrooms at the Hiram Johnson High School Family Education Center but needs to relocate to an adjacent available space within the same Family Education Center in order to expand District services in SCOE's current location. Furthermore, the Agreement with SCOE for the use of space at this location needs to be updated. The term of this Agreement shall be from July 1, 2024, to June 30, 2029. The Agreement may be renewed for two (2) additional five (5) year terms upon mutual written agreement from both parties.

Financial Considerations: SCOE agrees to pay SCUSD quarterly payments of \$1,800 for the Agreement and \$1,500 for their portion of utilities, with allowable annual adjustments.

LCAP Goal(s): Family and Community Empowerment; Operational Excellence

Documents Attached:

Joint-Use Agreement between Sacramento City Unified School District and Sacramento County Office of Education

Estimated Time of Presentation: NA

Submitted by: Nathaniel Browning, Director, Capital Projects, Facilities, and Resource Management

Approved by: Chris Ralston, Assistant Superintendent, Facility Support Services
Janea Marking, Chief Business and Operations Officer
Lisa Allen, Superintendent

**JOINT-USE AGREEMENT
BETWEEN
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
AND
SACRAMENTO COUNTY OFFICE OF EDUCATION**

THIS JOINT-USE AGREEMENT ("Agreement") is made July 1, 2024 ("Effective Date"), by and between the Sacramento City Unified School District, a California public school district ("District"), and Sacramento County Office of Education, a California county government agency ("Tenant"). District and Tenant are herein referred to individually as "Party," and collectively as the "Parties."

RECITALS

WHEREAS, District owns property commonly known as the Hiram W. Johnson High School, located at 6879 14th Avenue in Sacramento, California, and which is depicted in **Exhibit "A,"** attached hereto and made part of this Agreement ("Property");

WHEREAS, Tenant currently occupies a portable building numbered 10 or "P10" at the Property for the operation of Tenant's Infant Development Program of its Special Education Department ("Program");

WHEREAS, Parties desire to relocate the operation of its Program on that certain portion of the Property as more specifically described in **Exhibit "B"** attached hereto and made part of this Agreement ("Premises"), and District desires to allow Tenant to relocate the operation of its Program on the Premises, as specified herein;

WHEREAS, pursuant to California Education Code, section 17527, *et seq.*, District is authorized to rent or lease its property via a joint-use agreement to make vacant space on District sites or in operating school buildings available to other "school districts, educational agencies, except private educational institutions which maintain kindergarten or grades 1 to 12, inclusive, governmental units, nonprofit organizations, community agencies, professional agencies, commercial and noncommercial firms, corporations, partnerships, businesses, and individuals";

WHEREAS, pursuant to section 17529 of the Education Code, District's Board of Education has determined that this Agreement and Tenant's joint occupancy and use of the Premises for its Program as set forth herein will not: (1) interfere with the educational programs or activities of the District or any school or class conducted on the Property or in any building; (2) unduly disrupt the residents in the surrounding neighborhood; or (3) jeopardize the safety of any children at the Property; and

WHEREAS, the Parties now desire to enter into this Agreement to set forth the terms and conditions governing Tenant's use of the Premises for its continued operation of its Program.

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth, District and Tenant agree as follows:

AGREEMENT

1. Title to Property. The Parties acknowledge that title to the Property depicted in **Exhibit "A,"** including the Premises and improvements thereon, is held by District. Nothing contained in this Agreement shall constitute an agreement by District to subject its fee interest in the Property, including the Premises, to any lien.

2. Use of the Premises. The Premises are more particularly described at **Exhibit "B."** District agrees to allow Tenant exclusive use of the Premises solely for the administration and operation of Tenant's Program during the Term or any Renewed Term of this Agreement, pursuant and subject to the terms, covenants, and conditions set forth herein.

3. Term. The term of this Agreement shall commence on July 1, 2024, and shall remain in effect for five (5) years, if not sooner terminated pursuant to the terms of this Agreement, ending on June 30, 2029 at 11:59 p.m. ("Term"). Tenant agrees to yield and peaceably deliver possession of the Premises to District in the condition required under this Agreement on the date of expiration of the Term, or any Renewed Term, of the Agreement or earlier termination of this Agreement, whatsoever the reason for such termination.

4. Renewal. This Agreement may be renewed for two (2) additional five (5) year terms ("Renewed Term") upon the mutual written agreement of the Parties. If either Party wishes to renew this Agreement for the Renewed Term, it shall notify the other Party in writing at least ninety (90) days before the expiration of the then current term. The Parties understand that pursuant to Education Code section 17534, any term of this Agreement may not exceed five (5) years, thus prior to any Renewed Term, the District's Board of Education shall make the findings required by Education Code section 17529.

5. Rent.

5.1 Rent. For and in consideration of the use of the Premises during the Term of this Agreement, Tenant agrees to pay District quarterly payments of One Thousand, Eight Hundred and 00/100 Dollars (\$1,800.00) ("Rent"), which the Parties agree constitute fair market rent for the Premises. The first payment of Rent shall be due when Tenant executes this Agreement. Tenant's payments of Rent are due on or before the first day of each quarter of every year for the Term, or any Renewed Term of this Agreement, without deduction, setoff, prior notice, or demand.

5.1.1 Annual Adjustment. The amount of Rent shall be adjusted annually, on every January 1 of each and every year during the Term and any Renewed Term of this Agreement, by ten percent (10%). District shall notify Tenant of the Annual Adjustment of the Rent, in writing, by December 1 of each year. The Annual Adjustment of Rent shall not require an amendment to this Agreement.

5.2 Interest. Tenant acknowledges that late payment by Tenant to District of the Rent due hereunder will cause District to incur costs not contemplated by this Agreement, the exact amount of which is, and will be, extremely difficult to ascertain. Accordingly, the Parties agree that Rent shall be delinquent and shall bear interest if not paid promptly on the date it becomes due at the rate of ten percent (10%) per annum or the maximum amount allowed by law from the date it becomes due until it is paid by Tenant to District. The Parties hereby agree that such late charges represent a fair and reasonable estimate of the

costs District will incur by reason of late payment by Tenant. Acceptance of such late charge by District shall in no event constitute a waiver of Tenant's default with respect to such overdue amount, nor prevent District from exercising any of its other rights and remedies granted hereunder. Lack of payment for more than thirty (30) days after the date it is due shall be deemed to be a default under the terms of this Agreement, in which event District may exercise its rights under this Agreement, including immediate termination, upon giving notice to Tenant. This Section shall survive the expiration or earlier termination of this Agreement.

5.3 Place of Payment. All payments of Rent and any other amounts that become due and payable under this Agreement shall be paid to District at the Sacramento City Unified School District Office, in care of the *Accounting Department for SCOE HJ Lease*, located at 5735 47th Avenue, Sacramento, California, 95824 or any other place that District may designate by written notice to Tenant.

6. Security Deposit.

6.1 Upon the Effective Date of this Agreement, Tenant shall deposit with District a noninterest-bearing security deposit in the amount of Six Hundred and 00/100 Dollars (\$600.00), which District will hold during Tenant's use or occupancy of the Premises ("Security Deposit"). The Security Deposit shall secure the timely, full, and faithful performance by Tenant of each term, covenant, and condition of this Agreement. No interest shall accrue on the Security Deposit. District shall not be deemed a trustee of the Security Deposit and may deposit the Security Deposit with District's other funds.

6.2 If, at any time, Tenant shall fail to make any payment or fail to keep or perform any term, covenant, or condition on its part to be made or performed or kept under this Agreement, District may, but shall not be obligated to, and without waiving or releasing Tenant from any obligation under this Agreement, use, apply, or retain the whole or any part of the Security Deposit: (i) to the extent of any sum due to District, including Rent; (ii) to make any required payment on Tenant's behalf; or (iii) to compensate District for any loss, damage, attorneys' fees or costs, or expense sustained by District due to Tenant's default. In such event, Tenant shall, within five (5) days of written demand by District, remit to District sufficient funds to restore the Security Deposit to its original sum of Six Hundred and 00/100 Dollars (\$600.00).

6.3 Should Tenant comply with all of the terms, covenants, and conditions of this Agreement and at the end of the Term or any Renewed Term of this Agreement vacate and surrender the Premises to District in the condition required by this Agreement, then the Security Deposit, less any sums owing to District, shall be returned to Tenant within thirty (30) days after the termination or expiration of this Agreement and the surrender of the Premises by Tenant to District.

7. Custodial Services, Maintenance, and Repairs.

7.1 At all times during the Term or any Renewed Term of this Agreement, Tenant agrees, at its sole cost and expense, to use the Premises in a manner that maintains good order and a safe, clean and sanitary condition consistent with the condition of the Premises existing at the time Tenant first took possession,

excepting normal wear and tear, in conformance with all laws, rules, and regulations applicable to use of the Premises by Tenant or District.

- 7.2** District will provide custodial services for the Premises at no additional charge to Tenant.
- 7.3** Except as expressly provided in this Agreement, and unless caused by the negligent acts or omissions or willful misconduct of Tenant, District will maintain and repair the Premises including, without limitation, windows, skylights, and doors (including locks and hardware), walls, plaster and partitions, floors, interior and exterior painting, fixtures, ceilings electrical, plumbing, and lighting systems and fixtures in a condition similar to that which existed at the time Tenant first took possession of the Premises. The term, "maintain and repair," shall be defined as routine, regular, or necessary maintenance. District shall be responsible for maintenance, repair, and replacement of the heat or air conditioning systems, if applicable, provided, however, that Tenant shall be responsible for the cost and expense of any maintenance, repair or replacement of the air conditioning systems caused by the negligent acts or omissions or willful misconduct of Tenant.
- 7.4** Except as may be expressly provided in this Agreement, District agrees that if the structural elements of the building become damaged to a lesser condition than currently exists, and if such structural damage is due to no fault or negligence of Tenant, then District will repair the damage in such a manner as to bring it back to a condition which is similar to the condition existing as of the Effective Date of this Agreement; however, District may elect to either (i) terminate this Agreement if such repair cost exceeds One Hundred Thousand and 00/100 Dollars (\$100,000.00) per incident or One Hundred Thousand and 00/100 Dollars (\$100,000.00) in the aggregate, or (ii) offer to amend the Agreement to exclude the damaged portion of the Premises, if possible, as determined by the District. District agrees to prorate Tenant's Rent and utilities during the "repair" period only if the resulting structural damage prohibits Tenant from carrying out its normal daily activities. If District elects not to perform a repair estimated to cost in excess of One Hundred Thousand and 00/100 Dollars (\$100,000.00), or the Agreement is unable to be amended to exclude the damaged portion of the Premises as determined by the District, then Tenant may elect to remain in possession of the Premises and pay full Rent, or Tenant may elect to terminate the Agreement. As used in this Agreement, the term "structural elements of the building" is defined as and shall be limited to the following: foundation, footings, floor slab but not flooring, structural walls excluding glass and doors, and the roof excluding skylights. Plumbing, electrical and heating systems shall also be considered "structural elements of the building" excluding, however, those repairs and maintenance items which can be completed without wall or floor removal in which case these repairs shall be the responsibility of the Tenant as described above.
- 7.5** Tenant shall promptly report to District any damage or disrepair known to Tenant and/or caused or discovered by Tenant during Tenant's use of the Property or Premises.
- 7.6** District shall have no maintenance or repair obligations with respect to the Premises except as expressly provided in this Agreement. Tenant hereby knowingly and expressly waives the provisions of California Civil Code sections

1932(I), 1941, and 1942, including all rights to make repairs at the expense of District.

8. Utilities and Security.

- 8.1** District will provide Tenant access to internet connectivity at the Property and security services provided through an existing security alarm system previously installed at the Premises at no additional cost or expense to Tenant. District will modify the existing security alarm system for Tenant's independent use at the Premises, to the exclusion of other facilities adjacent to the Premises, by installing an alarm panel at and establishing a "security partition" for the Premises, as needed. Any security system modifications will begin on or following the Effective Date of this Agreement, with work completed by the commencement date of the Term of this Agreement. Pursuant to section 10 regarding Improvements or Modifications, Tenant shall pay District for performing the modifications to the security alarm system on a time and materials basis, within thirty (30) of receipt of an invoice from District if Tenant had previously agreed in writing to the cost of the modifications. District may set, or Tenant shall provide District, with the alarm code for the Premises so that District staff may access the Premises as permitted under this Agreement.
- 8.2** District shall not be responsible for any outages that may occur to the internet connectivity or security alarm system due to causes outside of the District's reasonable control. Tenant understands and agrees that District is required to repair or maintain or continue to provide internet connectivity or security alarm services to Tenant. District is required to continue to provide the same level or quality of service but does not need to maintain the same service provider during the Term or any Renewed Term of this Agreement. Tenant shall not abate Rent or any other sums due and payable to District under this Agreement due to the temporary cessation of or changes to the services provided by District pursuant to this Section. In the event that Tenant installs its own WiFi at the Premises, it shall not interfere with the District's WiFi.
- 8.3** Tenant will obtain utilities through District, and Tenant shall pay a fixed rate for their share of the utilities received based on the square footage of the Premises compared to the other occupied space at the Property. The fixed rate of \$1500 for utilities and custodial support shall be paid with the lease payments as a separate line item on a quarterly basis and will include the costs for water, sewer, gas, electrical, telephone, internet connectivity, trash pick-up, and custodial. Tenant shall pay its portion of all utilities within thirty (30) days of the District's invoice to Tenant of utility charges.
- 8.4** Tenant shall be responsible for security of the Premises at all times, excepting the security alarm service provided by District, and including WiFi and locking all windows, doors, and gates of the Premises when not in use. District is in no manner responsible for damage to or theft of Tenant's property.

9. Condition of Premises. Tenant hereby acknowledges, understands, and agrees that portions of the Property, including the Premises, are rented to Tenant on an "AS-IS", "WHERE-IS" and "WITH ANY AND ALL FAULTS" basis, subject to any and all existing easements and encumbrances, without representation or warranty by District or its agents, whether express or implied, of any kind whatsoever, including, without limitation, any representation or warranty of fitness or suitability for the operation of Tenant's Program, and

Tenant expressly waives all claims for damages by reason of any statement, representation, warranty, promise or agreement, if any, not contained in this Agreement. Tenant acknowledges that prior to using the Premises, Tenant shall inspect the Premises, including appurtenant facilities or grounds of the Property, and by entry into and taking possession of the Premises pursuant to this Agreement, Tenant stipulates and agrees that the Premises is clean, safe, and in usable condition, that Tenant is satisfied with the condition, suitability, and fitness thereof, and accepts the Premises as being in good and sanitary order, condition, and repair as the condition existing as of the commencement date of this Agreement. Other than any improvements specifically identified to be constructed or installed by District pursuant to this Agreement, District shall not be required to make or construct any alterations including structural changes, additions, or improvements to the Premises or Property. Applicant expressly waives any and all claims for defects in the Premises and the Property, including any latent defects therein.

10. Improvements or Alterations.

10.1 Site Improvements. In addition to the security alarm system discussed in section 8, District agrees to allow the construction of certain improvements at the Premises as described below (collectively, "Site Improvements"), subject to the following terms and conditions:

10.1.1 District will install new carpet within the Premises, excepting the kitchenette and restroom located within the Premises, at no additional cost to Tenant.

10.1.2 Upon request of the Tenant, District may allow Tenant to contract for minor modifications to the kitchenette and add network data/WiFi Drops at the Premises, such as modifications to the kitchenette counter or island or erecting floor to ceiling room dividers to create a separate storage area. Such contracting and modifications shall comply with all relevant laws and building requirements and be paid for by Tenant. Approval for any scope of work shall be requested by the Tenant through the District's Special Project Requests process.

10.2 Improvements or Alterations. Tenant shall not construct or cause to be constructed on Premises or the Property any improvements or alterations of any kind without the prior written approval of District. Any improvements or alterations to the Premises requested by Tenant shall be submitted in writing through the District's Special Projects Request process available online at www.scusd.edu/special-project-requests. If Tenant's request is approved, Tenant shall, at its own expense, obtain all necessary environmental and governmental approvals and permits, including, without limitation, any necessary approvals from the Division of the State Architect ("DSA"), and any local authority including any site, grading, zoning, design review, and other required permits or approvals, if applicable, prior to commencing construction, and shall provide District with evidence of approval by all applicable governmental agencies. All contractors and subcontractors of Tenant, if any, shall be duly licensed and registered in the State of California. Tenant shall be solely responsible for compliance with all applicable federal, state, and local laws, ordinances, rules, and regulations pertaining to the construction or installation of any improvements of the Premises that are performed by Tenant or on Tenant's behalf, including, without limitation, prevailing wage requirements. Tenant shall be solely responsible for maintaining the Premises and improvements installed thereon during the Term or any Renewed Term of

this Agreement, and while otherwise occupying the Premises, and for compliance with all applicable laws, ordinances, rules and regulations. District is in no manner responsible for damage or theft of Tenant's equipment or other personal property.

10.3 Tenant Signs. Tenant, at Tenant's cost, may place Tenant's signs on or at Premises, and otherwise to advertise its Program, provided Tenant obtains the approval and consent of District regarding content, size, and placement of signs, which approval and consent shall not be unreasonably withheld. All signs shall comply with District policies and local governmental ordinances pertaining thereto. Throughout the Term or any Renewed Term of this Agreement, Tenant shall, at its sole cost and expense, maintain the signage and all appurtenances in good condition and repair. Upon the termination of this Agreement, Tenant shall remove any signs which it has placed on the Premises and shall repair any damage caused by the installation or removal of those signs.

11. Termination.

11.1 Termination for Convenience.

11.1.1 Either party may terminate this Agreement at the end of the then-current fiscal year (June 30), without liability on the part of the terminating party except as otherwise provided herein, by giving written notice by no later than February 1 of that year.

11.1.2 Neither Party shall be required to provide just cause for termination for convenience in the written notification.

11.2 Termination for Cause.

11.2.1 Either Party may terminate this Agreement immediately after the expiration of any applicable cure period for cause. Cause shall include, without limitation the following, and the Parties shall have the cure periods provided below:

11.2.1.1 A default or material violation of this Agreement by either Party if such violation shall continue for thirty (30) days after written notice is given by either Party to the other Party of such violation; or

11.2.1.2 If, in the reasonable judgment of either party, the other party's acts or omissions: (i) interfere with the educational programs or activities of the terminating party or any school or class conducted on the Property or in any building, if applicable; (ii) represent an immediate threat to the health, welfare or safety of the terminating party's students, staff, or the public; (iii) violate applicable laws, codes, rules, regulations, or ordinances; (iv) subject or expose the terminating party and/or its Board of Education to liability to others for personal injury or property damage; or (v) unduly disrupt the residents in the surrounding neighborhood, then either party shall have the right, in its sole discretion, to terminate this Agreement immediately, unless, at the terminating party's sole option, the

offending party cures such default within twenty-four (24) hours of notice of termination, or longer in the terminating party's sole discretion; or

11.2.1.3 Tenant is adjudged bankrupt, Tenant makes a general assignment for the benefit of creditors, or a receiver is appointed on account of Tenant's insolvency.

11.2.2 If the District terminates for cause, Tenant's rights in the Premises shall terminate 90 days following the Tenant's receipt of notice of termination from the District, unless otherwise specified herein. Tenant shall surrender and vacate the Premises in the condition required under this Agreement, and District may reenter and take possession of the Premises and eject Tenant, or any other person or persons claiming any right under or through Tenant.

11.2.3 Restoration of Premises. Upon expiration or earlier termination of this Agreement, Tenant shall be responsible for restoring the Premises, and other portions of the Property that were affected by Tenant's occupancy of the Premises, to its condition that existed on the date of Tenant's first occupancy with no damage thereto, reasonable wear and tear accepted, free and clear of all liens, claims, encumbrances, and clouds on District's title. This provision shall not apply to Site Improvements and modifications listed in section 10 above, unless otherwise agreed to in writing.

11.2.4 No Limitation of Rights. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District and/or Tenant.

12. Title to and Removal of Tenant's Equipment.

12.1 Tenant shall provide its own furniture, equipment, personal property, chattels, fixtures and/or improvements ("Tenant's Equipment") necessary to the operation of Tenant's Program. Title to Tenant's Equipment on the Premises shall be held solely by Tenant, and Tenant shall be solely responsible for any maintenance and repair of Tenant's Equipment. All of Tenant's Equipment shall remain the personal property of Tenant and shall not be treated as real property or become a part of the Premises. On or before the expiration of this Agreement, or within thirty (30) days after any earlier termination hereof, Tenant shall remove Tenant's Equipment, at its sole expense. Tenant shall repair any damage to the Premises, caused by said removal and restore Premises to good condition, less ordinary wear and tear.

12.2 In the event that Tenant fails to timely remove Tenant's Equipment, District, upon fifteen (15) days written notice, may, without liability on the part of District to Tenant or any person or entity claiming under Tenant, either (1) accept ownership of Tenant's Equipment with no cost to the District, or (2) remove and/or dispose of Tenant's Equipment at Tenant's sole cost. In the event that the District chooses to accept ownership of Tenant's Equipment, Tenant shall execute any necessary documents to effectuate the change in ownership of Tenant's Equipment to District. In the event that the District removes and/or disposes of Tenant's Equipment, Tenant shall pay all costs for

the removal and/or disposal of Tenant's Equipment within thirty (30) days of receipt of an invoice.

13. No Right to Holdover. Tenant has no right to retain possession of the Premises or use or occupy any part thereof beyond the expiration or earlier termination of this Agreement. At or prior to the expiration or termination of this Agreement, Tenant shall have vacated the Premises, removed all of Tenant's Equipment therefrom, and returned the Premises to District in the condition specified in this Agreement. In the event Tenant does not vacate and return the Premises or any part thereof to District at or prior to the expiration or termination of this Agreement, then District's damages during any holdover period shall be computed at One Hundred and Fifty Percent (150%) of the amount of Rent payable during the last full month before the expiration or termination of this Agreement (disregarding any temporary abatement of Rent that may have been in effect). Acceptance of damages by District during any holdover period shall not be construed as consent by District to any holding over by Tenant.

14. Destruction.

14.1 If the Premises or the Property is damaged or destroyed so as, in District's sole judgment, to hinder Tenant's normal operations, Rent and utilities shall abate in proportion to the loss of use from the date such damage or destruction occurs until Tenant is able to commence normal operations.

15. Tenant's Program, Staff and Background Verification.

15.1 Tenant represents that it is duly authorized to administer and operate its Program, and at District request, Tenant shall provide copies of relevant license(s), permit(s), accreditation(s), and/or certification(s) to District. Tenant shall be solely responsible for obtaining all necessary permits, licenses, and approvals from any and all applicable State, local or other regulatory agencies related to the operation of its Program or otherwise connected to Tenant's use of the Premises, including without limitation, use permits and compliance with the California Environmental Quality Act ("CEQA").

15.2 Tenant shall be solely responsible for the administration and operation of its Program, including the hiring of all employees. Tenant shall be responsible for verifying the qualifications, credentials, certificates, and licenses of its employees, staff, agents, volunteers, consultants, and/or subcontractors who may provide services in conjunction with Tenant's operation and administration of its Program and activities on the Premises and Property.

15.3 Upon execution of this Agreement, Tenant shall review, complete and submit to District the Criminal Background Investigation/Fingerprinting Certification attached hereto as **Exhibit "C"** to determine whether the fingerprinting and criminal background investigation requirements described in Education Code section 45125.1 apply to Tenant. If applicable, Tenant shall provide to District written verification of compliance with the aforementioned fingerprinting and criminal background investigation requirements prior to each individual's commencement of employment or participation in any Tenant activity, and Tenant shall not allow any person for whom the District has not received satisfactory written verification of compliance to enter the Property for any purpose related to or arising out of this Agreement at any time that District pupils may be present or otherwise have contact with District pupils.

16. Prohibited Uses and Restrictions.

16.1 The following uses and types of activities are prohibited on the Property and Premises: (a) Any use or activity which involves the possession, serving, consumption, use, and/or sale of illegal drugs, narcotics, intoxicants, marijuana or synthetic marijuana, tobacco products, including, without limitation, vaporized or e-cigarettes, and/or other restricted substances; Alcoholic beverages may be served, consumed, and used on the Premises during a special event provided that Tenant obtains a temporary license for serving alcohol during that event, and the serving of alcohol does not occur during school hours or when students are otherwise on the Property for a school event, athletic competition, recreational program, or other District or school sponsored program; (b) Any use or activity which involves gambling and/or the conducting of games of chance; (c) Any use or activity which is inconsistent with the use of the Premises for the Program expressly stated herein, the use of the Premises for school purposes, or which otherwise interferes with school or District activities or the regular conduct of schoolwork, as applicable to the Property; (d) Any use or activity which is discriminatory against any group or individual protected under local, state, or federal antidiscrimination laws or District policy; (e) Any use or activity that includes fighting, quarrelling, abusive language, or noise which may be offensive to other uses, activities, or the neighborhood; (f) Any use or activity for the commission of any crime or any act prohibited by law or District policy, nor shall the Property or Premises be used for any unlawful purpose; (g) Any use or activity which is inimical or contrary to public morals, good manners, taste and/or welfare or which is morally objectionable as unsuitable for a public educational facility; (h) Any use or activity which would, in the sole discretion of District, unduly disrupt the residents in the surrounding neighborhood; (i) Any use or activity which would, in the sole discretion of District, injure or damage the Property, Premises, school facilities, grounds, equipment, or other school or District property; (j) Any use or activity which may cause an increase in the existing rate of insurance upon the Property or Premises or cause the cancellation of any insurance policy covering the Property or Premises; (k) No animals of any kind are allowed on the Property or Premises except for certified service animals or unless otherwise required by law; (l) Firearms, including pellet guns, BB guns, or sling shots, and other weapons or explosive devices are prohibited on any District property, including the Property and the Premises; (m) Tenant shall not commit or suffer to be committed, any waste upon the Property or Premises, or place any harmful substances, whether solid, liquid or gaseous, in the plumbing, sewer, or storm water drainage systems of the Property or Premises; and (n) pursuant to Education Code section 38136, activities that advocate the overthrow of the government of the United States or of the State of California by force, violence, or other unlawful means, or activities of a Communist action organization or Communist front organization required by law to be registered with the Attorney General of the United States.

16.2 No waste materials or refuse shall be dumped upon or permitted to remain upon any part of the Property or Premises except in trash containers designated for that purpose. Additionally, Tenant shall comply with all environmental and hazardous materials laws, and shall not cause or permit any Hazardous Material to be generated, brought onto, used, stored, or disposed of in or about the Property or Premises. As used herein, the term "Hazardous Materials" means any hazardous or toxic substance, material or waste which is or becomes

regulated by any local governmental authority, the State of California, or the United States Government. The term "Hazardous Materials" includes, without limitation, petroleum products, asbestos, PCBs, and any material or substance which is: (i) defined as hazardous or extremely hazardous pursuant to Title 22 of the California Code of Regulations, Division 4.5, Chapter 11, Article 4, section 66261.30, et seq.; (ii) defined as "hazardous waste" pursuant to section (14) of the federal Resource Conservation and Recovery Act, 42 U.S.C. 6901, et seq., or (iii) defined as a "hazardous substance" pursuant to section 10 of the Comprehensive Environmental Response, Compensation, and Liability Act, 42 U.S.C. 9601, et seq. As used herein, the term "hazardous materials law" means any statute, law, ordinance, or regulation of any governmental body or agency, including, without limitation, the U.S. Environmental Protection Agency, the California Regional Water Quality Control Board, and the California Department of Health Services, which regulates the use, storage, release, or disposal of any Hazardous Material.

- 16.3** If parking on the Property, Tenant and its participants, employees, agents, volunteers, licensees, and invitees must park in District designated parking locations and drive on designated roadways. Under no circumstances shall Tenant or its participants, employees, agents, volunteers, licensees, and invitees drive or park on lawns, fields, pedestrian pathways, corridors, tracks, landscaping, courtyards, sidewalks, playground black top areas within the internal school site, or any other areas not intended for vehicles. Parking in designated fire lanes is prohibited. Tenant shall be solely responsible for any and all property damage or other losses resulting from unauthorized use or parking of vehicles in prohibited areas on the Property by Tenant or its participants, employees, agents, volunteers, licensees, or invitees. District shall have no responsibility for the safety of the vehicles or their contents parked at the Property, and Tenant assumes the entire risk of lost and theft with respect to property placed at the Property by Tenant or on its behalf.

17. Hold Harmless/Indemnification. To the fullest extent permitted by California law, Tenant shall defend, indemnify, and hold harmless District, its Board of Education and members, its agents, representatives, officers, consultants, employees, trustees, and volunteers (the "Indemnified Parties") from any and all losses, liabilities, claims, suits, damages, expenses, costs, recourses, penalties, fines, liabilities, and actions of any kind, nature, and description, including, but not limited to, attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the performance of this Agreement, Tenant's use of or presence in, on, or about the Premises or Property, or from any activity, work, or thing done, permitted, or suffered by Tenant, its employees, volunteers, participants, partners, officers, students, clients, members, agents, contractors, customers, guests, attendees, invitees, staff, representatives, servants, tenants, concessionaires, invitees, or visitors in conjunction with the performance of this Agreement, including, but not limited to, personal or bodily injuries, illnesses, infectious diseases or bacterial or viral infections, death, property damage, theft or loss, or any non-compliance with any federal, state, or local laws, orders, regulations, or health and safety guidelines (including the fingerprinting and criminal background investigation requirements set forth in Education Code section 45125.1 if applicable) and unless caused wholly by the sole negligence or willful misconduct of the Indemnified Parties; and in case any action or proceeding be brought against District or the Indemnified Parties, Tenant, upon notice from District, shall defend the same at Tenant's expense by counsel selected and approved in writing by District.

18. Insurance.

- 18.1 Commercial General Liability Insurance.** Tenant shall, during the Term or any Renewed Term of this Agreement, maintain in force, a combined, single-limit liability commercial general insurance policy with a \$2 million per occurrence and \$4 million aggregate limit of liability for bodily injury and property damage, including products and completed operations, and personal and advertising injury. The District, its Board of Education and members, and its officers, officials, employees, agents and volunteers shall be named as additional insureds at Tenant's expense under such policy. Such policy shall provide for a thirty (30) day written notice to District of any cancellation or reduction of coverage. Tenant agrees to provide District an original certificate of insurance evidencing this coverage in a form satisfactory to District upon execution of this Agreement, upon each policy renewal, and upon request of District during the Term or any Renewed Term of this Agreement.
- 18.2 Automobile Insurance.** Tenant shall, during the Term or any Renewed Term of this Agreement, maintain in force a comprehensive auto liability policy naming District, its Board of Education and members, and its officers, officials, employees, agents and volunteers, at Tenant's expense, as additional insured under such policy. The policy shall provide for a thirty (30) day written notice to District of any cancellation or reduction of coverage. Tenant agrees to provide District an original certificate of insurance evidencing this coverage, including all required amendatory endorsements and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements, in a form satisfactory to District upon execution of this Agreement, upon each policy renewal, and upon request of District during the Term or any Renewed Term of this Agreement.
- 18.3 Workers' Compensation and Employer's Liability Insurance.** During the Term or any Renewed Term of this Agreement, Tenant shall comply with all provisions of law applicable to Tenant with respect to obtaining and maintaining workers' compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limits of no less than \$1 million per accident for bodily injury, illness, or disease. Prior to commencement and any renewal of this Agreement and Tenant's occupancy of the Premises, Tenant shall provide District, as evidence of this required coverage, a certificate in a form satisfactory to District on or before the commencement or renewal date, providing that insurance coverage shall not be cancelled or reduced without thirty (30) days prior written notice to District.
- 18.4 Property Insurance.** Tenant acknowledges and understands that the insurance to be maintained by District on the Premises will not insure any of Tenant's Equipment, property, improvements, or betterments made by Tenant. Accordingly, Tenant shall, at its own expense, maintain in full force and effect an insurance policy on all of its fixtures, equipment, improvements and betterments made by Tenant, and personal property in, about, or on the Premises and Property. Said policy is to be for "All Risk" coverage insurance, at full replacement cost with no coinsurance penalty provision.

19. Health Pandemic Requirements.

- 19.1 Health Pandemic Protocols and Guidelines.** Tenant hereby acknowledges that the County of Sacramento, through its Health Officer, the State of

California, and the federal Center for Disease Control (“CDC”) may issue pandemic, e.g., COVID-19, health protocols governing the use and operation of facilities by certain businesses and organizations (collectively, “Pandemic Protocols”), and Tenant acknowledges and represents that Tenant shall familiarize itself with any such current or future Pandemic Protocols, now and as they may be amended, updated, or superseded from time to time, and further, Tenant agrees to abide by the COVID-19 Protocols and other local, state, and federal guidelines regarding human protection from COVID-19 (collectively, the “Guidelines”).

- 19.2** As the Pandemic Protocols and Guidelines contemplate additional requirements for facility readiness, Tenant understands and agrees that Tenant, at Tenant’s own cost and expense, shall be responsible for appropriate and compliant deep cleaning, disinfection, and sanitation and other facility readiness requirements of the Premises to mitigate the risk of spreading a health pandemic, including the use of products approved by the Environmental Protection Agency (“EPA”) and in compliance with the Healthy Schools Act (“HSA”). Likewise, at its own cost and expense, Tenant shall provide all personal protective equipment required to follow the Pandemic Protocols and Guidelines.
- 19.3** Tenant acknowledges and understands that an inherent risk of exposure to health pandemics exists in any public place where people are present, such as the District’s Property. Tenant further acknowledges and understands that the District makes no representation or warranty regarding the condition of the Property with respect to health pandemics at any time during this Agreement, and further has no duty or responsibility to ensure the Property is made clear of such pandemics.
- 19.4** **Assumption of Risk.** Tenant understands and acknowledges that, due to health pandemics, there are certain risks inherent in visiting public spaces, such as the Premises and Property, and/or engaging in activities, gatherings, or events with or within proximity of others, including, without limitation, accident, personal or bodily injury, illness, disease, viral or bacterial exposure or infection, and/or death, and that engaging in such activities may be dangerous. Tenant agrees that District cannot ensure the safety of Tenant or Tenant’s employees, volunteers, participants, partners, officers, students, clients, members, agents, contractors, customers, guests, attendees, invitees, staff, attendees, family, heirs and visitors from risks associated with COVID-19 or other related or similar pandemics or other infectious diseases, sickness, or ailments. Tenant, on behalf of itself and its employees, volunteers, participants, partners, officers, students, clients, members, agents, contractors, customers, guests, attendees, invitees, staff, attendees, family, heirs, visitors, and all other related persons, agents, and entities (collectively and individually, “Tenant’s Contacts”), HEREBY ACKNOWLEDGES AND ASSUMES FULL RESPONSIBILITY FOR AND RISK (KNOWN AND UNKNOWN) OF ACCIDENT, PERSONAL OR BODILY INJURY, SICKNESS, ILLNESS, VIRAL OR BACTERIAL EXPOSURE OR INFECTION, HOSPITALIZATION, LOSS OF PERSONAL PROPERTY, QUARANTINES, AND/OR DEATH AND ALL RELATED COSTS AND EXPENSES to Tenant or any member of Tenant’s Contacts from, or in any way associated with, COVID-19 or other related or similar pandemic or infectious disease, sickness, or ailment that directly or indirectly results from, arises out of, or in any manner is connected with Tenant’s or Tenant’s Contact’s use of or presence in, upon, or about the Premises or Property. This assumption

of responsibility and risk includes, without limitation, all KNOWN AND UNKNOWN RISKS AND DANGERS, INHERENT OR OTHERWISE.

20. Cooperation with Other Occupants of the Property. It is understood and recognized by Tenant that the Property, of which the Premises is a part, will be used by other parties, including District, and Tenant shall cooperate with the other parties in reaching amicable arrangements regarding matters of concern, such as use of common areas, parking, ingress and egress, and security measures.

21. Non-Discrimination. Tenant and its employees shall not discriminate against any person because of race, color, ancestry, national origin, religion, creed, age, mental or physical disability, sex, gender, sexual orientation, gender identity or expression, medical condition, genetic information, marital status, or military or veteran status. Tenant shall not discriminate against any employee or applicant for employment because of race, color, ancestry, national origin, religion, creed, age, mental or physical disability, sex, gender, sexual orientation, gender identity or expression, medical condition, genetic information, marital status, or military or veteran status. Tenant covenants to meet all requirements of District pertaining to non-discrimination in employment. If Tenant is found in violation of the non-discrimination provision of the State of California Fair Employment Practices Act or similar provisions of federal law or executive order in the conduct of its activities under this Agreement by the State of California Fair Employment Practices Commission or the equivalent federal agency or officer, Tenant shall thereby be found in default of this Agreement.

22. Taxes and Assessments. It is understood and agreed that all taxes, costs, expenses, assessments, levies, possessory interest taxes, late charges, and other charges and governmental fees, general and special, ordinary and extraordinary, unforeseen as well as foreseen of any kind or nature whatsoever, which prior to or during the Term or any Renewed Term of this Agreement become due and payable upon the Premises or upon fixtures, equipment, or other property installed or constructed thereon, or which Tenant is otherwise required to pay hereunder, shall be the full responsibility of Tenant, and Tenant shall pay all sums prior to delinquency. Tenant is responsible for any interest and penalties that may accrue thereon in the event of Tenant's failure to pay such amounts, along with all reasonable damages, costs, and attorneys' fees and expenses which District may incur by reason of any default of Tenant or failure on Tenant's part to comply with the terms of this Agreement. In the event of nonpayment by Tenant, District shall have all the rights and remedies with respect thereto as District has for the nonpayment of the rent. This provision shall survive the expiration or earlier termination of this Agreement.

23. Reservation of Rights. District reserves the right to install, lay, construct, maintain, repair, and operate such sanitary sewers, drains, storm water sewers, pipelines, manholes, and connections; water, oil, and gas pipelines; telephone and telegraph power lines; and the applications and appurtenances necessary or convenient for connection therewith, in, over, upon, through, across and along the Premises or any part thereof, and to enter the Premises for any and all such purposes. District also reserves the right to grant franchises, easements, rights of way, and permits, in, over, upon, through, across, and along any and all portions of the Premises. Notwithstanding the foregoing, no rights reserved by District in this clause shall be so exercised as to interfere unreasonably with the use and operation of the Premises by Tenant as permitted under this Agreement.

24. Notice. Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served and received if given in writing and personally delivered or deposited in the United States mail, postage prepaid, return receipt required, or sent by overnight delivery service, addressed as follows:

**SACRAMENTO CITY UNIFIED
SCHOOL DISTRICT**
425 1st Avenue
Sacramento, CA 95818
Attn: Nathaniel Browning, Director, Capital
Projects, Facilities, and Resource
Management, Facilities Support Services

Sacramento County Office of Education
P.O. Box 26900
Sacramento, CA 95826
Attn: Chris Gilbert, Director III, Business
Technology, Operations and Facilities
Development

Any notice personally given shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by certified or registered mail shall be effective five (5) days after deposit in the United States mail.

25. Inspection. District's employees and agents shall have the right at all reasonable times upon reasonable prior notice to Tenant to inspect the Premises to determine if the provisions of this Agreement are being complied with.

26. Construction Related Accessibility Standards. Pursuant to Civil Code section 1938, District states that the Premises and Property leased hereunder have not undergone inspection by a Certified Access Specialist (CASp).

27. Sublease and Assignment. Tenant shall not assign its rights, duties or privileges under this Agreement, nor shall Tenant sublease or attempt to confer any of its rights, duties or privileges under this Agreement on any third party, without the written consent of District. Any such attempt without District written consent shall be void.

28. Independent Status. This Agreement is by and between two independent entities and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association.

29. Entire Agreement of Parties. This Agreement constitutes the entire agreement between the Parties in regard to Tenant's use of the Premises and supersedes all prior discussions, negotiations and agreements, whether oral or written pertaining to Tenant's use of the Premises. This Agreement may be amended or modified only by a written instrument executed by both Parties.

30. Governing Law; Venue. This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the County of Sacramento, California.

31. Severability. Should any provision of this Agreement be determined to be invalid, illegal or unenforceable in any respect, such provision shall be severed and the remaining provisions shall continue as valid, legal and enforceable.

32. Attorneys' Fees. In the event of any dispute under this Agreement, or the default by any Party of that Party's obligations hereunder, then the prevailing Party shall be entitled to recover, in addition to all other sums which may be due under the terms of this Agreement, all costs of suit, including reasonable attorneys' fees.

33. Waiver. The waiver by either Party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

34. Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective heirs, legal representatives, successors, and assigns.

35. Captions. The captions contained in this Agreement are for convenience only and shall not in any way affect the meaning or interpretation hereof nor serve as evidence of the interpretation hereof, or of the intention of the Parties hereto.

36. Incorporation of Recitals and Exhibits. The Recitals and each Exhibit attached hereto are hereby incorporated herein by reference and made part of this Agreement.

37. Counterparts. This Agreement and all amendments, addenda and supplements to it may be executed in counterparts and transmitted by facsimile, and all counterparts together, whether original or facsimile, shall be construed as one document.

38. Authority. Each person signing this Agreement represents and warrants that he/she/they is duly authorized and has legal capacity to execute this Agreement. Each Party represents and warrants to the other that the execution and delivery of this Agreement and the performance of such Party's obligations hereunder have been duly authorized, and this Agreement is valid and a legal agreement binding on such Party and is enforceable in accordance with its terms.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date above first written.

ACCEPTED AND AGREED:

DISTRICT:

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT,
a California public school district

TENANT:

SACRAMENTO COUNTY OFFICE OF EDUCATION,
a California county government agency

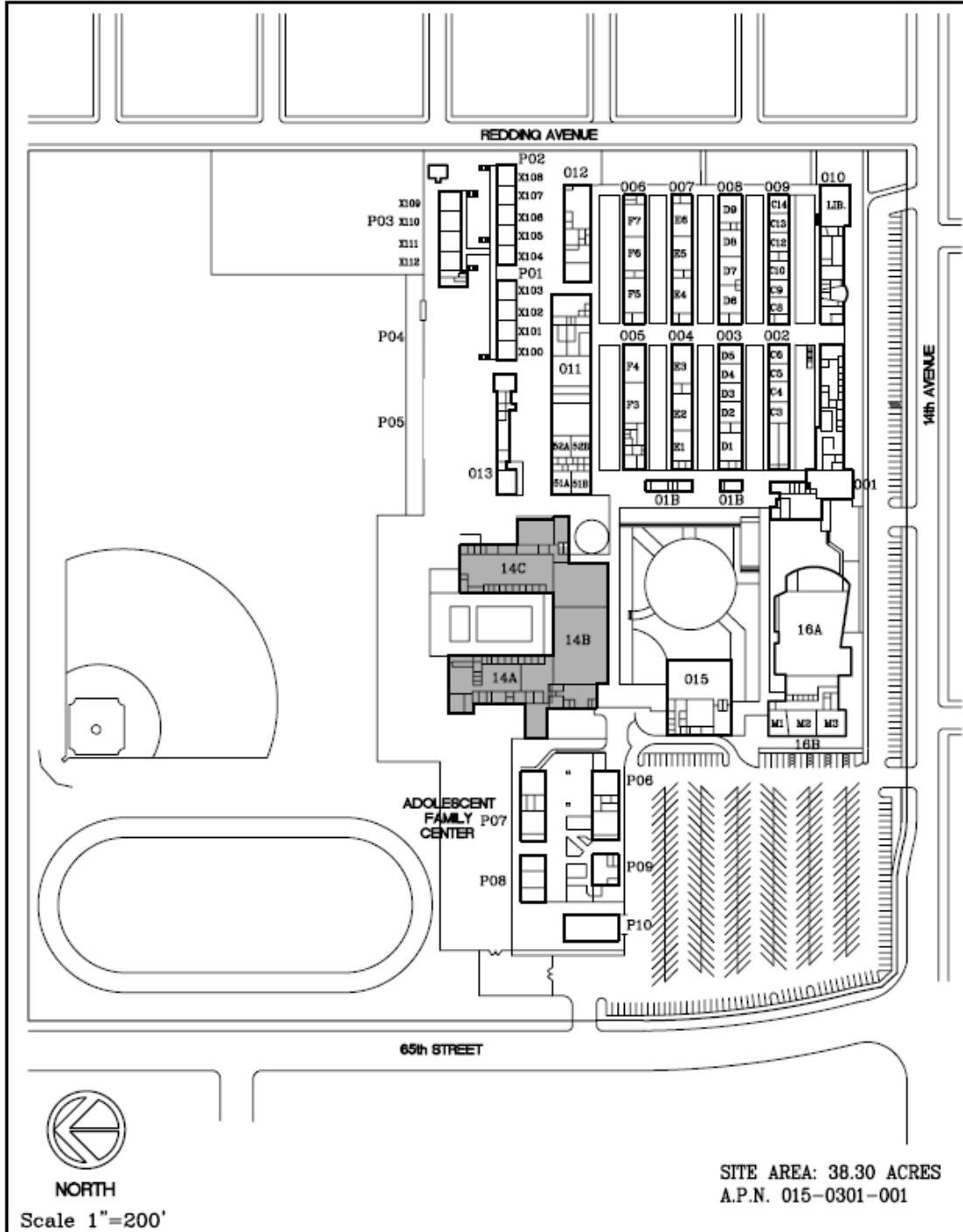
By: _____
Janae Marking,
Chief Business Officer

By: _____
Nickolas Schweizer, Associate
Superintendent, Business Services

EXHIBIT "A"

SITE MAP OF THE PROPERTY

The "Property" is commonly known as the Hiram W. Johnson High School, and located at 6879 14th Avenue in Sacramento, California. The property is depicted below.



Hiram W. Johnson High School (520)
6879 - 14th Avenue
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

EXISTING SITE DIAGRAM

OCTOBER 2001

EXHIBIT "B"

DESCRIPTION OF THE PREMISES

The Premises constitutes the portable building numbered 9 or "P09", located within the area commonly referred to as the "Family Education Center" at the Hiram W. Johnson High School campus at 6879 14th Avenue in Sacramento, California. The Premises is depicted in orange below and is approximately 1,920 square feet. Tenant shall have exclusive use of the restrooms located within the Premises to the exclusion of the District or any other third-party, excepting entry by District staff to conduct its custodial, maintenance or repair duties or any inspection of the Premises. Tenant's employees, guests or invitees may park their vehicles in the parking lot located adjacent to the Premises, and accessible from 65th Street and 14th Avenue. Availability of parking is on a first-come, first-served basis.

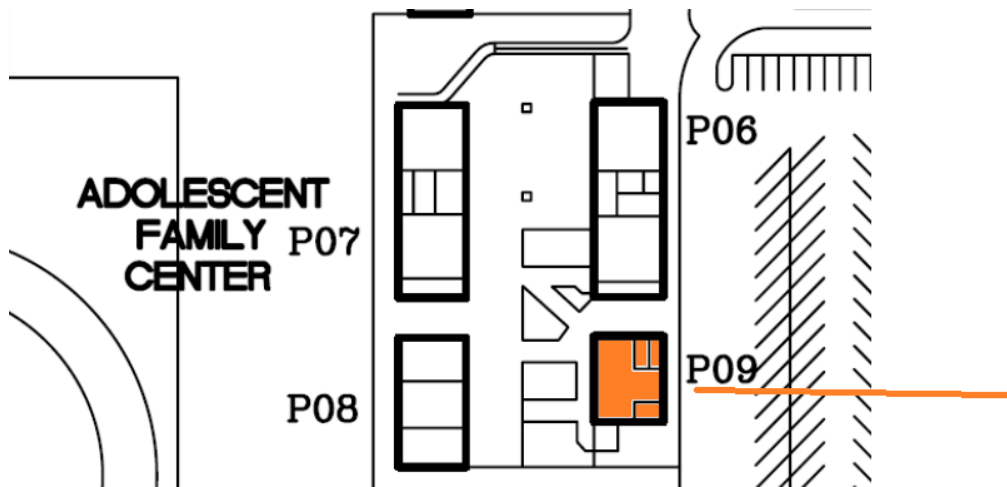


EXHIBIT "C"

CRIMINAL BACKGROUND INVESTIGATION/FINGERPRINTING CERTIFICATION

In accordance with the Department of Justice fingerprint and criminal background investigation requirements of Education Code section 45125.1 et seq.

With respect to the Joint-Use Agreement ("Agreement") between the **Sacramento City Unified School District** ("District") and **Sacramento County Office of Education** ("Tenant"):

One of the boxes below must be checked with regard to Tenant and Tenant's personnel (officers, principals, paid or unpaid employees, volunteers, students, agents, subtenants and subcontractors of Tenant who will provide services under the Agreement) ("Tenant's Personnel") and the arrangements verified by an authorized representative of District prior to commencement of the Agreement.

- Fingerprinting/Background Check requirements do not apply because Tenant/Tenant's Personnel will not have any interaction with District pupils based on the type of service being provided, the location at which services will be provided, or for other reason (Specify):

- Tenant/Tenant's Personnel qualify for a waiver of fingerprint/criminal background check requirements on the following basis:

- Tenant/Tenant's Personnel will have no interaction with District pupils that is not under the immediate supervision and control of the pupil's parent/guardian. Enter details of parental supervision:

- Tenant/Tenant's Personnel will have no interaction with pupils that is not under the immediate supervision and control of a District employee who has been properly fingerprinted and undergone background checks. Enter details of District employee supervision arrangements:

- Tenant is a sole proprietor who may interact with District pupils not under the immediate supervision of a pupil’s parent, guardian or District employee, and in accordance with the fingerprinting requirements of Education Code section 45125.1(h), hereby agrees to the District’s preparation and submission of fingerprints so that the California Department of Justice may determine (A) that Tenant has not been convicted of a felony, as that term is defined in Education Code section 45122.1 and/or (B) that the prohibition does not apply to an employee as provided by Education Code section 45125.1(e)(2) or (3). No work or action under the Agreement shall commence until the Department of Justice ascertains that Tenant has not been convicted of a felony as defined in Government Code Section 45122.1.

- Tenant is not a sole proprietor and has complied with the fingerprinting requirements of Education Code section 45125.1 with respect to all Tenant’s Personnel who may interact with District pupils not under the immediate supervision of a pupil’s parent, guardian or District employee during the term of the Agreement, and the California Department of Justice has determined (A) that none of Tenant’s Personnel has been convicted of a felony, as that term is defined in Education Code section 45122.1 and/or (B) that the prohibition does not apply to an employee as provided by Education Code section 45125.1(e)(2) or (3). When the Tenant performs the criminal background check, it shall immediately provide any subsequent arrest and conviction information it receives to the District pursuant to the subsequent arrest service. A complete and accurate list of Tenant’s Personnel who may come in contact with District pupils during the course and scope of the Agreement is attached hereto as Attachment “A.” No work or action under the Agreement shall commence until the Department of Justice ascertains that none of Tenant’s Personnel has been convicted of a felony as defined in Government Code Section 45122.1.

TENANT CERTIFICATION

I am a representative of the Tenant entering into this Agreement with the District, and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of the Tenant. By signing below, I certify that the information contained on this certification form is accurate. I understand that it is Tenant’s sole responsibility to maintain, update, and provide the District with current “Fingerprint and Criminal Background Check Certification” information for all Tenant’s Personnel throughout the duration of the Agreement. **A list of Tenant’s Personnel is attached hereto as Attachment A.**

Date: _____

Tenant: _____

Signature: _____

Print Name: _____

Title: _____

ATTACHMENT "A"
Tenant's Personnel

- Name/Company: _____
- Name/Company: _____
- Name/Company: _____
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- Name/Company: _____

If further space is required for the list of personnel, attach additional copies of this page.

[END OF CERTIFICATION]



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1p

Meeting Date: June 20, 2024

Subject: Approve Minutes for the May 2, 2024 Regular Board of Education Meeting

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Superintendent's Office

Recommendation: Approve Minutes for the May 2, 2024, Regular Board of Education Meeting.

Background/Rationale: None

Financial Considerations: None

LCAP Goal(s): Family and Community Empowerment

Documents Attached:

1. Minutes of the May 2, 2024, Regular Board of Education Meeting

Estimated Time of Presentation: N/A
Submitted by: Lisa Allen, Interim Superintendent
Approved by: Lisa Allen, Interim Superintendent



BOARD OF EDUCATION MEETING AND WORKSHOP

Board of Education Members

Lavinia Grace Phillips, President (Trustee Area 7)
Jasjit Singh, Vice President (Trustee Area 2)
Chinua Rhodes, Second Vice President (Trustee Area 5)
Tara Jeane (Trustee Area 1)
Christina Pritchett (Trustee Area 3)
Jamee Villa (Trustee Area 4)
Taylor Kayatta (Trustee Area 6)
Liliana Miller Segura, Student Member

Thursday, May 2, 2024

5:00 p.m. Closed Session

6:30 p.m. Open Session

Serna Center

Community Conference Rooms
5735 47th Avenue
Sacramento, CA 95824

MINUTES

2023/24-25

Allotted Time

1.0 OPEN SESSION / CALL TO ORDER / ROLL CALL

The meeting was called to order at 4:59 p.m.

Members Present:

*Member Jeane
Member Kayatta
Member Phillips
Member Pritchett
Member Rhodes
Member Singh
Member Villa*

Members Absent:

Student Board Member Segura

2.0 ANNOUNCEMENT AND PUBLIC COMMENT REGARDING ITEMS TO BE DISCUSSED IN CLOSED SESSION

No public comment

3.0 CLOSED SESSION

While the Brown Act creates broad public access rights to the meetings of the Board of Education, it also recognizes the legitimate need to conduct some of its meetings outside of the public eye. Closed session meetings are specifically defined and limited in scope. They primarily involve personnel issues, pending litigation, labor negotiations, and real property matters.

3.1 Government Code 54956.9 - Conference with Legal Counsel:

- a) Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9 (Two Potential Cases)**

- 3.2 *Government Code 54957.6 (a) and (b) Negotiations/Collective Bargaining SCTA SEIU, TCS, Teamsters, UPE, Non-Represented/Confidential Management (Cancy McArn)*
- 3.3 *Government Code 54957 – Public Employee Discipline/Dismissal/Release/Complaint*
- 3.4 *Government Code 54957- Public Employee Appointment
a) Approve – Principal, Rosemont High School*
- 3.5 *Education Code 35146- The Board will hear staff recommendation on the following student expulsions from 23-24: Expulsion #5 and #6 2023-2024 (David Van Natten)*

4.0 CALL BACK TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called back to order at 6:37 p.m.

- 4.1 *The Pledge of Allegiance*
- 4.2 *Broadcast Statement*
- 4.3 *Stellar Student introduced by Board Member Chinua Rhodes*

5.0 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

There was one announcement that came out of closed session.

- *By a vote of 7 to 0, the Board approved the appointment of Mitchell Jones, Principal of Rosemont High School*

6.0 AGENDA ADOPTION

President Phillips shared that the Board is amending the agenda to remove item 10.1 and 12.1n expulsion #6. Member Pritchett made a motion with a second from Member Jeane. The Board adopted the amended agenda unanimously.

7.0 PUBLIC COMMENT

15 minutes

Members of the public may address the Board on non-agenda items that are within the subject matter jurisdiction of the Board. Public comment may be (1) emailed to publiccomment@scusd.edu; (2) submitted in writing through the district’s website at <https://www.scusd.edu/submit-public-comment>; or (3) provided in-person at the meeting. The submission deadline for written public comments shall be no later than noon on the day of the meeting. If you intend to address the Board in-person, please fill out a yellow card available at the entrance. Speakers may be called in the order that requests are received, or grouped by subject area. We ask that comments are limited to two (2) minutes with no more than 15 minutes per single topic so that as many people as possible may be heard. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to district staff or calendar the issue for future discussion.

*Jenna Westbrook-Kline
Candace Woods
Jason Daniel*

8.0 COMMUNICATIONS

8.1 Employee Organization Reports:

- *SCTA- Nikki Milevsky shared that today under the direction of St. Hope Public Schools, the enrollment of Sac High Charter has fallen from over 1,800 students to under 350 students. St. Hope parents, students, and educators came to the Board to ensure that the administrators at St. Hope are held accountable to the terms and the condition of their charter and state law. Earlier today, parents and educators sent letters to Amanda Goldman and the Board, and hope that the district takes these concerns seriously, and considers the possibility of an independent investigation to get a full picture of what is happening at St. Hope Public Schools. Students, parents, and educators took turns voicing their concerns.*
- *SEIU- No update*
- *TCS- No update*
- *Teamsters- No update*
- *UPE- No update*

8.2 District Advisory Committees:

- *Student Advisory Council- The Student Advisory Council is currently working on their initiatives regarding gender hygiene and gender neutral restrooms, which will be presented at the next Board meeting alongside another student made resolution on environmental sustainability. Weekly meetings are held on Wednesdays and the Student Advisory Council would love to see more Board members attend, if they are able to.*
- *Community Advisory Committee- No update*
- *District English Learner Advisory Committee- No update*
- *Local Control Accountability Plan/Parent Advisory Committee- No update*
- *Black/African American Advisory Board- No update*
- *Community Schools Advisory Committee- No update*
- *American Indian Education Program Parent Committee- No update*

9.0 SPECIAL PRESENTATION

- 9.1 *Approve Resolution No. 3409: Recognition of School Principals' Day May 1, 2024 (Yvonne Wright and Cancy McArn)*

Yvonne Wright presented Resolution No. 3409. This is an action item.

*Public Comment:
No public comment*

*Board Comment:
No Board comment*

Member Pritchett made a motion with a second by Member Villa. The Board voted 7-0 with a student preferential yes vote.

9.2 Approve Resolution 3406: Recognition of National School Nurse Day (Jacqueline Garner)

Jacqueline Garner presented Resolution No. 3406. This is an action item.

*Public Comment:
No public comment*

*Board Comment:
No Board comment*

Member Pritchett made a motion with a second by Member Rhodes. The Board voted 7-0 with a student preferential yes vote.

9.3 Approve Resolution 3404: Recognition of Foster Care Awareness Month, May 2024 (Aliya Holmes)

Aliya Holmes presented Resolution No. 3404. This is an action item.

*Public Comment:
No public comment*

*Board Comment:
Member Phillips shared that as a social worker, these folks are at the top of her list and she appreciates all the work that they do.*

Member Pritchett made a motion with a second by Member Villa. The Board voted 7-0 with a student preferential yes vote.

9.4 Approve Resolution 3405: Recognition of May is Mental Health Awareness Month (Student Board Member Liliana Miller Segura)

Student Board Member Segura and a Student Advisory Council member presented Resolution 3405. This is an action item.

Public Comment:

No public comment

Board Comment:

Member Phillips is extremely proud of students bringing the resolution forward. Staff have worked diligently with these young people. Member Phillips attended an SAC meeting last week and shared that these students know what they are doing. The leadership and voices that we need to hear are from our young people.

Member Pritchett made a motion with a second by Member Rhodes. The Board voted 7-0 with a student preferential yes vote.

9.5 *Safe Schools Update (Raymond Lozada and Melecia Navarro)*

Melecia Navarro and Raymond Lozada presented the Safe Schools Update. Ms. Navarro shared data-driven strategy for effective responsiveness, asset-based community development through collaboration, and service examples. Mr. Lozada shared history around Re-Imagine School Safety, objectives, restorative justice, and restorative process. This is an information item.

Public Comment:

No public comment

Board Comment:

Member Pritchett asked questions regarding occurrences, and wanted to know if staff have adequately looked at pre-Covid and where we are at now? Member Pritchett wanted to know if things have gotten better or worse. At some point, Member Pritchett would love to hear success stories from students. Member Pritchett wanted to know what our responsibilities are in regard to safety when our kids leave our school sites. Member Kayatta thanked staff for all their work. Member Kayatta really appreciates staff and our community partners for working on this. Member Kayatta's priority is to continue investing in this area, and asked staff to share their needs, so the Board can assist. Member Jeane shared that when you are an educator on a campus every day, you get a sense of culture and the mood, and she loves that staff are there building those relationships. When Member Jeane was first elected and began learning about SCUSD, this program is the first thing that stood out to her. Member Jeane thanked staff for their groundbreaking work and asked them to keep doing what they are doing.

Member Villa shared that in our district, it's so easy to talk about problems and she loves that staff are coming to the Board with real solutions.

Member Singh highlighted the relationship building between staff and students. Member Singh shared that he agrees with Member Jeane and how this is groundbreaking. Member Singh wanted to bring up the issue of bathrooms being closed, because students are vaping and smoking, and how by closing bathrooms, it's hurting a lot of kids that probably have to use the bathroom. Member Singh is thinking about using more community partners that are focused on addressing vaping and why it's bad. Member Singh wanted to hear what staff thought about bathrooms being closed.

Member Rhodes shared that the work is really meaningful and that staff have a real impact from what they are doing. Member Rhodes shared that staff are tackling things on a granule level that no one else is seeing, but everyone is feeling.

Member Phillips shared that we could be headed towards a Golden Bell. Member Phillips shared that this is a wonderful way of defunding the police, because it's not our job to fund law enforcement to police our children in school. Member Phillips appreciates the presentation and looks forward to hearing more.

- 9.6 *Approve Resolution No. 3402 Authorizing the Issuance and Sale of Its General Obligation Bonds, 2020 Election, 2024 Series B in the Aggregate Principal Amount of Not to Exceed \$262,500,000, Authorizing the Distribution of an Official Statement for the Bonds, and other Documents and Action Related Thereto (Janea Marking)*

Janea Marking shared that staff does not have a formal presentation for this item since the Board is regularly updated on Measure H projects both planned and in progress. Additionally, there is an active Citizen Bond Oversight Committee and a robust communications campaign that is highlighting voters, and it is thanks to them that these projects are possible. Ms. Marking thanked the community and our voters for their strong support. Measure H for \$750M was approved by voters in 2020. The first issuance of \$225M was authorized in 2022. Cash flow indicates that we are ready for the next issuance, and the resolution tonight is for \$262.5M, which is half of the remaining \$525M. This issuance allows us to keep projects moving on the timelines promised. Ms. Marking introduced Meredith Johnson, who will walk the Board through the documents for this item tonight. This is an action item.

Public Comment:

No public comment

Board Comment:

Member Kayatta thanked staff for their work on this.

Member Kayatta pointed out that on the title page, he was placed in Area 2 and asked for a correction to be made, so he listed in Area 6.

Member Pritchett made a motion with a second by Member Villa. The Board voted 7-0 with a student preferential yes vote.

- 9.7 *Approve Resolution No. 3400 Ordering a School Bond Election on November 5, 2024, Requesting Consolidation with other Elections Occurring on November 5, 2024 and Authorizing Necessary Actions in Connection therewith (Janea Marking)*

Janea Marking and Meredith Johnson presented Resolution No. 3400. This is an action item.

Public Comment:

Jenna Westbrook-Kline

Laura Kaur

Brett Barley

Beau Reynolds

Shannon Schmidt

Board Comment:

No Board Comment

Member Rhodes made a motion with a second by Member Villa. The Board voted 7-0 with a student preferential yes vote.

10.0 BOARD WORKSHOP/STRATEGIC INITIATIVE

- 10.1 *Adopt Resolution No. 3403: Resolution Regarding Proposed Decision of Administrative Law Judge and Implementing Classified Layoffs (Cancy McArn)*

This item was removed from the agenda.

- 10.2 *Charter Oversight and Renewal Overview (Amanda Goldman)*

Amanda Goldman presented on innovation and accountability, annual oversight, and renewal laws and preparation. This is an information item.

Public Comment:

Laura Kaur

Board Comment:

Member Kayatta requested a copy of the letter that Laura Kaur referenced. Member Kayatta shared that he thinks that charters can be good for the reasons that Ms. Goldman indicated, where you can give them flexibility and they do new things and innovate education. Member Kayatta shared that dependent charters have shown him that they serve communities that might not be served by some of our traditional schools. Member Kayatta commented that he appreciates that they are a part of our ecosystem. At the same time, charter schools are taking our kids out of our district, and taking them out of our supervision, and they are taking the money as well. Member Kayatta wants to make sure that as a governing Board, we are going above and beyond the minimum to have a strong relationship with the independent and dependent charters that they have authorized. Member Kayatta shared that the kind of charter schools that are doing the good work of education and fulfilling the original purpose of the charter law in California will welcome that involvement.

Member Villa shared that visiting the independent and dependent charters have been a wonderful experience for her. Member Villa shared that charter schools exist, because not everything needs to be in the same box and students learn differently, and she thinks that these sites set themselves up to support their students in that way. In the progress reports, Member Villa would like to see student outcomes with what is working or not working, what services are offered at the school that may not be offered at another school. Member Villa wants to know more about student services that are available and overall success rates of the students.

Member Jeane wants to make sure that she's doing this responsibility appropriately, and if we do have questions or concerns, what would be the appropriate way or clear process to follow up?

11.0 COMMUNICATIONS

- 11.1 *Student Member Report (Liliana Miller Segura)- Member Segura shared that SAC will be presenting their first resolution to the Board at the next Board meeting. Member Segura shared that SAC is working alongside staff to ensure that everything is said in the way it is meant to be said, and that there are no holes in their resolution. SAC meetings have expanded to every Wednesday and every other Tuesday, and the Board is invited into their space.*
- 11.2 *Superintendent's Report (Lisa Allen)- No report*
- 11.3 *President's Report (Lavinia Phillips)- No report*

- 11.4 *Information Sharing by Board Members- Member Jeane attended the Community Schools Forum and the Health Professionals High School Open House last week, and shared that both events were really wonderful.*
Member Rhodes shared that the Pancake Breakfast is postponed due to the rainy weather.
Member Singh gave a shout out to our U.S. news rankings, and one of the schools being Umoja International Academy, which was ranked in the top 5 high schools in the Sacramento region. West Campus was the number 1 high school in the Sacramento region, and number 17 in the state. The last Community Fair will be at Umoja on June 1st. The East Sac garden tour will be on Mother's Day weekend. Tahoe Elementary is having a pancake breakfast on May 11th to support the PTA.
Member Villa shared that this Sunday, May 5th from 10am-3pm, Colonial Heights will be having their garden tour.

12.0 CONSENT AGENDA

Action
2 minutes

Generally routine items are approved by one motion without discussion. The Superintendent or a Board member may request an item be pulled from the consent agenda and voted upon separately.

12.1 Items Subject or Not Subject to Closed Session:

- 12.1a *Approve Grants, Entitlements and Other Income Agreements, Ratification of Other Agreements, Approval of Bid Awards, Approval of Declared Surplus Materials and Equipment, Change Notices and Notices of Completion (Janea Marking)*
- 12.1b *Approve Personnel Transactions (Cancy McArn)*
- 12.1c *Approve Release of Measure H Citizens' Bond Oversight Committee Members Due to Lack of Attendance (Chris Ralston)*
- 12.1d *Approve Miwok Middle field trip to Boston, MA May 24-29, 2024 (Lisa Allen)*
- 12.1e *Approve CK McClatchy School Debate Tournament in Chicago, IL from May 24-26, 2024 (Lisa Allen)*
- 12.1f *Approve minutes for the March 7, 2024, Regular Board of Education Meeting (Lisa Allen)*
- 12.1g *Approve minutes for the March 21, 2024, Regular Board of Education Meeting (Lisa Allen)*
- 12.1h *Approve Resolution No. 3407: Resolution Regarding Board Stipends (Lisa Allen)*
- 12.1i *Approve Resolution No. 3408: Resolution Regarding Board Stipends (Lisa Allen)*
- 12.1j *Approve Resolution No. 3410: Adopting Specifications of the Election Order and for Consolidation with Statewide Presidential General Election of November 5, 2024 (Anne Collins)*

12.1k Approve Board of Education Calendar for the 2024-25 School Year (Lisa Allen)

12.1l Approve Resolution No. 3401 Authorizing Participation in the Planning and Capacity Building Planning Grant Program (Chris Ralston)

12.1m Approval of Unauthorized Vendor Payments (Janea Marking)

12.1n Approve Staff Recommendation for Expulsions #5 and #6 2023-2024 (David Van Natten)

Public Comment:

No public comment

Board Comment:

Member Phillips shared that prior to taking action on the consent agenda, she wanted to point out that there were two changes on the Board calendar. The item listed is 12.1k. The first was to change the second October 2024 meeting to account for the Council for Great City Schools conference taking place on October 16th-20th. The second was a change to our June 2025 meeting to account for the Juneteenth holiday.

Member Pritchett made a motion with a second from Member Villa. The Board voted 7-0 with a student preferential yes vote.

13.0 FUTURE BOARD MEETING DATES / LOCATIONS

- ✓ *May 16, 2024, 5:00 p.m. Closed Session, 6:30 p.m. Open Session, Serna Center, 5735 47th Avenue, Community Room, Regular Workshop Meeting*
- ✓ *June 6, 2024, 5:00 p.m. Closed Session, 6:30 p.m. Open Session, Serna Center, 5735 47th Avenue, Community Room, Regular Workshop Meeting*

14.0 ADJOURNMENT

The meeting adjourned at 8:58 p.m.

Lisa Allen, Superintendent and Board Secretary

NOTE: The Sacramento City Unified School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Board of Education Office at (916) 643-9314 at least 48 hours before the scheduled Board of Education meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54953.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132)] Any public records distributed to the Board of Education relating to an open session item will be available for public inspection at the Serna Center, at 5735 47th Avenue, Sacramento, during normal business hours or on the District's website at www.scusd.edu.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1g

Meeting Date: June 20, 2024

Subject: Approve Minutes for the May 8, 2024 Special Board of Education Meeting

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Superintendent's Office

Recommendation: Approve Minutes for the May 8, 2024, Special Board of Education Meeting.

Background/Rationale: None

Financial Considerations: None

LCAP Goal(s): Family and Community Empowerment

Documents Attached:

1. Minutes of the May 8, 2024, Special Board of Education Meeting

Estimated Time of Presentation: N/A
Submitted by: Lisa Allen, Interim Superintendent
Approved by: Lisa Allen, Interim Superintendent



**Putting
Children
First**

**Sacramento City Unified School District
BOARD OF EDUCATION
Special Board Meeting**

Board of Education Members

Chinua Rhodes, President (Trustee Area 5)
Lavinia Grace Phillips, Vice President (Trustee Area 7)
Jasjit Singh, Second Vice President (Trustee Area 2)
Tara Jeane (Trustee Area 1)
Christina Pritchett (Trustee Area 3)
Jamee Villa (Trustee Area 4)
Taylor Kayatta (Trustee Area 6)
Liliana Miller Segura, Student Member

Wednesday, May 8, 2024
4:30p.m.-4:55p.m.

Serna Center
5735 47th Avenue
Sacramento, CA 95824

MINUTES
2023/24-26

4:30 p.m. **1.0 OPEN SESSION / CALL TO ORDER**

The meeting was called to order at 4:40 p.m.

Member Present:

*Member Jeane
Member Phillips
Member Rhodes
Member Villa*

Members Absent:

*Member Kayatta
Member Pritchett
Member Singh
Student Board Member Segura*

2.0 PUBLIC COMMENT REGARDING ITEMS TO BE DISCUSSED IN CLOSED AND OPEN SESSION

NOTICE OF PUBLIC COMMENT AND DEADLINE FOR SUBMISSION

Members of the public may address the Board on-agenda items only. Public comment may be (1) emailed to publiccomment@scusd.edu; (2) submitted in writing through the District's website at <https://www.scusd.edu/submit-public-comment>; or (3) provided in-person at the meeting. The submission deadline for written public comments shall be no later than noon on the day of the meeting. If you intend to address the Board in-person, please fill out a yellow card available at the entrance. Speakers may be called in the order that requests are received, or grouped by subject area. We ask that comments are limited to two (2) minutes with no more than 15 minutes per single topic so that as many people as possible may be heard. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to district staff or calendar the issue for future discussion.

No public comment

4:45 p.m. **3.0 BOARD WORKSHOP/STRATEGIC INITIATIVE**

3.1 Adopt Resolution No. 3403: Resolution Regarding
Proposed Decision of Administrative Law Judge and
Implementing Classified Layoffs (Cancy McArn)

Action
5 minute presentation
5 minute presentation

Public Comment:
No public comment

Board Comment:
No Board Comment

Member Jeane made a motion with a second from Member Rhodes. The Board voted 4-0 with Member Kayatta, Member Pritchett, and Member Singh Absent.

4:55 p.m. **4.0 ADJOURNMENT**

The meeting adjourned at 4:47 p.m.

Lisa Allen, Superintendent and Board Secretary

NOTE: The Sacramento City Unified School District encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Board of Education Office at (916) 643-9314 at least 24 hours before the scheduled Board of Education meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54953.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132)] Any public records distributed to the Board of Education less than 24 hours in advance of the meeting and relating to an open session item are available for public inspection at 5735 47th Avenue at the Front Desk Counter and on the District's website at www.scusd.edu



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1r

Meeting Date: June 20, 2024

Subject: Approve Resolution No. 3427: Resolution Regarding Board Stipends

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Board of Education

Recommendation: Approve Resolution No. 3427: Resolution Regarding Board Stipends.

Background/Rationale: Education Code section 35120 fails to define hardship which has led to uncertainty regarding payment of stipends for Board members who may be deserving of payment due to absence resulting from hardship or other duties such as jury duty or performing duties or services for the District at the time of a Board meeting. All stipend payments will be based on an attendance sign-in sheet as well as any Board resolution(s) excusing absences in compliance with law. A Board member who is absent from a meeting may be eligible for payment by reporting the excused absence to the Board Office. A Board resolution will be periodically placed, as needed, on the Board agenda to state that the reason for the absence complies with Education Code section 35120 and shall be reflected in the minutes.

Financial Considerations: None

LCAP Goal(s): Family and Community Empowerment

Documents Attached:

1. Resolution No. 3427: Resolution Regarding Board Stipends

<p>Estimated Time of Presentation: N/A Submitted by: Board Office Approved by: Lisa Allen, Interim Superintendent</p>
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**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

RESOLUTION NO. 3427

RESOLUTION REGARDING BOARD STIPENDS

WHEREAS, Education Code section 35120 and Board Bylaw 9250 of the Sacramento City Unified School District (“District”) authorize Board members to be paid stipends for meetings they were unable to attend due to illness, hardship or other duties such as jury duty or performing duties or services for the District at the time of a Board meeting; and

WHEREAS, the Board finds that the Board members may be paid, or retain, stipends for meetings they were unable to attend as stated in Attachment A.

NOW, THEREFORE, BE IT RESOLVED by the Sacramento City Unified School District Board of Education which finds and determines as follows:

1. Adopts the foregoing recitals as true and correct;
2. Authorizes stipends for meetings the Board members were unable to attend pursuant to Attachment A; and
3. Incorporates herein by reference Attachment A.

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 20th day of June, 2024, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

ATTESTED TO:

Lisa Allen
Secretary of the Board of Education

Lavinia Grace Phillips
President of the Board of Education

ATTACHMENT A

RESOLUTION NO. 3427

1. Absence Due to Other Duties: Stipends are authorized to the following Board member(s) due to hardship deemed acceptable by the Board:
 - a. Board member Lavinia Phillips for the Regular Board meeting on June 20, 2024.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1s

Meeting Date: June 20, 2024

Subject: Approve Resolution No. 3428: Resolution Regarding Board Stipends

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Board of Education

Recommendation: Approve Resolution No. 3428: Resolution Regarding Board Stipends.

Background/Rationale: Education Code section 35120 fails to define hardship which has led to uncertainty regarding payment of stipends for Board members who may be deserving of payment due to absence resulting from hardship or other duties such as jury duty or performing duties or services for the District at the time of a Board meeting. All stipend payments will be based on an attendance sign-in sheet as well as any Board resolution(s) excusing absences in compliance with law. A Board member who is absent from a meeting may be eligible for payment by reporting the excused absence to the Board Office. A Board resolution will be periodically placed, as needed, on the Board agenda to state that the reason for the absence complies with Education Code section 35120 and shall be reflected in the minutes.

Financial Considerations: None

LCAP Goal(s): Family and Community Empowerment

Documents Attached:

1. Resolution No. 3428: Resolution Regarding Board Stipends

Estimated Time of Presentation: N/A

Submitted by: Board Office

Approved by: Lisa Allen, Interim Superintendent

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION**

RESOLUTION NO. 3428

RESOLUTION REGARDING BOARD STIPENDS

WHEREAS, Education Code section 35120 and Board Bylaw 9250 of the Sacramento City Unified School District (“District”) authorize Board members to be paid stipends for meetings they were unable to attend due to illness, hardship or other duties such as jury duty or performing duties or services for the District at the time of a Board meeting; and

WHEREAS, the Board finds that the Board members may be paid, or retain, stipends for meetings they were unable to attend as stated in Attachment A.

NOW, THEREFORE, BE IT RESOLVED by the Sacramento City Unified School District Board of Education which finds and determines as follows:

1. Adopts the foregoing recitals as true and correct;
2. Authorizes stipends for meetings the Board members were unable to attend pursuant to Attachment A; and
3. Incorporates herein by reference Attachment A.

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 20th day of June, 2024, by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

ATTESTED TO:

Lisa Allen
Secretary of the Board of Education

Lavinia Grace Phillips
President of the Board of Education

ATTACHMENT A

RESOLUTION NO. 3428

1. Absence Due to Other Duties: Stipends are authorized to the following Board member(s) due to hardship deemed acceptable by the Board:
 - a. Board member Jasjit Singh for the Regular Board meeting on June 20, 2024.



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1t

Meeting Date: June 20, 2024

Subject: Approve Resolution No. 3426 – Declaring Property as Exempt Surplus Land

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Department: Facilities Support Services

Recommendation: The Superintendent recommends approval of Resolution No. 3426 – declaring Perry Ave field as surplus land and declare it exempt from the surplus process as part of Gov. Code 54221(f)(1)(C)).

Background/Rationale: Government Code section 54221 includes requirements related to disposition of surplus property by local agencies, but defines “exempt surplus land” to exclude excess real property that a local agency is exchanging for another property necessary for the agency’s use. Sacramento City Unified and Southgate Park and Rec are in the process of exchanging land. The Perry Ave Field land is proposed to be exchanged for two land parcels next to Pacific Elementary School.

Financial Considerations: N/A

LCAP Goal (s): Operational Excellence

Documents Attached:

1. Resolution No. 3426 – Declaring Property as Exempt Surplus Land

Estimated Time of Presentation: N/A

Submitted by: Chris Ralston, Assistant Superintendent, Facilities Support Services

Approved by: Janea Marking, Chief Business & Operations Officer
Lisa Allen, Superintendent

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 3426

RESOLUTION DECLARING PROPERTY AS EXEMPT SURPLUS LAND

WHEREAS, the Sacramento City Unified School District (“District”) is the owner of certain real property located in the City of Sacramento, in the County of Sacramento, California, with Sacramento County Parcel Number 022-0051-021-0000 (“District Property”), as more specifically depicted in Exhibit A; and

WHEREAS, the District desires to convey the District Property to the Southgate Recreation and Park District (“Park”) in exchange for two adjacent parcels located in the City of Sacramento, in the County of Sacramento, California, with Sacramento County Parcel Numbers 037-0261-025-0000 and 037-0252-003-0000 (“Park Property”); and

WHEREAS, the intended effect of the above-described exchange plan is that the District will retain the Park Property, which together with the District’s new construction plan of an elementary school (“Elementary School Project”), will form an ideal footprint for the Elementary School Project; and

WHEREAS, the District wishes to take formal action declaring the District Property as exempt surplus land, consistent with the Surplus Land Act, Government Code sections 54220-54234 (the “Act”); and

WHEREAS, exempt surplus land means any land that is described under any subdivision of Government Code section 54221, subdivision (f)(1); and

WHEREAS, Government Code section 54221 includes requirements related to disposition of surplus property by local agencies, but defines “exempt surplus land” to exclude excess real property that a local agency is exchanging for another property necessary for the agency’s use (Gov. Code, § 54221(f)(1)(C)); and

WHEREAS, the District Property is not currently utilized for classrooms, and will not upon the sale, lease, or exchange thereof at the time of delivery of possession, be needed for school classroom buildings; and

WHEREAS, the District Property does not meet any of the characteristics listed under Government Code Section 54221(f)(2), in that the District Property is not within a coastal zone; adjacent to a historical unit of the State Parks System; listed on, or determined by the State Office of Historic Preservation to be eligible for, the National Register of Historic Places; or within the Lake Tahoe region as defined in Section 66905.5; and

WHEREAS, Government Code section 54221(b)(1) further requires that a school district declare if a property is “exempt surplus land” within the meaning of the Surplus Land Act (Gov. Code §§ 54220, et seq.).

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The foregoing recitals are adopted as true and correct and are a substantive part of this Resolution.

2. The District Property is surplus and is not necessary for the District’s use. Further, and pursuant to Government Code sections 54221(f)(1)(C), the Board hereby declares that the District Property is “exempt surplus land” under the California Surplus Land Act. (Gov. Code §§ 54220, et seq.).

3. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Sacramento City Unified School District Board of Education on this 20th day of June 2024, by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

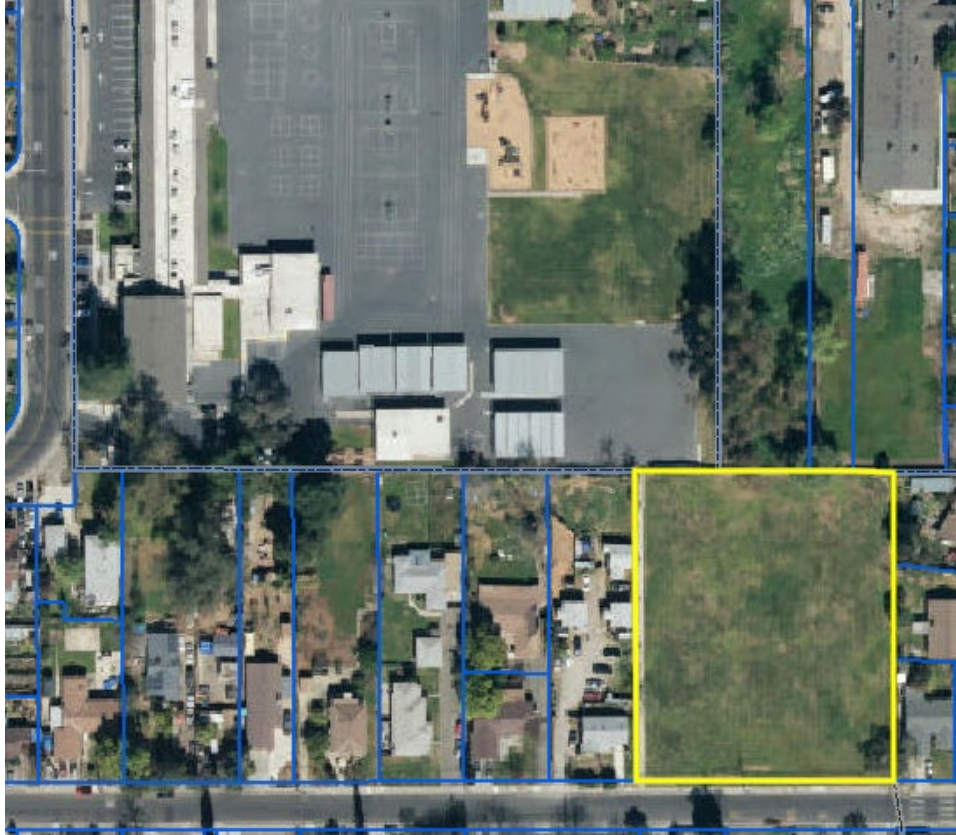
ABSENT: _____

Attested to:

Lavinia Grace Phillips
President of the Board of Education

Lisa Allen
Clerk of the Board of Education

EXHIBIT A
DEPICTION OF “PROPERTY”





SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 13.1u

Meeting Date: June 20, 2024

Subject: Approve the Agreement between First 5 Sacramento Commission and Sacramento City Unified School District

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Early Learning and Care

Recommendation: Request to approve the Agreement between First 5 Sacramento Commission and Sacramento City Unified School District from July 1, 2024 through June 30, 2027

Background/Rationale: The Early Learning & Care department has provided services to children 0 – 5 years of age for the last several years. This year’s First 5 program is designed to offer families of children 0- 5 years old the supports in the Parent Cafes venue following the Be Strong Families model.

Financial Considerations: The maximum total payment amount under this agreement is \$252,000 for the three year period. The yearly amount is \$84,000 for each of the three years.

LCAP Goal(s):

Goal 1: College Career Readiness

Goal 2: Foundational Educational Experience with Equitable Opportunities for ALL students

Goal 3: Integrated Supports

Goal 4: Culture and Climate – Dismantling Systems

Goal 6: Implementation of MTSS/Data-Based Decision Making

Goal 8: Basic Services and Districtwide Operations/Supports

Documents Attached:

1. Request for Program Approach Change and/or Budget Modification

Estimated Time of Presentation: N/A

Submitted by: Yvonne Wright, Chief Academic Officer

Approved by: Lisa Allen, Superintendent

Certificate Of Completion

Envelope Id: F5A2B2DDD07A4B289D77651D23668A48	Status: Completed
Subject: Complete with DocuSign: Agreement SCUSD 2024-27 Executed.pdf	
Source Envelope:	
Document Pages: 43	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Katie Cline
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	799 G Street
	Sacramento, CA 95814
	clinek@saccounty.gov
	IP Address: 208.79.244.69

Record Tracking

Status: Original	Holder: Katie Cline	Location: DocuSign
5/29/2024 3:21:45 PM	clinek@saccounty.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Sacramento County	Location: DocuSign

Signer Events

Janea Marking
 janea-marking@scusd.edu
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

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 Signature Adoption: Pre-selected Style
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Timestamp

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 Signed: 6/10/2024 9:05:42 AM

Electronic Record and Signature Disclosure:
 Accepted: 5/29/2024 10:45:43 PM
 ID: adde441f-2ca7-4778-a454-768ff7ece0ea

Julie Gallelo
 galleloj@saccounty.gov
 Sacramento County
 Security Level: Email, Account Authentication (None)

DocuSigned by:

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 Signature Adoption: Pre-selected Style
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 Signed using mobile

Sent: 6/10/2024 9:05:43 AM
 Viewed: 6/10/2024 9:17:51 AM
 Signed: 6/10/2024 9:18:16 AM

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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/29/2024 3:24:37 PM

Envelope Summary Events	Status	Timestamps
Certified Delivered	Security Checked	6/10/2024 9:17:51 AM
Signing Complete	Security Checked	6/10/2024 9:18:16 AM
Completed	Security Checked	6/10/2024 9:18:16 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Sacramento County (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Sacramento County:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: dtech-webteam@saccounty.net

To advise Sacramento County of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at dtech-webteam@saccounty.net and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Sacramento County

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to dtech-webteam@saccounty.net and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Sacramento County

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to dtech-webteam@saccounty.net and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum

Enabled Security Settings:	Allow per session cookies
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** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Sacramento County as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Sacramento County during the course of my relationship with you.

**FIRST 5 SACRAMENTO COMMISSION
AGREEMENT
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Attachments:

Exhibit A Scope of Services

Exhibit B Budget

AGREEMENT

THIS AGREEMENT is made and entered into as of this 1st day of July 2024, by and between the FIRST 5 SACRAMENTO COMMISSION, hereinafter referred to as "COMMISSION," and SACRAMENTO CITY UNIFIED SCHOOL DISTRICT, hereinafter referred to as "CONTRACTOR."

RECITALS

WHEREAS on April 3, 2023, the COMMISSION approved the 2024 Strategic Plan for Fiscal Years 2024-25 through 2026-27, and the Plan identified five Priority Areas in which to invest \$44.6 million in Sacramento County; and

WHEREAS the COMMISSION, in designing their 2024 Implementation Plan, conducted focus groups with Sacramento County parents of young children and learned that among their top needs were connections to other parents; group socialization opportunities for their young children; high-quality, inclusive parent-child activities; parent-only activities; and introductory parent leadership opportunities; and

WHEREAS on June 5, 2023, the COMMISSION approved the 2024 Implementation Plan which designated resources for school districts with a funding level of \$4,477,124 over the three-year funding period and approved nine school districts for the provision of services for Family Engagement and Connections at Schools; this includes structured developmental playgroups for children 0 - 3 and their caregivers as well as Parent Cafés for parents with children 0 - 5 aimed at strengthening families, building community, and creating family-school connections; and

WHEREAS CONTRACTOR responded to a Request for Applications (RFA) and met the requirements of the RFA; and

WHEREAS on February 5, 2024, the COMMISSION approved the Family Engagement and Connections at Schools Program with CONTRACTOR for three years (July 1, 2024 through June 30, 2027). The new Agreement with CONTRACTOR will not exceed \$252,000 and is authorized through Resolution No. FFC-2024-0001; and

WHEREAS COMMISSION AND CONTRACTOR desire to enter into this Agreement on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual promises hereinafter set forth, COMMISSION and CONTRACTOR agree as follows:

AGREEMENT NO. 24/25-HWB-FE-391

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1. **SCOPE OF SERVICES**

CONTRACTOR shall provide services in the amount, type and manner described in Exhibit A, *Scope of Services*, which is attached hereto and incorporated herein.

2. **TERM**

This Agreement shall be effective and commence on July 1, 2024 and shall end on June 30, 2027.

3. **SUPPLANTATION OF FUNDS**

Funding from First 5 shall be used exclusively to develop new projects, expand existing programs and/or services or to enhance existing programs and services. CONTRACTOR shall not utilize funding from First 5 to supplant state or local General Fund money for any purpose. If, upon receipt of funding from First 5, CONTRACTOR uses such funds to replace state or federal categorical funds, CONTRACTOR shall demonstrate to the COMMISSION'S satisfaction that such state or federal categorical funds have increased the level of services provided to children 0-5 years of age.

CONTRACTOR shall execute a certification that it has complied with the anti-supplantation requirement stated in Section 30131.4 of the California Tax & Revenue Code. Such certification shall be executed prior to release of funding from First 5 and CONTRACTOR shall annually execute such certification as part of the fiscal audit requirement. If COMMISSION determines that supplantation has occurred, CONTRACTOR shall be required to reimburse COMMISSION for all funding from First 5 that was used in violation of this Section. Use of funding from First 5 in violation of this Section shall be grounds for termination of this Agreement.

4. **NOTICE**

Any notice, demand, request, consent, or approval that either party hereto may or is required to give the other pursuant to this Agreement shall be in writing and shall be either personally delivered or sent by mail, addressed as follows:

First 5 Sacramento
Commission

Sacramento City Unified School
District

Christin Roseli,

Julie Gallelo, Executive
Director
2750 Gateway Oaks Drive,
Suite 330
Sacramento, CA 95833

Child Development Coordinator
5735 47th Avenue
Sacramento, CA 95824

Either party may change the address to which subsequent notice and/or other communications can be sent by giving written notice designating a change of address to the other party, which shall be effective upon receipt.

5. **DIRECTOR**

As used in this Agreement, "DIRECTOR" shall mean the Executive Director of the First 5 Sacramento Commission or his/her designee.

6. **COMPLIANCE WITH LAWS**

CONTRACTOR shall observe and comply with all applicable Federal, State, and County laws, regulations and ordinances.

7. **GOVERNING LAWS AND JURISDICTION**

This Agreement shall be deemed to have been executed and to be performed within the State of California and shall be construed and governed by the internal laws of the State of California. Any legal proceedings arising out of or relating to this Agreement shall be brought in Sacramento County, California.

8. **LICENSES, PERMITS AND CONTRACTUAL GOOD STANDING**

A. CONTRACTOR shall possess and maintain all necessary licenses, permits, certificates and credentials required by the laws of the United States, the State of California, County of Sacramento and all other appropriate governmental agencies, including any certification and credentials required by COMMISSION. Failure to maintain the licenses, permits, certificates, and credentials shall be deemed a breach of this Agreement and constitutes grounds for the termination of this Agreement by COMMISSION.

B. CONTRACTOR further certifies to COMMISSION that it and its principals are not debarred, suspended, or otherwise excluded from or ineligible for, participation in federal, State or county

government contracts. Contractor certifies that it shall not contract with a Subcontractor that is so debarred or suspended.

9. PERFORMANCE STANDARDS

CONTRACTOR shall perform services required under this Agreement in accordance with the professional standards applicable to CONTRACTOR'S services.

10. OWNERSHIP OF WORK PRODUCT

All technical data, evaluations, plans, specifications, reports, documents, or other work products of CONTRACTOR provided hereunder shall become the property of COMMISSION and shall be delivered to COMMISSION upon completion of the services authorized hereunder; provided, however, that any capital improvement constructed with funds received from COMMISSION shall be the property of CONTRACTOR. CONTRACTOR may retain copies thereof for its files and internal use. Publication of the information directly derived from work performed or data obtained in connection with services rendered under this Agreement must first be approved in writing by COMMISSION. COMMISSION recognizes that all technical data, evaluations, plans, specifications, reports, and other work products are instruments of CONTRACTOR'S services and are not designed for use other than what is intended by this Agreement.

11. PUBLIC STATEMENTS/MATERIALS

CONTRACTOR shall use COMMISSION'S logo for all outreach materials i.e. brochures, event flyers, newsletters, website, media use, social media platforms, multi-media, and giveaways, etc. When applicable, COMMISSION will promote CONTRACTOR's events and share materials with the community.

CONTRACTOR shall submit all program funded outreach materials to the COMMISSION'S planner for review and approval in advance of mass production and release to the public. Any exceptions to using the COMMISSION'S logo must be pre-approved by the COMMISSION.

12. STATUS OF CONTRACTOR

A. It is understood and agreed that CONTRACTOR (including CONTRACTOR'S employees) is an independent CONTRACTOR and that no relationship of employer-employee exists between the parties hereto. CONTRACTOR'S assigned personnel shall not

be entitled to any benefits payable to employees of COMMISSION. COMMISSION is not required to make any deductions or withholdings from the compensation payable to CONTRACTOR under the provisions of this agreement; and as an independent CONTRACTOR, CONTRACTOR hereby indemnifies and holds COMMISSION harmless from any and all claims that may be made against COMMISSION based upon any contention by any third party that an employer-employee relationship exists by reason of this agreement.

- B. It is further understood and agreed by the parties hereto that CONTRACTOR in the performance of its obligation hereunder is subject to the control or direction of COMMISSION as to the designation of tasks to be performed, the results to be accomplished by the services hereunder agreed to be rendered and performed, and not the means, methods, or sequence used by CONTRACTOR for accomplishing the results.
- C. If, in the performance of this agreement, any third persons are employed by CONTRACTOR, such person shall be entirely and exclusively under the direction, supervision, and control of CONTRACTOR. All terms of employment, including hours, wages, working conditions, discipline, hiring, and discharging, or any other terms of employment or requirements of law, shall be determined by CONTRACTOR, and the COMMISSION shall have no right or authority over such persons or the terms of such employment.
- D. It is further understood and agreed that as an independent CONTRACTOR and not an employee of COMMISSION, neither the CONTRACTOR nor CONTRACTOR'S assigned personnel shall have any entitlement as a COMMISSION employee, right to act on behalf of COMMISSION in any capacity whatsoever as agent, nor to bind COMMISSION to any obligation whatsoever. CONTRACTOR shall not be covered by worker's compensation; nor shall CONTRACTOR be entitled to compensated sick leave, vacation leave, retirement entitlement, participation in group health, dental, life and other insurance programs, or entitled to other fringe benefits payable by the COMMISSION to employees of the COMMISSION.
- E. It is further understood and agreed that CONTRACTOR must issue W-2 and 941 Forms for income and employment tax

purposes, for all of CONTRACTOR'S assigned personnel under the terms and conditions of this agreement.

13. CONTRACTOR IDENTIFICATION

CONTRACTOR shall provide the COMMISSION with the following information for the purpose of compliance with California Unemployment Insurance Code Section 1088.8: CONTRACTOR'S name, residence address, telephone number, tax identification number, and whether dependent health insurance coverage is available to CONTRACTOR.

14. BENEFITS WAIVER

If CONTRACTOR is unincorporated, CONTRACTOR acknowledges and agrees that CONTRACTOR is not entitled to receive the following benefits and/or compensation from COMMISSION: medical, dental, vision and retirement benefits, life and disability insurance, sick leave, bereavement leave, jury duty leave, parental leave, or any other similar benefits or compensation otherwise provided to permanent civil service employees pursuant to the County Charter, the County Code, the Civil Service Rule, the Sacramento County Employees' Retirement System and/or any and all memoranda of understanding between COMMISSION and its employee organizations. Should any employee or agent of CONTRACTOR seek to obtain such benefits from COMMISSION, CONTRACTOR agrees to indemnify and hold harmless COMMISSION from any and all claims that may be made against COMMISSION for such benefits.

15. CONFLICT OF INTEREST

CONTRACTOR and CONTRACTOR'S officers and employees shall not have a financial interest, or acquire any financial interest, direct or indirect, in any business, property, or source of income which could be financially affected by or otherwise conflict in any manner or degree with the performance of services required under this Agreement.

16. LOBBYING AND UNION ORGANIZATION ACTIVITIES

- A. CONTRACTOR shall comply with all certification and disclosure requirements prescribed by Section 319, Public Law 101-121 (31 U.S.C. § 1352) and any implementing regulations.
- B. If services under this Agreement are funded with state funds granted to COMMISSION, CONTRACTOR shall not utilize any

such funds to assist, promote or deter union organization by employees performing work under this Agreement and shall comply with the provisions of Government Code Sections 16645 through 16649.

17. GOOD NEIGHBOR POLICY

- A. CONTRACTOR shall comply with COMMISSION'S Good Neighbor Policy. CONTRACTOR shall establish good neighbor practices for its facilities that include, but are not limited to, the following:
1. Provision of parking adequate for the needs of its employees and service population;
 2. Provision of adequate waiting and visiting areas;
 3. Provision of adequate restroom facilities located inside the facility;
 4. Implementation of litter control services;
 5. Removal of graffiti within seventy-two hours;
 6. Provision of control of loitering and management of crowds;
 7. Maintenance of facility grounds, including landscaping, in a manner that is consistent with the neighborhood in which the facility is located;
 8. Participation in area crime prevention and nuisance abatement efforts; and
 9. Undertake such other good neighbor practices as determined appropriate by COMMISSION, based on COMMISSION'S individualized assessment of CONTRACTOR'S facility, services and actual impacts on the neighborhood in which such facility is location.
- B. CONTRACTOR shall identify, either by sign or other method as approved by the DIRECTOR, a named representative who shall be responsible for responding to any complaints relating to CONTRACTOR'S compliance with the required good neighbor practices specified in this Section. CONTRACTOR shall post the name and telephone number of such contact person on the outside of the facility, unless otherwise advised by DIRECTOR.
- C. CONTRACTOR shall comply with all applicable public nuisance ordinances.

- D. CONTRACTOR shall establish an ongoing relationship with the surrounding businesses, law enforcement and neighborhood groups and shall be an active member of the neighborhood in which CONTRACTOR'S site is located
- E. If COMMISSION finds that CONTRACTOR has failed to comply with the Good Neighbor Policy, COMMISSION shall notify CONTRACTOR in writing that corrective action must be taken by CONTRACTOR within a specified time frame. If CONTRACTOR fails to take the necessary corrective action, COMMISSION shall take such actions as are necessary to implement the necessary corrective action. COMMISSION shall deduct any actual costs incurred by COMMISSION when implementing such corrective action from any amounts payable to CONTRACTOR under this Agreement.
- F. CONTRACTOR'S continued non-compliance with the Good Neighbor Policy shall be grounds for termination of this Agreement any may also result in ineligibility for additional or future contracts with COMMISSION.

18. **ANTI-TOBACCO POLICY**

CONTRACTOR shall comply with COMMISSION'S Anti-Tobacco Policy that was approved by the COMMISSION on March 3, 2003. CONTRACTOR shall be required to certify compliance with the anti-tobacco policy prior to receipt of COMMISSION funds.

19. **USE OF FUNDS**

Funds provided by the COMMISSION shall be expended only for the purposes authorized by the "California Children and Families First Act of 1998."

20. **NONDISCRIMINATION IN EMPLOYMENT, SERVICES, BENEFITS AND FACILITIES**

- A. CONTRACTOR agrees and assures COMMISSION that CONTRACTOR and any subcontractors shall comply with all applicable federal, state, and local anti-discrimination laws, regulations, and ordinances and to not unlawfully discriminate, harass, or allow harassment against any employee, applicant for employment, employee or agent of COMMISSION, or recipient of

services contemplated to be provided or provided under this Agreement, because of race, ancestry, marital status, color, religious creed, political belief, national origin, ethnic group identification, sex, sexual orientation, age (over 40), medical condition (including HIV and AIDS), or physical or mental disability. CONTRACTOR shall ensure that the evaluation and treatment of its employees and applicants for employment, the treatment of COMMISSION employees and agents, and recipients of services are free from such discrimination and harassment.

- B. CONTRACTOR represents that it is in compliance with and agrees that it will continue to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 et seq.) and regulations and guidelines issued pursuant thereto.
- C. CONTRACTOR agrees to compile data, maintain records and submit reports to permit effective enforcement of all applicable anti-discrimination laws and this provision.
- D. CONTRACTOR shall include this nondiscrimination provision in all subcontracts related to this Agreement.
- E. If CONTRACTOR is a faith-based organization or contracts with a faith-based organization for services to be performed under this Agreement, participation in the faith shall not be a prerequisite for receiving services. Outreach for services utilizing funding from First 5 will be to the community at large, and shall not be limited to those members of the community that share the same faith as CONTRACTOR or its agents.

21. MANDATED REPORTING

CONTRACTOR shall comply with the training requirements for identification and reporting of child abuse as defined in Penal code Section 11165.7. All training shall be documented in an individual personnel file. CONTRACTOR shall establish procedures for paid and volunteer staff for reporting suspected child abuse cases.

22. COMPLIANCE WITH CHILD, FAMILY AND SPOUSAL SUPPORT REPORTING REQUIREMENTS

- A. CONTRACTOR'S failure to comply with state and federal child, family and spousal support reporting requirements regarding a

CONTRACTOR'S employees or failure to implement lawfully served wage and earnings assignment orders or notices of assignment relating to child, family and spousal support obligations shall constitute a default under this Agreement.

- B. CONTRACTOR'S failure to cure such default within 90 days of notice by COMMISSION shall be grounds for termination of this Agreement.

23. CONFIDENTIALITY

CONTRACTOR shall comply with all applicable state and/or federal confidentiality statutes to assure that:

- A. All applications and records concerning an individual made or kept by CONTRACTOR, COMMISSION, or any public officer or agency in connection with the administration of any provisions of the Welfare and Institutions Code relating to any form of public social services or for services provided under this Agreement, for which grants in aid are received by this State from the Federal Government, shall be confidential and shall not be open to examination for any purpose not directly connected with the administration of such public social services, without the written consent of COMMISSION.
- B. No person shall publish or disclose, or use or permit or cause to be published, disclosed, or used, except as allowed by law, any confidential information pertaining to a participant, including the fact of the participant's status as an applicant for or recipient of public social services.
- C. CONTRACTOR shall inform all of its officers, employees, agents, subcontractors and partners of the above provisions, and that a knowing and intentional violation of said provisions of State and/or federal law may be a misdemeanor.

24. INDEMNIFICATION

To the extent permitted by law, CONTRACTOR shall defend, indemnify and hold harmless COMMISSION, its Board of Supervisors, officers, directors, agents, employees and volunteers from and against all demands, claims, actions, liabilities, losses, damages, and costs, including payment of reasonable attorneys' fees, arising out of or resulting from the performance of the Agreement, caused in whole or

in part by the negligent or intentional acts or omissions of CONTRACTOR'S officers, directors, agents, or employees.

To the extent permitted by law, COMMISSION shall defend, indemnify and hold harmless CONTRACTOR, its officers, directors, agents, employees, and subcontractors from and against all demands, claims, actions, liabilities, losses, damages and costs, including payment of reasonable attorneys' fees, arising out of or resulting from the performance of the Agreement, caused in whole or in part by the negligent or intentional acts or omissions of COMMISSION 's Board of Supervisors, officers, directors, agents, employees, or volunteers.

It is the intention of COMMISSION and CONTRACTOR that the provisions of this paragraph be interpreted to impose on each party responsibility to the other for the acts and omissions of their respective officers, directors, agents, employees, volunteers, or COMMISSION'S Board of Supervisors. It is also the intention of COMMISSION and CONTRACTOR that, where comparative fault is determined to have been contributory, principles of comparative fault will be followed and each party shall bear the proportionate cost of any damage attributable to the fault of that party, its officers, directors, agents, employees, volunteers, or COMMISSION'S Board of Supervisors.

This indemnity shall not be limited by the types and amounts of insurance or self-insurance maintained by the parties to the Agreement.

Nothing in this Indemnity shall be construed to create any duty to, any standard of care with reference to, or any liability or obligation, contractual or otherwise, to any third party.

The provisions of this Indemnity shall survive the expiration or termination of the Agreement.

25. INSURANCE

Each party, at its sole cost and expense, shall carry insurance or self-insure its activities in connection with this Agreement, and obtain and keep in force insurance or equivalent programs of self-insurance, for general liability, professional liability, workers' compensation, and automobile liability adequate to cover its potential liabilities hereunder. Each party agrees to provide thirty (30) days' advance

written notice of any cancellation, termination, or lapse of any of the insurance or self-insurance coverage's.

26. INFORMATION TECHNOLOGY ASSURANCES

CONTRACTOR shall take all reasonable precautions to ensure that any hardware, software, and/or embedded chip devices used by CONTRACTOR in the performance of services under this Agreement, other than those owned or provided by COMMISSION, shall be free from viruses. Nothing in this provision shall be construed to limit any rights or remedies otherwise available to COMMISSION under this Agreement.

27. COMPENSATION AND PAYMENT OF INVOICES LIMITATIONS

- A. Compensation under this Agreement shall be limited to the Maximum Total Payment Amount set forth in Exhibit B, or Exhibit B as modified by COMMISSION in accordance with express provisions in this Agreement.
- B. CONTRACTOR shall submit an invoice in the format and in accordance with the procedures prescribed by COMMISSION on a quarterly basis, upon completion of services. Invoices shall be submitted to COMMISSION no later than the fifteenth (15th) day of the month following the invoice period, and COMMISSION shall pay CONTRACTOR within thirty (30) days after receipt of an appropriate and correct invoice.
- C. Excepting the fiscal year and invoices, invoices for services that are received more than ninety (90) days after the last day of the billing period may not be honored unless the CONTRACTOR has obtained prior written approval for such late submittal.
- D. COMMISSION operates on a July through June fiscal year. Fiscal year end invoices for services provided in any fiscal year must be submitted no later than July 31, one month after the end of the fiscal year. Invoices submitted after July 31 for the prior fiscal year shall not be honored by COMMISSION unless CONTRACTOR has obtained prior written COMMISSION approval to the contrary.
- E. Invoices shall be considered to have been received only when all accurate and necessary budget revisions, quarterly reports, and accurate and complete evaluation data have also been received.

- F. CONTRACTOR shall maintain for four years following termination of this agreement full and complete documentation of all services and expenditures associated with performing the services covered under this Agreement. Expense documentation shall include: time sheets or payroll records for each employee; receipts for supplies; applicable subcontract expenditures; applicable overhead and indirect expenditures. Indirect expenditure documentation shall be in compliance with the Office of Management and Budget Cost Principles that can be found on the U.S. Government Publishing Office's website, www.cfr.gov 2 CFR, Part 200; Subpart E, Cost Principles.
- G. In the event CONTRACTOR fails to comply with any provisions of this Agreement, COMMISSION may withhold payment until such non-compliance has been corrected.

28. LEGAL TRAINING INFORMATION

If under this Agreement CONTRACTOR is to provide training of COMMISSION personnel on legal issues, then CONTRACTOR shall submit all training and program material for prior review and written approval by County Counsel. Only those materials approved by County Counsel shall be utilized.

29. SUBCONTRACTS, ASSIGNMENT

- A. CONTRACTOR shall obtain prior written approval from COMMISSION before subcontracting any of the services delivered under this Agreement. CONTRACTOR shall obtain prior written approval from the COMMISSION if it becomes necessary to change the Subcontractor(s) identified in subsection C of this section. CONTRACTOR remains legally responsible for the performance of all Agreement terms including work performed by third parties under subcontracts. Any subcontracting will be subject to all applicable provisions of this Agreement. CONTRACTOR shall be held responsible by COMMISSION for the performance of any Subcontractor whether approved by COMMISSION or not. CONTRACTOR shall require its Subcontractors to comply with the provisions of this Agreement.
- B. SUBCONTRACTORS: CONTRACTOR shall be responsible for the acts and omissions of all its subcontractors and additional insured endorsements as provided by CONTRACTOR'S subcontractor.

C. This Agreement is not assignable by CONTRACTOR in whole or in part, without the prior written consent of COMMISSION.

D. Notwithstanding Subsection A, CONTRACTOR is authorized to subcontract with:

NONE-Not Applicable.

30. AMENDMENT AND WAIVER

Except as provided herein, no alteration, amendment, variation, or waiver of the terms of this Agreement shall be valid unless made in writing and signed by both parties. Waiver by either party of any default, breach or condition precedent shall not be construed as a waiver of any other default, breach or condition precedent, or any other right hereunder. No interpretation of any provision of this Agreement shall be binding upon the COMMISSION unless agreed in writing by DIRECTOR and counsel for COMMISSION.

31. ENTIRE AGREEMENT

This Agreement, together with all exhibits attached hereto, constitutes the entire Agreement between the parties hereto, all other representation or statements heretofore made, verbal or written, are merged herein.

32. SUCCESSORS

This Agreement shall bind the successors of COMMISSION and CONTRACTOR in the same manner as if they were expressly named.

33. TIME

Time is of the essence of this Agreement.

34. INTERPRETATION

This Agreement shall be deemed to have been prepared equally by both of the parties, and the Agreement and its individual provisions shall not be construed or interpreted more favorably for one party on the basis that the other party prepared it.

35. DISPUTES

In the event of any dispute arising out of or relating to this Agreement, the parties shall attempt, in good faith, to promptly resolve the dispute mutually between themselves. Pending resolution of any such dispute, CONTRACTOR shall continue without delay to carry out all its responsibilities under this Agreement unless the Agreement is otherwise terminated in accordance with the Termination provisions herein. COMMISSION shall not be required to make payments for any services that are the subject of this dispute resolution process until such dispute has been mutually resolved by the parties. If the dispute cannot be resolved within 15 calendar days of initiating such negotiations or such other time period as may be mutually agreed to by the parties in writing, either party may pursue its available legal and equitable remedies, pursuant to the laws of the State of California. Nothing in this Agreement or provision shall constitute a waiver of any of the government claim filing requirements set forth in Title 1, Division 3.6, of the California Government Code or as otherwise set forth in local, state and federal law.

36. TERMINATION

- A. Either party may terminate this Agreement without cause upon thirty (30) days' written notice to the other party. Notice shall be deemed served on the date of mailing. If notice of termination for cause is given by COMMISSION to CONTRACTOR and it is later determined that CONTRACTOR was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to this paragraph (A).

- B. COMMISSION may terminate this Agreement for cause immediately upon giving written notice to CONTRACTOR should CONTRACTOR materially fail to perform any of the covenants contained in this Agreement in the time and/or manner specified. In the event of such termination, COMMISSION may proceed with the work in any manner deemed proper by COMMISSION. If notice of termination for cause is given by COMMISSION to CONTRACTOR and it is later determined that CONTRACTOR was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to paragraph (A) above.

- C. COMMISSION may terminate or amend this Agreement immediately upon giving written notice to CONTRACTOR that funds are not available because: 1) Sufficient funds are not appropriated in COMMISSION'S Adopted or Adjusted Budget; 2) the COMMISSION is advised that funds are not available from external sources for this Agreement or any portion thereof, including if distribution of such funds to the COMMISSION is suspended or delayed; 3) if funds for the services and/or programs provided pursuant to this Agreement are not appropriated by the State; 4) funds that were previously available for this Agreement are reduced, eliminated and/or re-allocated by COMMISSION as a result of budget or revenue reductions during the fiscal year.

- D. If this Agreement is terminated under Paragraph A or C above, CONTRACTOR shall only be paid for any service completed and provided prior to notice of termination. In the event of termination under paragraph A or C above, CONTRACTOR shall be paid an amount which bears the same ratio to the total compensation authorized by the Agreement as the services actually performed bear to the total services of CONTRACTOR covered by this Agreement, less payments of compensation previously made. In no event, however, shall COMMISSION pay CONTRACTOR an amount which exceeds a pro rata portion of the Agreement total based on the portion of the Agreement term that has elapsed on the effective date of the termination.

- E. CONTRACTOR shall not incur any expenses under this Agreement after notice of termination and shall cancel any outstanding expense obligations to a third party that CONTRACTOR can legally cancel.

37. ECONOMIC SANCTIONS

Pursuant to California State Executive Order N-6-22 (Order) imposing economic sanctions against Russia and declaring support of Ukraine, County shall terminate any contract with any individual or entity that is in violation of the Order or that is subject to economic sanctions therein, and shall not enter a contract with any such individual or entity while the Order is in effect.

38. EVALUATION

- A. CONTRACTOR shall participate in and comply with results-based and community impact evaluation activities including training and technical assistance, sponsored by the COMMISSION.
- B. CONTRACTOR shall participate in and cooperate with COMMISSION'S evaluation consultants and other COMMISSION sponsored evaluation activities including statewide efforts to evaluate First 5 efforts, whether it occurs during the term of this Agreement or after. CONTRACTOR shall participate in and cooperate with programmatic audit activities required by the COMMISSION.
- C. CONTRACTOR shall utilize evaluation questionnaires or such other tools as required by COMMISSION for purposes of evaluating CONTRACTOR'S services.

39. REPORTS

- A. CONTRACTOR shall, without additional compensation therefore, make fiscal, program evaluation, progress, and such other reports as may be reasonably required by COMMISSION concerning CONTRACTOR'S activities as they affect the contract duties and purposes herein. The COMMISSION shall explain procedures for reporting the required information.
- B. CONTRACTOR shall produce bi-annual Program Narrative and Milestone Reports, in a form prescribed by the COMMISSION, due on the last day of the month following the end of the reporting period. COMMISSION may not make any payments under this Agreement until such reports have been submitted. If submission of any required reports is delayed over ninety (90) days beyond the end of the billing period, the invoice corresponding to the quarterly report may not be honored unless the CONTRACTOR obtained prior written approval of such late submission.

40. AUDIT AND RECORDS

- A. CONTRACTOR shall maintain separate accounting books and records for funding from First 5. Records shall be maintained in accordance with generally accepted accounting principles.
- B. CONTRACTOR shall maintain adequate client records that include diagnostic studies (when applicable), client intervention,

program notes, records of services provided by professional and paraprofessional services in sufficient detail to permit evaluation of whether such services comply with all applicable federal, state, County, COMMISSION records maintenance requirements.

- C. For a period of four years following termination of the Agreement, CONTRACTOR shall make records available for copying upon COMMISSION'S request and at COMMISSION'S expense.
- D. Upon COMMISSION'S request, COMMISSION or its designee shall have the right at reasonable times and intervals to audit, at CONTRACTOR'S premises, CONTRACTOR'S financial and program records as COMMISSION deems necessary to determine CONTRACTOR'S compliance with legal and contractual requirements and the correctness of claims submitted by CONTRACTOR.
- E. At regular times during normal business hours, COMMISSION shall have the right to inspect or evaluate CONTRACTOR'S records that pertain to services performed and amounts payable under this Agreement. COMMISSION shall have the right to withhold any payment under this Agreement until CONTRACTOR has provided access to CONTRACTOR'S financial and program records related to this Agreement.
- F. CONTRACTOR shall submit to the COMMISSION an annual financial and compliance audit conducted by an independent auditor. CONTRACTOR may use its organizational audit provided that the audit report shows First 5 revenues and expenses separately.
 - 1. CONTRACTOR shall obtain an Audit Engagement Letter from the audit firm selected and submit a copy of that letter to the COMMISSION within 2 months of fiscal year-end. In accordance with COMMISSION policy, the letter will include a statement saying that the final audit report will show the flow of First 5 revenue through the financials.
 - 2. The audit shall be conducted in accordance with generally accepted auditing standards, as promulgated by the American Institute of Certified Public Accountants and Generally Accepted Government Auditing Standards issued

by the General Accounting Office and the Comptroller General of the United States of America.”

3. The audit shall be submitted to the COMMISSION no later than 30 days after the CONTRACTOR’S organizational audit is completed, or no later than 6 months after fiscal year-end, whichever date is earlier. Should there be any delay, CONTRACTOR shall immediately inform COMMISSION staff and request an extension
4. COMMISSION shall not pay any invoices should an audit not be received within timeframes specified in this Agreement unless, prior to the expiration of this Agreement, the CONTRACTOR has obtained written approval from COMMISSION for any delay in submittal of an audit.
5. COMMISSION staff shall review the audit for completeness and findings and may submit the audit to the COMMISSION’S Auditor-Controller for technical review. COMMISSION shall be allowed access to all financial and program records as COMMISSION deems necessary to determine that funding was spent in compliance with applicable guidelines and this Agreement.
6. Should any material findings be noted in the audit report, CONTRACTOR must submit an action plan with the audit report detailing how the deficiency will be addressed. Findings shall be corrected within six months after the audit report. CONTRACTOR shall submit a report documenting corrections of identified audit deficiencies. If CONTRACTOR refuses or fails to cooperate or fails to submit an annual audit as required by this Agreement, COMMISSION may, in its sole discretion, withhold amounts payable under this Agreement until CONTRACTOR has complied with the requirements of this Section to the satisfaction of COMMISSION.
7. CONTRACTOR shall comply with First 5 California Commission audit requirements.
8. If the Agreement is terminated for any reason during the Agreement period, the independent audit shall cover the

entire period of the Agreement for which services were provided and shall be submitted within six months of the end of the Agreement period.

41. PRIOR AGREEMENTS

This Agreement constitutes the entire contract between COMMISSION and CONTRACTOR regarding the subject matter of this Agreement. Any prior agreements, whether oral or written, between COMMISSION and CONTRACTOR regarding the subject matter of this Agreement are hereby terminated effective immediately upon full execution of this Agreement.

42. SEVERABILITY

If any term or condition of this Agreement or the application thereof to any person(s) or circumstance is held invalid or unenforceable, such invalidity or unenforceability shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Agreement are declared severable.

43. FORCE MAJEURE

Neither CONTRACTOR nor COMMISSION shall be liable or responsible for delays or failures in performance resulting from events beyond the reasonable control of such party and without fault or negligence of such party. Such events shall include but not be limited to acts of God, strikes, lockouts, riots, acts of war, epidemics, acts of government, fire, power failures, nuclear accidents, earthquakes, unusually severe weather, acts of terrorism, or other disasters, whether or not similar to the foregoing, and acts or omissions or failure to cooperate of the other party or third parties (except as otherwise specifically provided herein).

44. SURVIVAL OF TERMS

All services performed and deliverables provided pursuant to this Agreement are subject to all of the terms, conditions, price discounts and rates set forth herein, notwithstanding the expiration of the initial term of this Agreement or any extension thereof. Further, the terms, conditions and warranties contained in this Agreement that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Agreement shall so survive.

45. DUPLICATE COUNTERPARTS

This Agreement may be executed in duplicate counterparts. The Agreement shall be deemed executed when it has been signed by both parties.

46. AUTHORITY TO EXECUTE

Each person executing this agreement represents and warrants that he or she is duly authorized and has legal authority to execute and deliver this Agreement for or on behalf of the parties to this Agreement. Each party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the day and year first written above.

FIRST 5 SACRAMENTO COMMISSION

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

DocuSigned by:
Julie Gallelo
By: _____
JULIE GALLELO E6D1C84455...
Executive Director

DocuSigned by:
Janeia Marking
By: _____
JANE MARKING 6D79D9C4D46A455...
Chief Business and Operations Officer

Date: 6/10/2024

Date: 6/10/2024

Contract and Contractor Tax Status Reviewed and Approved by County Counsel:

By: *[Signature]*
ASHLEY WISNIEWSKI
Supervising Deputy County Counsel

Date: 5/21/2021

EXHIBIT A
to Agreement between the
FIRST 5 SACRAMENTO COMMISSION,
hereinafter referred to as "COMMISSION," and
SACRAMENTO CITY UNIFIED SCHOL DISTRICT,
hereinafter referred to as "CONTRACTOR"

SCOPE OF SERVICES

1. SERVICE LOCATION(S)

Lead Agency Name(s): Sacramento City Unified School District

Administrative Location

Street Address: 5735 47th Avenue

City and Zip Code: Sacramento, CA 95824

Site Location 1 *Hiram Johnson Family Center (HJ)*

Street Address: 6879 - 14th Avenue

City and Zip Code: Sacramento, CA 95820

2. PROGRAM DESCRIPTION

The Family Engagement and Connections at Schools program is designed to offer families of children 0 – 5 years old the supports they are seeking, as expressed in multiple focus groups of parents who helped design the implementation plan for this strategy of the COMMISSION’s 2024-27 Strategic Plan. CONTRACTOR agrees to provide the following services:

- Parent Cafés following the Be Strong Families model

Additional details are specified under Section 12, Description of Minimum Services.

3. FOCUS POPULATION AND SERVICES AREA

The Family Engagement program will serve families with children ages 0-5 living within the catchment areas of identified elementary schools as noted in section 1 above. Services will include families that have children with Child Protective Services involvement, disabilities/special needs, children who are dual language learners, migrant families, immigrant and refugee families, families living in poverty, and other under-served populations. If space and funding allow, program elements may be provided to families with factors stated above who reside outside of the catchment areas.

4. CORE VALUES

CONTRACTOR shall ensure that programs, services and projects funded by the COMMISSION reflect the following core values:

1. A focus on prevention and early intervention to ensure that children have enhanced early growth experiences to reach their full potential;
2. Using whole-child and family-centered services to support the well-being and safety of children, to fortify family strengths, and to support safe, stable, and nurturing parenting that enhances child resilience;
3. A focus on the county's most vulnerable families to reduce disparities in access to equitable, quality services and outcomes;
4. Recognition that parents are the experts on their children and therefore have an essential role in the planning, development, and implementation of programs that impact their families.

5. SUBCONTRACTORS

The following shall be named as subcontractors and shall receive funding under this agreement. CONTRACTOR shall be required to develop a Memorandum of Understanding (MOU) with subcontractors that shall include total amount to be paid (detail of annual payments), term of contract as well as specific activities/services/deliverables that the subcontractor will provide. Contractor shall monitor and reimburse subcontractor for expenses incurred under MOU.

There are no subcontractors included in Family Engagement and Connection at Schools. Should CONTRACTOR determine that a subcontractor(s) is needed to provide specific services during the course of the contract, CONTRACTOR will notify and discuss this with COMMISSION staff prior to entering in to any Memorandum of Understandings (MOUs). A contract amendment may be needed as a result of any approved changes.

6. SYSTEMS INTEGRATION: SAC FAMILY CONNECT

Sac Family Connect (SFC) (formerly the Home Visiting Coordinating Collaborative) is a collaborative convened by the COMMISSION to bring agencies together to create a coordinated, unified, and streamlined system to support 0-5 families with the home visiting and support services that best meet their needs. CONTRACTOR shall participate in the SFC Memorandum of Understanding, which prioritizes:

1. Building stronger cross-agency relationships

2. Developing a coordinated and streamlined cross-agency referral process
3. Collecting and sharing closed-loop referral data
4. Training agency staff on topics that strengthen the family support services workforce
5. Integrating parent involvement and decision-making on services impacting their communities.

A key staff person, with decision-making abilities for the organization, will be required to attend quarterly SFC meetings; however, staff of all levels are encouraged to attend.

7. RACIAL EQUITY, DIVERSITY, INCLUSION AND CULTURAL RESPONSIVENESS (REDI+CR)

Systems play a significant role in the contribution and the perpetuation of negative predictable outcomes for communities of color. The COMMISSION is dedicated to building a more equitable community and making sure that all children and families are supported and have the resources they need to be happy, healthy, and successful. As a result, the COMMISSION has approved a resolution on racial equity and social justice with a desire for a shared framework for equity with our funded partners. Funded partners will be required to participate in open conversation and related activities, (such as but not limited to: trainings, messaging, quantitative and qualitative tracking/data collection, or working on policies and systems change) that will be determined collectively over time.

A key staff person, with decision-making abilities for the organization, will be required to participate in discussions with the COMMISSION on this issue and initiate steps at their organization.

8. COMMUNITY AND PARENT PARTNERSHIP

Children's development is supported when families, institutions, and communities engage with each other in a regular and ongoing way. Studies show that family and community engagement are crucial for the success of family service programs and that these programs reach desired outcomes when families share power in designing and guiding them. Community members and parents/caregivers gave feedback in the selection of First 5 Sacramento's funded priorities, the selection of elements in the First 5 Sacramento Implementation Plan, and in the applications for funding from community partners.

CONTRACTOR will be required to continue to collect and act on community feedback on the funded program(s) throughout the contract period;

community feedback will be formally sought at least annually and community voice will be intentionally included in program refinement throughout the contract period. CONTRACTOR will report on community feedback as part of the evaluation and reporting process.

9. PROGRAM EVALUATION AND REPORTING

- A. CONTRACTOR shall be required to develop the Program’s Evaluation Plan in conjunction with the COMMISSION’S evaluation consultant.
- B. Upon execution of the Agreement, CONTRACTOR’S staff shall participate in database training and input data relevant to the CONTRACTOR'S program into a data collection system as required by the COMMISSION. As required, CONTRACTOR shall collect and submit Client Level Data for participants in CONTRACTOR programs.
- C. CONTRACTOR shall utilize evaluation questionnaires or other tools as required by COMMISSION for purposes of evaluating CONTRACTOR'S project funded by the COMMISSION.
- D. Results Based Accountability (RBA) is used in the evaluation of COMMISSION programs. Section 13, below, contains a detailed RBA for this program. The indicators are developed in conjunction with the CONTRACTOR and may be revised during the term of the Agreement.
- E. As a minimum requirement, CONTRACTOR shall produce bi-annual Program Narrative and Milestone Reports, in a form prescribed by the COMMISSION, due on the last day of the month following the end of the reporting period.
- F. CONTRACTOR shall submit reports related to data collection and evaluation in the form and frequency required by the Commission.

10. SUSTAINABILITY

The COMMISSION adopted a Systems Sustainability Plan with the goal of sustaining children’s health, development and family empowerment outcomes and the systems that promote them. Being that tobacco tax is a declining revenue stream, First 5 has honed its investments over its 25-year history, shifting funding away from direct-services programming toward more systems improvement and policy work where impacts will be greater and longer-lasting. In this current landscape, the COMMISSION’s already declining tobacco tax revenues are being dramatically impacted since Proposition 31 (the flavored tobacco ban) was implemented in 2023. It is projected that a 28% decrease in funding is impending for the 2027 Strategic Plan.

The COMMISSION continues to emphasize the importance of sustainability planning for its funded partners. In partnership, the COMMISSION continues to advocate for policies and seek new, alternate and leveraged funds to support child and family serving programs in Sacramento County. COMMISSION will provide guidance and technical assistance to contractors to develop sustainability strategies and a written sustainability plan. The goal of the COMMISSION is by the end of this 2024 three-year strategic plan period, CONTRACTOR will be able to absorb up to a 30% funding reduction with new and leveraged funding in order to maintain the same level of services in the community.

CONTRACTOR participation and minimum achievements in sustainability efforts shall include:

1. Dedicate a key agency contact to manage, facilitate the development and implementation of sustainability efforts.
2. Update the agency's written sustainability plan in year one of the contract to address the anticipated reduction in funding.
3. Attend COMMISSION sponsored technical assistance, trainings, meetings, and events, and participate in capacity building work for sustainability as required.
4. Submit sustainability reports as requested by COMMISSION.

11. STAFFING REQUIREMENTS

CONTRACTOR shall be responsible for hiring, supervising, maintaining staff as identified in the approved BUDGET. CONTRACTOR shall, as soon as practicably possible, fill positions when there are vacancies or extended leaves of absence to maintain staff-to-client ratio and to meet contract service goals.

CONTRACTOR shall inform COMMISSION when there are any vacant positions and if there are difficulties filling the vacancies so that a potential plan can be discussed.

12. DESCRIPTION OF MINIMUM SERVICES

CONTRACTOR shall accomplish the minimum services as described below:

- Provide **Parent Cafés** for parents of children 0 - 5 focused on protective factors using the Be Strong Families Parent Café model. Cafés use structured, small group conversations to facilitate transformation and healing within families; build community; develop social connections; center parent knowledge, voice, and expertise; create parent leadership opportunities; as well as provide time for adult-only interaction.
 - Parent Cafés will meet in school or community locations;

- Will follow the Be Strong Families Parent Café model (training for leaders to be provided by First 5);
 - Will offer child care simultaneously;
 - May serve parents who participate in playgroups, those with children in preschool classes, and/or neighborhood parents not yet engaged with the school;
 - 100 parents will be served annually through Parent Cafés
 - Will be offered weekly in cycles of 6 Cafés for a minimum of 30 Cafés per year;
 - Language: At least one Café leader will be fluent in a language other than English that is reflective of community needs
 - After the first year of this contract, attendance must average at least 7 parents at each meeting as measured quarterly;
 - The Parent Café model includes a Café leader (who may be a staff person or a stipended parent) and Table Hosts (1 for every 4-5 participants) who are parents who receive a stipend of \$50 per café for this leadership activity;
 - Costs for staff, stipends, food, child care, supplies, and incentives for attendance may be included in the budget.
- When appropriate, **refer** children to Help Me Grow for developmental assessments.

13. EVALUATION PLAN

The evaluation procedures will support the COMMISSION and their evaluator in describing CONTRACTOR'S program efforts, immediate outcomes for participants, and how those outcomes contribute to the goals of First 5 Sacramento's 2024-2027 Strategic Plan. The COMMISSION uses a Results Based Accountability (RBA) model to evaluate the impact of their funded programs. The RBA model is structured around the following areas: "How much did we do?", "How well did we do it?", and "Is anyone better off?" Please see the information below for the detailed evaluation plan and procedures.

Evaluation & First 5 Sacramento Strategic Plan

- The following evaluation procedures will support First 5 Sacramento and Applied Survey Research (ASR) in describing your program's efforts, immediate outcomes for participants, and how those outcomes contribute to the goals of First 5 Sacramento's 2024-2027 Strategic Plan.
- Playgroups and Parent Cafés offered by school districts contribute to First 5 Sacramento's Health & Well-Being priority area to support the overarching

outcome in which “children’s basic needs are met so they can reach optimal development.”

Evaluation Plan

- First 5 Sacramento uses a Results Based Accountability (RBA) model to evaluate the impact of their funded programs. The RBA model is structured around the following areas: “How much did we do?”, “How well did we do it?”, and “Is anyone better off?”
- Indicators for each RBA area were developed to summarize and evaluate program activities in relation to the First 5 Sacramento FY 2024-2027 Strategic Plan’s goals and desired outcomes. First 5 Staff and ASR met with district representatives to ensure the identified indicators aligned with the proposed objectives and activities. A detailed Evaluation Plan by RBA area is outlined at the end of this document, including each indicator and methods of measurement.

Evaluation Forms and Procedures

Overview

1. Demographic data for all participants receiving First 5-funded services will be entered into Persimmony.
2. A **Consent Form** will be provided to the program participant (parent/guardian).
 - a. Consenting participants will be asked to complete:
 - i. A **First 5 Family Information Form (FIF) – Parent/Caregiver** at intake.
 - ii. A **Follow-Up FIF** administered by First 5 Evaluation staff.
 - b. Non-consenting participants will complete a **Client Information Form**, which collects the minimum information needed for First 5 California aggregate counts of demographics and services.
3. Individual-level **Service Records** will be entered into Persimmony for each applicable participant.
4. In addition to client-level forms and services outlined above, your program will be asked to submit **Bi-annual Performance Measures** reports which includes descriptions, counts, and other narratives for each milestone based on the objectives and activities outlined in your contract.
5. Client and Program **Success Stories** will be captured by staff throughout each year using the Success Stories Template and submitted to First 5 uploaded with Performance Measures reports.
6. Additional data requests and/or participant surveys will be administered by the First 5 Evaluation Team in collaboration with your district(s).

Consent Form

What and why	The Consent Form informs the parent/caregiver about the data to be collected, how it will be used in the evaluation, and requests their consent. The Consent Form also allows direct service staff to share basic client demographic information with other agencies for the purposes of coordination of care and services.
Who	All adult participants who will receive services, or whose child(ren) will receive services. Adults completing the consent form for children must be the child(ren)'s legal guardian.
When	Clients should complete this form at intake (prior to the start of services) and complete an updated form annually. Consents expire one year from the date they are signed.
How	The form can be completed on paper or electronically via Persimmony's Intake Portal in the parent/caregiver's preferred language (limited languages available).
Data Entry	If a hard copy consent is collected, scan and upload the signed consent to the caregiver's profile in Persimmony. Insert or update Consent Date or select "Declined" checkbox in client's Persimmony profile.

Client Information Form (only if Consent for Evaluation declined in Consent Form)

What and why	The Client Information Form collects and informs the parent/caregiver about minimum data requirements for aggregate demographic and service data counts. This information is important for annual reporting, to accurately count the total reach of First 5 dollars. Non-consenting participants will complete the Client Information Form in place of the Family Information Form (FIF) described below.
Who	Each participant who receives services during the fiscal year AND declines consent for evaluation in the Consent Form. Parents/caregivers who decline consent should also complete a form for each child receiving First 5-funded services.
When	At intake (prior to the start of services), after consent status has been determined.
How	The form can be completed on paper or electronically via Persimmony's Intake Portal in the parent/caregiver's preferred language (limited languages available).
Data Entry	Create or update Client Record in Persimmony with demographic information. Data collection/data entry will follow typical procedure for <i>services</i> provided, although no additional <i>assessment</i> (questionnaire) data will be collected/entered into Persimmony.

First 5 Family Information Form (FIF) – Parent/Caregiver

What and why	The Family Information Form (FIF) gathers demographic information about First 5 clients as well as their status on overall First 5 Sacramento indicators of interest, at intake. Toward the end of each fiscal year, First 5 staff will send an electronic Follow Up FIF to all eligible participants to identify the status on the indicators of interest after receiving First 5-funded services.
Who	Each parent/caregiver who receives services during the fiscal year AND who consents to have their data included in the evaluation.
When	Clients must complete a FIF at least one time during the FY in which they are receiving services (at or before start of services). If the client already completed a FIF with another program in the same FY they do not need to complete an additional FIF.
How	The preferred distribution of the FIF is via the Intake Portal in Persimmony. Hard copies of the forms (in a limited number of languages) are also available. Each client will be invited to complete one follow-up FIF distributed electronically by First 5.

Data Entry	If completed using hard copy, staff will enter data in Persimmony using the Assessment labeled “Pre FIF – Parent.” Responses completed electronically will need to be “accepted” to appear on the parent/caregiver’s client profile. Details will be covered in training provided to all Persimmony users.
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Parent Café Follow Up Survey

What and why	The Parent Café Follow Up Survey will capture feedback from Parent Café participants. The survey aims to identify the impact of Parent Cafés on their behaviors and is based on the tool developed by the Be Strong Families Participant Feedback survey.
Who	All parent café participants will have the opportunity to participate.
When	Upon completion of the Café series
How	First 5 staff will send the survey to Parent Café participants via Persimmony. Staff should make their best effort to collect email addresses for participating caregivers and encourage survey participation when they receive the link.
Data Entry	Since the survey will be completed directly by participants, no data entry will be required.

Program Services

In addition to the Assessment records described above, the following Services should be entered into the Persimmony database for each client following the activity.

Program Activity	Persimmony Service	Entered on:
Parent Café attendance (parent)	Parent_Cafe	Parent profile

Use service dates, service count, and service duration fields when entering data consistent with your district’s procedures.

DETAILED EVALUATION PLAN: PARENT SUPPORT & CONNECTIONS

This evaluation plan only includes the objectives and activities relevant to First 5 Evaluation goals and is not necessarily comprehensive of all objectives and activities to be performed by the contracted partner. Activities shown here may be abridged from the description provided in the program scope/contract.

School Districts – Parent Cafés		
RBA	Indicator(s)	Data Source/Method
How Much?	Total Reach	Service Records – Unduplicated Clients
	Number of caregivers served	Service Record – Parent Cafe
How Well?	Attendance	Service Records – Unduplicated Clients/Duplicated Services
	Average # of sessions attended	Service Records - Service count/duration calculations
	% who attend more than one session	Service Records - Service count/duration calculations
	% who attend 4+ sessions	Service Records - Service count/duration calculations
	Parent Leadership Development	Performance Measures Narratives
	Number of parents serving as Table Hosts (unduplicated)	Performance Measure TBD
	Participant satisfaction	Parent Café Follow Up Survey (to be developed)
Participant perceptions of the Café environment	<i>Examples: I felt the café was a safe space to share ...; I met other parents I plan to stay in touch with</i>	
Better Off?	Parent connection to their community (%)	FIF/Post-FIF Matched Set
	I know what program to contact in my community when I need help for basic needs (e.g., housing, food, employment).	FIF/Post-FIF Matched Set
	I know where I can get helpful information about parenting and taking care of children.	FIF/Post-FIF Matched Set
	Parent Leadership Development	Parent Café Follow Up Survey (to be developed)
Impact of Parent Café on participant behaviors	<i>Examples: I want to get more involved in my school; As a result of your Café experience(s), what changes have you made for yourself, your children, and/or your family?</i>	

EXHIBIT B
to Agreement between the
FIRST 5 SACRAMENTO COMMISSION
hereinafter referred to as "COMMISSION," and
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT,
hereinafter referred to as "CONTRACTOR"

BUDGET REQUIREMENTS

1. MAXIMUM PAYMENT TO CONTRACTOR

- A. The Maximum Total Payment Amount under this Agreement is:
\$252,000
- B. The Maximum Total Payment Amount shall be paid out on a reimbursement basis. Contractor shall submit invoices on a quarterly basis, by the 15th of the following month, for expenses incurred in the prior quarter.
- C. Funds received from the COMMISSION shall be used for to provide services identified in Exhibit A, Scope of Services, of this Agreement. Annual budgets must be reviewed and signed by CONTRACTOR'S Fiscal Officer and approved by COMMISSION staff prior to any payments being issued for this Agreement.
- D. Expenditures shall not exceed the specified amounts identified in the annual budget; to the extent that costs exceed those amounts, they are the responsibility of the CONTRACTOR. If CONTRACTOR fails to use the funding as specified, CONTRACTOR shall be required to return/reimburse the COMMISSION for the amount of the Maximum Total Payment Amount under this Agreement.

2. BUDGET REVISIONS

- A. Revisions to approved fiscal year budgets may be made in accordance with the COMMISSION'S budget revision policy.
- B. Invoice payments may not be made unless accompanied by the required budget revision form. Invoices may not be honored if the budget revision is submitted over ninety (90) days after the end of the billing cycle.

- C. Adjusted budgets may be submitted by June 15 for the following fiscal year provided that there is no change in the total amount of the budget or the scope of service. If the adjusted budget is not received by June 15, the budget initially submitted with the contract shall govern.
- D. In the final year of the contract, budget revisions received after June 15 will not be honored and may result in the non-payment of any line item amounts that exceed the budget limits.

3. ROLL OVER OF UNEXPENDED FUNDS

The COMMISSION'S roll over policy does not permit roll over of unexpended funds except under a very limited set of circumstances:

- To fund capital projects/assets that were budgeted in one contract year, and because of unforeseen delays in the project, will be purchased in the following contract year.
- To fund encumbrances not invoiced by the end of the fiscal year.

CONTRACTOR may request roll over under these limited circumstances and in accordance with COMMISSION'S fiscal policies. Requests for roll over must be made prior to the expenditure of the funds and prior to the expiration of the agreement.

4. BASIS FOR ADVANCE PAYMENT

- A. This Agreement allows for advance payment when CONTRACTOR submits a request in writing and request is approved by the COMMISSION'S Director.
- B. If COMMISSION finds that CONTRACTOR requires advance payment in order to perform the service required under this Agreement, Director may authorize a one-time or annual advance in an amount not to exceed 10% of the first twelve (12) months budgeted invoice amounts or the budgeted annual invoice amount, as applicable. All advanced funds shall be offset in equal installments against request for reimbursement claims (invoices) submitted during the first twelve (12) months following the effective date of the Agreement or the term of the Agreement, whichever is less.

STRATEGIC PLAN 2024

Legal Name of Organization/Individual:

Sacramento City Unified School District

Address:

5735 47th Avenue
 Sacramento, California 95824

PROGRAM CONTACT - Name and Title

Dr. E'Leva Hughes-Gibson
Telephone Number (w/area code):
 916-643-7801
Email Address:
eleva-gibson@scusd.edu

FISCAL CONTACT - Name and Title

Sherrell Peterson, Program Technician
Telephone Number (w/area code):
 916-643-7853
Email Address:
Sherrell-Peterson@scusd.edu

Contract Number:

(leave blank)

Overall Award: \$ 252,000.00

		Recommended Allocation	Optional Allocation
24/25	Year 1	\$ 84,000.00	\$ 82,320.00
25/26	Year 2	\$ 84,000.00	\$ 84,000.00
26/27	Year 3	\$ 84,000.00	\$ 85,680.00
Total		\$ 252,000.00	\$ 252,000.00

Enter an "x" in box to left to select the optional method, otherwise it will default to the Recommended Allocation.

FISCAL YEAR 2024/25

Year 1
Allocation

\$ 84,000.00

Organization: Sacramento City Unified School District
 Contact: Dr. E'Leva Hughes-Gibson
 916-643-7801 - eleva-gibson@scusd.edu

I. PERSONNEL						
line	Title/Role	Name	Annual Salary	FTE	Contract Budget	Budget Justification/Duties
101	Coordinator I	Christina Roseli	\$ 128,424.73	0.15	\$ 19,263.71	Oversee program, attend F5 meetings, complete reports
102	Parent Advisor	Marissa Floyd	\$ 44,319.00	0.10	\$ 4,431.90	Facilitator, parent contact, scheduling
103	School Community Liaison	William Carr	\$ 39,776.54	0.10	\$ 3,977.65	Facilitator, room set up, prep materials
104	Program Technician	Ella Yang	\$ 52,224.00	0.10	\$ 5,222.40	Fiscal reporting and monitoring, ordering materials and supplies, reimbursements.
105					\$ -	
106					\$ -	
Total Personnel					\$ 32,895.66	
II. BENEFITS						
line	Line Item			Contract Budget	Budget Justification/Use	
201	Fringe Benefits			\$ 19,174.91		
Total Benefits				\$ 19,174.91		
III. OPERATING EXPENSES						
line	Line Item	Cost Description	Contract Budget	Budget Justification/Use		
301	Mileage	.656 mileage reimbursement rate	\$ 4,550.00	Mileage reimbursements used to support personnel and families in travel expenses to and from parent café and any other travel related to the program.		
302	Materials & Supplies	Cost allocation based on family café = 30 sessions throughout the year (5) 6 week long sessions.	\$ 13,000.00	Cost allocation based on family café = 30 sessions throughout the year (5) 6 week long sessions. Includes Materials and supplies related to café operations including food and childcare		
303	Office Supplies		\$ 3,500.00	Office supplies used to run operations necessary to support and sustain parent café. Items include paper, pens, staples, clips, post-its, binders, and all other supplies used in office.		
304	Duplication	Cost allocation based on \$0.42 per color copy and \$0.35 per black & white copy	\$ 1,250.00	Copies used to create flyers, handouts and communication with families and community members.		
305	Stipend	Cost allocation based on 2 table leader X \$50 X 30 weeks	\$ 3,000.00	Stipend for table leader		
306	Other	Incentives, table prizes, etc	\$ 3,977.48	All other items not included in the normal operating expenses.		
307			\$ -			
Total Operating Expenses				\$ 29,277.48		
IV. EQUIPMENT (over \$5,000)						
line	Line Item			Contract Budget	Budget Justification/Use	
401				\$ -		
Total Equipment				\$ -		
V. SUBCONTRACTS/CONSULTANTS						
line	Line Item			Contract Budget	Budget Justification/Use	
501				\$ -	Complete separate budget template	
Total Subcontracts/Consultants				\$ -		

FISCAL YEAR 2024/25

Year 1
Allocation

\$ 84,000.00

Organization: Sacramento City Unified School District
Contact: Dr. E'Leva Hughes-Gibson
916-643-7801 - eleva-gibson@scusd.edu

VI. INDIRECT				
line	Line Item	Rate	Contract Budget	
601	Indirect	3.26%	\$ 2,651.95	
Total Indirect			\$ 2,651.95	
CONTRACT TOTALS		FISCAL YEAR 2024/25 Year 1	\$ 84,000.00	

FISCAL YEAR 2025/26

Year 2
Allocation

\$ 84,000.00

Organization:
Contact:

Sacramento City Unified School District
Dr. E'Leva Hughes-Gibson
916-643-7801 - eleva-gibson@scusd.edu

I. PERSONNEL						
line	Title/Role	Name	Annual Salary	FTE	Contract Budget	Budget Justification/Duties
101	Coordinator I	Christina Roseli	\$ 121,063.80	0.15	\$ 18,159.57	Oversee program, attend F5 meetings, complete reports
102	Parent Advisor	Marissa Floyd	\$ 46,030.90	0.20	\$ 9,206.18	Facilitator, parent contact, scheduling
103	School Community Liaison	William Carr	\$ 35,176.19	0.20	\$ 7,035.24	Facilitator, room set up, prep materials
104	Program Technician	Sherrell Peterson	\$ 61,369.18	0.10	\$ 6,136.92	Fiscal reporting and monitoring, ordering materials and supplies, reimbursements.
105					\$ -	
106					\$ -	
Total Personnel					\$ 40,537.90	
II. BENEFITS						
line	Line Item	Rate			Contract Budget	
201	Fringe Benefits	32.0%			\$ 12,972.13	
Total Benefits					\$ 12,972.13	
III. OPERATING EXPENSES						
line	Line Item	Cost Description			Contract Budget	Budget Justification/Use
301	Mileage	.656 mileage reimbursement rate			\$ 4,550.00	Mileage reimbursements used to support personnel in travel expenses to and from parent café and any other travel related to the program.
302	Materials & Supplies	Cost allocation based on family café = 30 sessions throughout the year (5) 6 week long sessions.			\$ 16,000.00	Cost allocation based on family café = 30 sessions throughout the year (5) 6 week long sessions. Includes Materials and supplies related to café operations including food and childcare
303	Office Supplies				\$ 3,500.00	Office supplies used to run operations necessary to support and sustain parent café. Items include paper, pens, staples, clips, post-its, binders, and all other supplies used in office.
304	Duplication	Cost allocation based on \$0.42 per color copy and \$0.35 per black & white copy			\$ 1,250.00	Copies used to create flyers, handouts and communication with families and community members.
305	Other	Incentives, table prizes, etc			\$ 2,333.71	All other items not included in the normal operating expenses.
306					\$ -	
Total Operating Expenses					\$ 27,633.71	
IV. EQUIPMENT (over \$5,000)						
line	Line Item				Contract Budget	Budget Justification/Use
401	NONE				\$ -	
Total Equipment					\$ -	
V. SUBCONTRACTS/CONSULTANTS						
line	Line Item				Contract Budget	Budget Justification/Use
501					\$ -	Complete separate budget template
Total Subcontracts/Consultants					\$ -	
VI. INDIRECT						
line	Line Item	Rate			Contract Budget	

FISCAL YEAR 2025/26

Year 2

Allocation

\$ 84,000.00

Organization:

Sacramento City Unified School District

Contact:

Dr. E'Leva Hughes-Gibson

916-643-7801 - eleva-gibson@scusd.edu

601	Indirect	3.52%	\$ 2,856.26	
Total Indirect			\$ 2,856.26	
CONTRACT TOTALS		FISCAL YEAR 2025/26 Year 2	\$ 84,000.00	3

\$ 84,000.00

I. PERSONNEL						
line	Title/Role	Name	Annual Salary	FTE	Contract Budget	Budget Justification/Duties
101	Coordinator I	Christina Roseli	\$ 121,063.80	0.15	\$ 18,159.57	Oversee program, attend F5 meetings, complete reports
102	Parent Advisor	Marissa Floyd	\$ 46,030.90	0.20	\$ 9,206.18	Facilitator, parent contact, scheduling
103	School Community Liaison	William Carr	\$ 35,176.19	0.20	\$ 7,035.24	Facilitator, room set up, prep materials
104	Program Technician	Sherrell Peterson	\$ 61,369.18	0.10	\$ 6,136.92	Fiscal reporting and monitoring, ordering materials and supplies, reimbursements.
105					\$ -	
106					\$ -	
Total Personnel					\$ 40,537.90	
II. BENEFITS						
line	Line Item	Rate			Contract Budget	
201	Fringe Benefits	32.0%			\$ 12,972.13	
Total Benefits					\$ 12,972.13	
III. OPERATING EXPENSES						
line	Line Item	Cost Description			Contract Budget	Budget Justification/Use
301	Mileage	.656 mileage reimbursement rate			\$ 4,550.00	Mileage reimbursements used to support personnel in travel expenses to and from parent café and any other travel related to the program.
302	Materials & Supplies	Cost allocation based on family café = 30 sessions throughout the year (5) 6 week long sessions.			\$ 16,000.00	Cost allocation based on family café = 30 sessions throughout the year (5) 6 week long sessions. Includes Materials and supplies related to café operations including food and childcare
303	Office Supplies				\$ 3,500.00	Office supplies used to run operations necessary to support and sustain parent café. Items include paper, pens, staples, clips, post-its, binders, and all other supplies used in office.
304	Duplication	Cost allocation based on \$0.42 per color copy and \$0.35 per black & white copy			\$ 1,250.00	Copies used to create flyers, handouts and communication with families and community members.
305	Other	Incentives, table prizes, etc			\$ 2,333.71	All other items not included in the normal operating expenses.
306					\$ -	
Total Operating Expenses					\$ 27,633.71	
IV. EQUIPMENT (over \$5,000)						
line	Line Item				Contract Budget	Budget Justification/Use
401	NONE				\$ -	
Total Equipment					\$ -	
V. SUBCONTRACTS/CONSULTANTS						
line	Line Item				Contract Budget	Budget Justification/Use
501					\$ -	Complete separate budget template
Total Subcontracts/Consultants					\$ -	
VI. INDIRECT						
					Contract	

FISCAL YEAR 2026/27

Year 3
Allocation

\$ 84,000.00

Organization: Sacramento City Unified School District
 Contact: Dr. E'Leva Hughes-Gibson
 916-643-7801 - eleva-gibson@scusd.edu

line	Line Item	Rate	Budget
601	Indirect	3.52%	\$ 2,856.26
	Total Indirect		\$ 2,856.26
CONTRACT TOTALS		FISCAL YEAR 2026/27 Year 3	\$ 84,000.00

Strategic Plan 2024

Organization: Sacramento City Unified School District

Contact: Dr. E'Leva Hughes-Gibson
916-643-7801 - eleva-gibson@scusd.edu

Budget Categories	FY 2024/25 Contract	FY 2025/26 Contract	FY 2026/27 Contract	Strategic Plan 2024-27 Contract Totals
I. PERSONNEL	\$ 32,895.66	\$ 40,537.90	\$ 40,537.90	\$ 113,971.46
II. BENEFITS	\$ 19,174.91	\$ 12,972.13	\$ 12,972.13	\$ 45,119.17
III. OPERATING EXPENSES	\$ 29,277.48	\$ 27,633.71	\$ 27,633.71	\$ 84,544.90
IV. EQUIPMENT	\$ -	\$ -	\$ -	\$ -
V. SUBCONTRACTS	\$ -	\$ -	\$ -	\$ -
VI. INDIRECT	\$ 2,651.95	\$ 2,856.26	\$ 2,856.26	\$ 8,364.47
TOTAL	\$ 84,000.00	\$ 84,000.00	\$ 84,000.00	\$ 252,000.00



SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 14.1

Meeting Date: June 20, 2024

Subject: Business and Financial Information: Enrollment and Attendance Report, Month 8, Ending Friday, April 19, 2024

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: _____)
- Conference/Action
- Action
- Public Hearing

Division: Business Services

Recommendation: Receive business and financial information.

Background/Rationale: Enrollment and Attendance Report for Month 8, Ending Friday, April 19, 2024

Financial Considerations: Reflects standard business information.

LCAP Goal(s): Family and Community Empowerment; Operational Excellence

Documents Attached:

Enrollment and Attendance Report for Month 8, Ending Friday, April 19, 2024

Estimated Time: N/A

Submitted by: Janea Marking, Chief Business and Operations Officer

Approved by: Lisa Allen, Superintendent

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
ENROLLMENT AND ATTENDANCE REPORT
MONTH 8, ENDING FRIDAY, APRIL 19, 2024
TRADITIONAL SCHOOLS

ELEMENTARY TRADITIONAL	GENERAL EDUCATION			Special Education Grades K-6	TOTAL MONTH END ENROLLMENT	PERCENTAGE FOR THE MONTH	AVERAGE CUMULATIVE ACTUAL ATTENDANCE		
	Kdgn	Grades 1-3	Grades 4-6				2023-2024 Actual Attendance	Cum Attd Days /142 2023-2024	PERCENTAGE 2023-2024
A M Winn Elementary K-8 Waldorf	35	102	125	28	290	94.11%	274.82	93.48%	
Abraham Lincoln El	62	210	237	1	510	91.62%	463.01	91.32%	
Alice Birney Waldorf-Inspired K8	42	139	169	3	353	94.96%	333.73	94.05%	
Bret Harte Elementary	21	68	51	51	191	89.38%	170.63	90.24%	
Caleb Greenwood	65	204	218	4	491	95.78%	464.90	95.37%	
Camellia Basic Elementary	44	130	146	19	339	96.44%	328.16	96.23%	
Capital City School	6	31	56	0	93	92.82%	96.72	94.68%	
Caroline Wenzel Elementary	40	67	82	15	204	90.64%	185.57	90.34%	
Cesar Chavez ES	0	0	355	21	376	91.45%	351.34	93.26%	
Crocker/Riverside Elementary	82	284	270	2	638	94.73%	605.05	95.23%	
David Lubin Elementary	45	181	178	32	436	94.77%	411.90	94.58%	
Earl Warren Elementary	48	155	183	11	397	93.69%	368.46	93.75%	
Edward Kemble Elementary	103	339	0	15	457	89.24%	410.43	91.46%	
Elder Creek Elementary	81	315	330	7	733	92.34%	679.63	92.94%	
Ethel I Baker Elementary	71	275	253	2	601	88.00%	541.63	90.29%	
Ethel Phillips Elementary	48	186	172	13	419	90.22%	382.54	91.97%	
Father Keith B Kenny K-6 School	23	80	109	25	237	85.65%	212.65	89.14%	
Genevieve Didion Elementary	64	202	197	7	470	96.45%	454.37	95.86%	
Golden Empire Elementary	48	191	190	5	434	93.67%	403.32	93.47%	
H W Harkness Elementary	38	89	128	8	263	91.41%	239.28	92.48%	
Hollywood Park Elementary	27	82	102	39	250	90.05%	222.30	91.65%	
Home/Hospital	12	29	14	0	55	100.00%	211.00	100.00%	
Hubert H. Bancroft Elementary	47	169	145	25	386	90.80%	347.05	91.40%	
Isador Cohen Elementary	39	139	95	34	307	88.25%	283.40	92.31%	
James W Marshall Elementary	46	127	129	38	340	92.91%	312.20	92.91%	
John Bidwell Elementary	30	110	91	20	251	92.62%	234.01	91.85%	
John Cabrillo Elementary	50	125	130	42	347	91.31%	308.27	91.03%	
John D Sloat Elementary	24	77	89	22	212	92.24%	195.06	90.93%	
John H. Still K-8	62	160	211	3	436	89.66%	394.84	90.99%	
John Morse Therapeutic Center	0	0	0	8	8	86.67%	4.49	85.98%	
Leataata Floyd Elementary	23	90	88	2	203	87.98%	182.13	87.35%	
Leonardo da Vinci K - 8 School	94	283	291	24	692	94.99%	661.05	95.35%	
Mark Twain Elementary	23	89	96	28	236	90.11%	213.99	91.62%	
Martin Luther King Jr Elementary	47	121	114	28	310	91.51%	280.66	91.67%	
Matsuyama Elementary	49	166	207	14	436	95.36%	413.30	94.56%	
Nicholas Elementary	57	212	212	13	494	89.36%	440.61	90.97%	
O W Erlewine Elementary	36	92	124	22	274	90.33%	252.63	91.63%	
Oak Ridge Elementary	49	176	203	3	431	88.21%	385.00	90.16%	
Pacific Elementary	85	259	298	6	648	86.83%	577.11	91.05%	
Parkway Elementary School	60	164	174	22	420	87.65%	373.63	87.57%	
Phoebe A Hearst Elementary	88	282	281	1	652	96.08%	630.58	96.18%	
Pony Express Elementary	31	139	168	15	353	92.97%	329.18	93.40%	
Rosa Parks K-8 School	41	142	143	17	343	87.58%	293.96	89.71%	
Sequoia Elementary	56	166	167	32	421	89.61%	378.74	90.72%	
Success Academy K-8	0	0	6	0	6	73.26%	3.89	74.23%	
Susan B Anthony Elementary	36	134	118	4	292	93.03%	279.47	94.77%	
Sutterville Elementary	39	138	192	13	382	95.53%	362.97	95.10%	
Suy:u Elementary	49	159	172	35	415	93.57%	372.37	92.70%	
Tahoe Elementary	40	108	91	42	281	91.08%	255.19	91.66%	
Theodore Judah Elementary	51	164	175	16	406	93.62%	379.66	93.16%	
Washington Elementary	36	134	113	25	308	90.41%	275.77	91.59%	
William Land Elementary	47	139	139	0	325	94.61%	308.53	94.22%	
Woodbine Elementary	41	124	103	24	292	88.40%	247.25	89.44%	
TOTAL ELEMENTARY SCHOOLS	2,381	7,747	8,130	886	19,144	91.87%	17,788.39	92.58%	
Change from prior month				44	-7				

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 19, 2024
 TRADITIONAL SCHOOLS

MIDDLE SCHOOLS	GENERAL EDUCATION			Special Education Grades 7-8	TOTAL MONTH- END ENROLLMENT	PERCENTAGE FOR THE MONTH	AVERAGE CUMULATIVE ACTUAL ATTENDANCE	
	Grade 7	Grade 8	Total Grades 7-8			2023-2024 Actual Attendance	Cum Attd Days/142	PERCENTAGE 2023-2024
							2023-2024	
A M Winn Elementary K-8 Waldorf	34	32	66	2	68	92.27%	62.77	90.24%
Albert Einstein MS	274	300	574	18	592	90.88%	551.58	91.84%
Alice Birney Waldorf-Inspired K8	49	53	102	1	103	94.07%	95.82	93.49%
California MS	334	392	726	18	744	90.02%	685.30	91.21%
Capital City School	23	33	56	0	56	88.54%	51.34	87.08%
Fern Bacon MS	297	312	609	29	638	88.45%	585.56	91.43%
Genevieve Didion Elementary	56	56	112	1	113	95.87%	109.57	96.05%
Home/Hospital	15	13	28	0	28	100.00%	95.00	100.00%
John H. Still K-8	132	146	278	14	292	89.11%	266.65	91.30%
John Morse Therapeutic Center	0	0	0	13	13	68.72%	10.69	83.77%
Leonardo da Vinci K - 8 School	58	42	100	12	112	93.33%	106.05	94.56%
Miwok MS	634	521	1,155	19	1,174	94.94%	1112.73	94.53%
Rosa Parks K-8 School	199	213	412	18	430	89.08%	381.37	89.52%
Sam Brannan MS	165	155	320	40	360	90.92%	334.69	90.61%
School of Engineering and Science	120	117	237	2	239	95.51%	229.17	94.79%
Success Academy K-8	8	11	19	0	19	70.40%	9.66	78.27%
Umoja International Academy	128	156	284	14	298	88.83%	266.37	88.63%
Will C Wood MS	311	315	626	50	676	90.95%	617.18	91.77%
TOTAL MIDDLE SCHOOLS	2,837	2,867	5,704	251	5,955	91.27%	5,571.50	91.98%
Change from prior month				9	-19			

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 19, 2024
 TRADITIONAL SCHOOLS

HIGH SCHOOLS	GENERAL EDUCATION					Total Grade 9-12	Special Education Grades 9-12	TOTAL MONTH END ENROLLMENT	PERCENTAGE FOR THE MONTH	AVERAGE CUMULATIVE ACTUAL ATTENDANCE	
	Continuation	Grade 9	Grade 10	Grade 11	Grade 12					2023-2024 Actual Attendance	Cum Attd Days/142 2023-2024
	American Legion HS	166	0	0	0				0	166	0
Arthur A. Benjamin Health Prof	0	33	31	30	45	139	24	163	87.81%	153.58	87.35%
C K McClatchy HS	0	646	606	578	492	2,322	32	2354	89.89%	2210.87	91.69%
Capital City School	0	19	31	29	51	130	0	130	73.18%	119.54	67.46%
Hiram W Johnson HS	0	370	382	363	344	1,459	113	1572	87.75%	1419.15	88.14%
Home/Hospital	0	10	10	11	10	41	0	41	100.00%	116.00	100.00%
John F Kennedy HS	0	392	402	362	417	1,573	117	1690	90.77%	1654.67	91.28%
Luther Burbank HS	0	350	331	355	343	1,379	100	1479	87.66%	1384.30	89.80%
Rosemont HS	0	340	335	343	316	1,334	108	1442	89.95%	1349.20	90.26%
School of Engineering and Science	0	72	78	67	56	273	0	273	95.22%	266.83	94.44%
Umoja International Academy	0	53	39	45	37	174	1	175	94.42%	168.00	94.05%
West Campus HS	0	234	218	214	200	866	8	874	95.18%	844.61	96.33%
Sacramento Accelerated Academy*	0	11	17	83	182	293	0	293	**N/A	**N/A	**N/A
TOTAL HIGH SCHOOLS	166	2,530	2,480	2,480	2,493	10,149	503	10,652	89.46%	9,812.45	90.35%
Change from prior month								19	-89		

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 19, 2024
 TRADITIONAL SCHOOLS

DISTRICT TOTALS	TOTAL MONTH-END ENROLLMENT	PERCENTAGE FOR THE MONTH	AVERAGE CUMULATIVE ACTUAL ATTENDANCE	
		2023-2024 Actual Attendance	Cum Attd Days/142	PERCENTAGE 2023-2024
			2023-2024	
ELEMENTARY	19,144	91.87%	17,788	92.58%
MIDDLE	5,955	91.27%	5,571	91.98%
HIGH SCHOOL	10,652	89.46%	9,812	90.35%
TOTAL ALL DISTRICT SEGMENTS	35,751	91.06%	33,172	91.81%

Total Non-Public Schools as of 5/24/2024	240
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Non-Public change from prior month	1
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SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 19, 2024
 CHARTER SCHOOLS

2023-2024 DEPENDENT CHARTER SCHOOLS	GENERAL EDUCATION					Special Education Grades K-12	TOTAL MONTH-END ENROLLMENT	PERCENTAGE FOR THE MONTH	AVERAGE CUMULATIVE ACTUAL ATTENDANCE	
	Kdgn	Grades 1-3	Grades 4-6	Grades 7-8	Grades 9-12			2023-2024 Actual Attendance	2023-2024	PERCENTAGE 2023-2024
Bowling Green McCoy	46	160	172	0	0	9	387	91.92%	356.80	92.10%
Bowling Green-Chacon	47	134	134	0	0	7	322	92.37%	302.37	94.06%
George W. Carver SAS	0	0	0	0	155	10	165	89.62%	155.50	90.30%
New Joseph Bonnheim Charter	24	101	119	0	0	4	248	93.07%	222.84	93.34%
New Tech High	0	0	0	0	146	1	147	91.72%	139.17	92.88%
The Met High School	0	0	0	0	187	3	190	91.91%	193.32	92.86%
TOTAL DEPENDENT CHARTER SCHOOLS	117	395	425	0	488	34	1,459	91.99%	1,369.99	92.69%

Change from prior month	3	7
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SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 19, 2024
 ADULT EDUCATION SCHOOLS

ADULT EDUCATION	ENROLLMENT	HOURS EARNED			2023-2024 CUMULATIVE ADA		
		CONCURRENT	OTHER	TOTAL	CONCURRENT	OTHER	TOTAL
A. Warren McClaskey Adult Center	181	0	7,686.25	7,686.25	0	172.19	172.19
Charles A. Jones Career & Education Center	260	0	6,768.47	6,768.47	0	173.22	173.22
TOTAL ADULT EDUCATION	441	0	14,454.72	14,454.72	0	345.41	345.41

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 19, 2024
 GRADE BY GRADE ENROLLMENT

ELEMENTARY SCHOOLS	GENERAL EDUCATION ENROLLMENT							TOTAL
	Kdgn	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	GENERAL
A M Winn Elementary K-8 Waldorf	35	32	34	36	49	29	47	262
Abraham Lincoln El	62	73	72	65	75	76	86	509
Alice Birney Waldorf-Inspired K8	42	44	47	48	58	61	50	350
Bret Harte Elementary	21	22	24	22	13	17	21	140
Caleb Greenwood	65	59	81	64	69	80	69	487
Camellia Basic Elementary	44	47	42	41	40	51	55	320
Capital City School	6	14	7	10	15	12	29	93
Caroline Wenzel Elementary	40	22	25	20	24	29	29	189
Cesar Chavez ES	0	0	0	0	129	111	115	355
Crocker/Riverside Elementary	82	96	91	97	98	83	89	636
David Lubin Elementary	45	47	68	66	52	64	62	404
Earl Warren Elementary	48	48	48	59	60	64	59	386
Edward Kemble Elementary	103	104	122	113	0	0	0	442
Elder Creek Elementary	81	107	99	109	107	114	109	726
Ethel I Baker Elementary	71	94	92	89	94	75	84	599
Ethel Phillips Elementary	48	68	53	65	63	59	50	406
Father Keith B Kenny K-8 School	23	22	34	24	28	48	33	212
Genevieve Didion Elementary	64	67	65	70	65	65	67	463
Golden Empire Elementary	48	64	57	70	64	65	61	429
H W Harkness Elementary	38	40	23	26	37	45	46	255
Hollywood Park Elementary	27	24	39	19	28	32	42	211
Home/Hospital	12	6	7	16	7	6	1	55
Hubert H. Bancroft Elementary	47	49	64	56	64	43	38	361
Isador Cohen Elementary	39	47	48	44	31	33	31	273
James W Marshall Elementary	46	40	47	40	39	55	35	302
John Bidwell Elementary	30	32	37	41	36	25	30	231
John Cabrillo Elementary	50	47	36	42	46	38	46	305
John D Sloat Elementary	24	31	23	23	38	27	24	190
John H. Still K-8	62	47	55	58	64	82	65	433
John Morse Therapeutic Center	12	6	7	16	7	6	1	55
Leataata Floyd Elementary	23	23	35	32	31	23	34	201
Leonardo da Vinci K - 8 School	94	96	93	94	95	99	97	668
Mark Twain Elementary	23	23	37	29	32	31	33	208
Martin Luther King Jr Elementary	47	43	37	41	50	32	32	282
Matsuyama Elementary	49	46	61	59	66	63	78	422
Nicholas Elementary	57	72	71	69	65	79	68	481
O W Erlewine Elementary	36	24	32	36	34	45	45	252
Oak Ridge Elementary	49	44	70	62	75	65	63	428
Pacific Elementary	85	84	96	79	98	87	113	642
Parkway Elementary School	60	67	48	49	65	58	51	398
Phoebe A Hearst Elementary	88	94	92	96	96	95	90	651
Pony Express Elementary	31	44	47	48	56	54	58	338
Rosa Parks K-8 School	41	46	47	49	48	40	55	326
Sequoia Elementary	56	54	55	57	48	66	53	389
Success Academy K-8	0	0	0	0	1	1	4	6
Susan B Anthony Elementary	36	41	52	41	38	43	37	288
Sutterville Elementary	39	40	46	52	66	64	62	369
Suy:u Elementary	49	44	58	57	59	58	55	380
Tahoe Elementary	40	47	33	28	32	29	30	239
Theodore Judah Elementary	51	67	50	47	54	57	64	390
Washington Elementary	36	38	48	48	47	33	33	283
William Land Elementary	47	47	46	46	38	54	47	325
Woodbine Elementary	41	38	44	42	38	37	28	268
TOTAL	2,393	2,521	2,645	2,610	2,732	2,708	2,704	18,313

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 19, 2024
 CUMULATIVE TOTAL ABSENCES

ELEMENTARY	TOTAL ENROLLMENT	TOTAL ABSENCES	ACTUAL DAYS OF ATTENDANCE	DAYS ENROLLED	PERCENTAGE OF ATTENDANCE
A M Winn Elementary K-8 Waldorf	290	2,724	39,024	41,748	93.48%
Abraham Lincoln El	510	6,246	65,747	71,993	91.32%
Alice Birney Waldorf-Inspired K8	353	3,000	47,389	50,389	94.05%
Bret Harte Elementary	191	2,620	24,229	26,849	90.24%
Caleb Greenwood	491	3,203	66,016	69,219	95.37%
Camellia Basic Elementary	339	1,826	46,598	48,424	96.23%
Capital City School	93	771	13,734	14,505	94.68%
Caroline Wenzel Elementary	204	2,817	26,351	29,168	90.34%
Cesar Chavez ES	376	3,607	49,890	53,497	93.26%
Crocker/Riverside Elementary	638	4,308	85,917	90,225	95.23%
David Lubin Elementary	436	3,352	58,490	61,842	94.58%
Earl Warren Elementary	397	3,487	52,321	55,808	93.75%
Edward Kemble Elementary	457	5,441	58,281	63,722	91.46%
Elder Creek Elementary	733	7,326	96,508	103,834	92.94%
Ethel I Baker Elementary	601	8,268	76,912	85,180	90.29%
Ethel Phillips Elementary	419	4,745	54,321	59,066	91.97%
Father Keith B Kenny K-6 School	237	3,680	30,196	33,876	89.14%
Genevieve Didion Elementary	470	2,789	64,520	67,309	95.86%
Golden Empire Elementary	434	3,998	57,271	61,269	93.47%
H W Harkness Elementary	263	2,762	33,977	36,739	92.48%
Hollywood Park Elementary	250	2,877	31,566	34,443	91.65%
Home/Hospital	55	0	1,734	1,734	100.00%
Hubert H. Bancroft Elementary	386	4,636	49,281	53,917	91.40%
Isador Cohen Elementary	307	3,351	40,243	43,594	92.31%
James W Marshall Elementary	340	3,385	44,333	47,718	92.91%
John Bidwell Elementary	251	2,947	33,230	36,177	91.85%
John Cabrillo Elementary	347	4,315	43,774	48,089	91.03%
John D Sloat Elementary	212	2,762	27,698	30,460	90.93%
John H. Still K-8	436	5,551	56,067	61,618	90.99%
John Morse Therapeutic Center	8	104	638	742	85.98%
Leataata Floyd Elementary	203	3,746	25,862	29,608	87.35%
Leonardo da Vinci K - 8 School	692	4,576	93,869	98,445	95.35%
Mark Twain Elementary	236	2,781	30,387	33,168	91.62%
Martin Luther King Jr Elementary	310	3,622	39,854	43,476	91.67%
Matsuyama Elementary	436	3,378	58,688	62,066	94.56%
Nicholas Elementary	494	6,213	62,567	68,780	90.97%
O W Erlewine Elementary	274	3,278	35,874	39,152	91.63%
Oak Ridge Elementary	431	5,966	54,670	60,636	90.16%
Pacific Elementary	648	8,057	81,949	90,006	91.05%
Parkway Elementary School	420	7,529	53,055	60,584	87.57%
Phoebe A Hearst Elementary	652	3,554	89,542	93,096	96.18%
Pony Express Elementary	353	3,302	46,744	50,046	93.40%
Rosa Parks K-8 School	343	4,788	41,742	46,530	89.71%
Sequoia Elementary	421	5,502	53,781	59,283	90.72%
Success Academy K-8	6	192	553	745	74.23%
Susan B Anthony Elementary	292	2,192	39,684	41,876	94.77%
Sutterville Elementary	382	2,655	51,542	54,197	95.10%
Suy:u Elementary	415	4,163	52,876	57,039	92.70%
Tahoe Elementary	281	3,299	36,237	39,536	91.66%
Theodore Judah Elementary	406	3,960	53,911	57,871	93.16%
Washington Elementary	308	3,597	39,159	42,756	91.59%
William Land Elementary	325	2,687	43,811	46,498	94.22%
Woodbine Elementary	292	4,144	35,110	39,254	89.44%
TOTAL	19,144	200,079	2,497,723	2,697,802	92.58%

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 19, 2024
 CUMULATIVE TOTAL ABSENCES

MIDDLE	TOTAL ENROLLMENT	TOTAL ABSENCES	ACTUAL DAYS OF ATTENDANCE	DAYS ENROLLED	PERCENTAGE OF ATTENDANCE
A M Winn Elementary K-8 Waldorf	68	964	8,913	9,877	90.24%
Albert Einstein MS	592	6,960	78,324	85,284	91.84%
Alice Birney Waldorf-Inspired K8	103	947	13,606	14,553	93.49%
California MS	744	9,382	97,313	106,695	91.21%
Capital City School	56	1,082	7,290	8,372	87.08%
Fern Bacon MS	638	7,793	83,150	90,943	91.43%
Genevieve Didion Elementary	113	640	15,559	16,199	96.05%
Home/Hospital	28	0	961	961	100.00%
John H. Still K-8	292	3,606	37,864	41,470	91.30%
John Morse Therapeutic Center	13	294	1,518	1,812	83.77%
Leonardo da Vinci K - 8 School	112	866	15,059	15,925	94.56%
Miwok MS	1,174	9,139	158,008	167,147	94.53%
Rosa Parks K-8 School	430	6,342	54,154	60,496	89.52%
Sam Brannan MS	360	4,926	47,526	52,452	90.61%
School of Engineering and Science	239	1,787	32,542	34,329	94.79%
Success Academy K-8	19	381	1,372	1,753	78.27%
Umoja International Academy	298	4,852	37,825	42,677	88.63%
Will C Wood MS	676	7,861	87,640	95,501	91.77%
TOTAL	5,955	67,822	778,624	846,446	91.99%

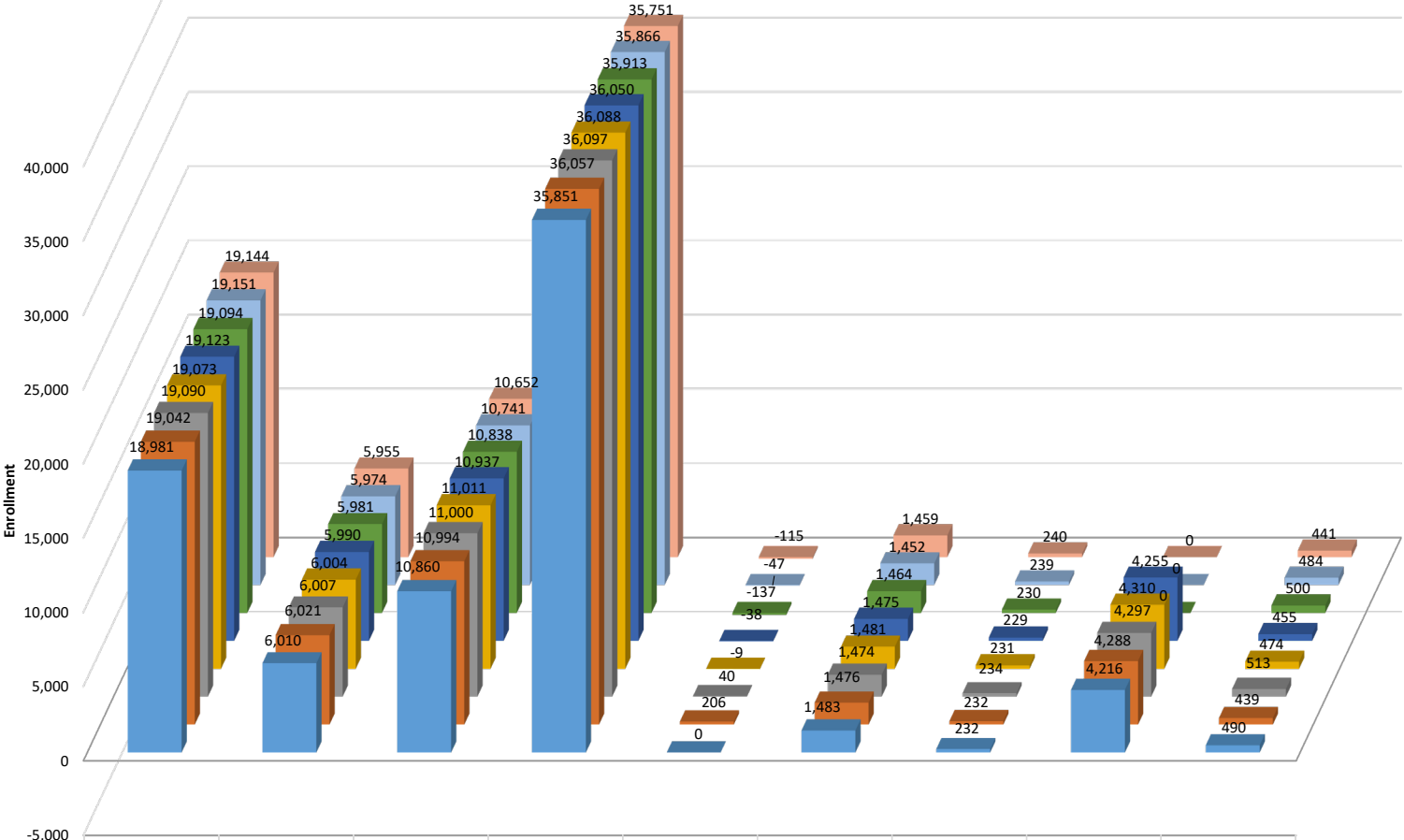
SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
 ENROLLMENT AND ATTENDANCE REPORT
 MONTH 8, ENDING FRIDAY, APRIL 19, 2024
 CUMULATIVE TOTAL ABSENCES

HIGH SCHOOL	ENROLLMENT	TOTAL ABSENCES	ACTUAL DAYS OF ATTENDANCE	DAYS ENROLLED	PERCENTAGE OF ATTENDANCE
American Legion HS	166	6,270	17,849	24,119	74.00%
Arthur A. Benjamin Health Prof	163	3,158	21,808	24,966	87.35%
C K McClatchy HS	2,354	28,451	313,943	342,394	91.69%
Capital City School	130	8,187	16,975	25,162	67.46%
Hiram W Johnson HS	1,572	27,119	201,519	228,638	88.14%
Home/Hospital	41	0	1,446	1,446	100.00%
John F Kennedy HS	1,690	22,443	234,963	257,406	91.28%
Luther Burbank HS	1,479	22,338	196,571	218,909	89.80%
Rosemont HS	1,442	20,672	191,587	212,259	90.26%
School of Engineering and Science	273	2,232	37,890	40,122	94.44%
Umoja International Academy	175	1,509	23,856	25,365	94.05%
West Campus HS	874	4,540	119,090	123,630	96.33%
Sacramento Accelerated Academy	293	**NA	**NA	**NA	**NA
TOTAL	10,652	146,919	1,377,497	1,524,416	90.36%

	TOTAL ENROLLMENT	TOTAL ABSENCES	ACTUAL DAYS OF ATTENDANCE	DAYS ENROLLED	PERCENTAGE OF ATTENDANCE
TOTAL ALL SCHOOLS	35,751	414,820	4,653,844	5,068,663	91.82%

	Students in Non Public Schools	Total Enrollment	ADA	ADA %	% Change
2022-23 Actual		36,241	33,072	90.73%	
2023-2024 Projected		36,061	0	0.00%	
Month 01	232	35,851	33,366	93.84%	0%
Month 02	232	36,057	33,316	93.49%	-0.35%
Month 03	234	36,097	33,166	93.05%	-0.44%
Month 04	231	36,088	33,038	92.55%	-0.50%
Month 05	229	36,050	33,383	92.08%	-0.47%
Month 06	230	35,913	33,317	91.99%	-0.09%
Month 07	239	35,866	33,444	91.90%	-0.09%
Month 08	240	35,751	33,172	91.81%	-0.09%

Monthly Attendance



	Elementary	Middle	High	Total	Variance	Dependent Charter	Non-Public Schools	Independent Charter	Adult Ed.
Month 1 9/22/2023	18,981	6,010	10,860	35,851	0	1,483	232	4,216	490
Month 2 10/20/2023	19,042	6,021	10,994	36,057	206	1,476	232	4,288	439
Month 3 11/17/2023	19,090	6,007	11,000	36,097	40	1,474	234	4,297	513
Month 4 12/15/2023	19,073	6,004	11,011	36,088	-9	1,481	231	4,310	474
Month 5 1/26/2024	19,123	5,990	10,937	36,050	-38	1,475	229	4,255	455
Month 6 2/23/2024	19,094	5,981	10,838	35,913	-137	1,464	230	0	500
Month 7 3/22/2024	19,151	5,974	10,741	35,866	-47	1,452	239	0	484
Month 8 4/19/2024	19,144	5,955	10,652	35,751	-115	1,459	240	0	441